



The University of Sydney

Faculties of Health Sciences and Architecture

**Home Modification & Maintenance:
Information Clearing House Project**

Advisory Committee Minutes

Meeting of the HMM Information Clearinghouse Advisory Group

Thursday, 13th of June, 2002

At 3.00 p.m.

**M502 Meeting Room, Cumberland Campus,
The Faculty of Health Sciences,
the University of Sydney**

Present

Ms Jane Bringolf (Independent Living Centre of NSW)
Mr Andrew Clark (HACC Unit Dept of Ageing Disability & Home Care)
Ms Phillipa Brennan (HACC Unit Dept of Ageing Disability & Home Care)
Ms Denise Ward (Industry Development & Analysis Unit Dept of Ageing
Disability & Home Care)
Dr Robert Champion (Health & Community Care Branch, Health Department
of NSW)
Mr Mark Nutting (Housing Policy NSW)
Mr Neil Tucker (Council On The Ageing)
Ms Stephanie Smith (Local Government & Shires Association of NSW)
Mr Alan Meldrum (NSW Statewide Home Modification Service)
Ms Elvina Weissel (Commonwealth Department Of Veterans Affairs NSW
State Office)

Apologies

Ms Christine Regan (NCOSS NSW Council Of Social Service), Mr Dougie
Herd (Physical Disability Council of NSW Inc)

Chair

Assoc Prof Peter Phibbs (Faculty of Architecture, University of Sydney)

Note taker

Ms Catherine (Katy) Bridge (School of OLS, Faculty Of Health Sciences,
University of Sydney)

Notes

Actions

1 Welcome, introduction & apologies

Peter welcomed everyone to the meeting and each person gave a brief précis of their interests and role. Not everybody had met previously.

Notes

Actions

2 Concept of an HMM Information Clearinghouse

Andrew talked briefly about how the concept was developed and why the Department of Aging Disability and Home Care thought that the time was right for such a project.

Andrew also talked about how the review which created the level 3 Statewide Home Modification service for jobs over \$20,000 and some additional funding to the ILC to enable the employment of another OT to expand help desk and building product assistance were all linked. Jane and Alan were then asked to let everyone else know about their services. Both spoke briefly about their projects and how the clearinghouse could support them.

3 WWW website development

Katy spoke briefly to the paper presented, highlighting the questions and dilemmas raised.

4 General discussion

Stephanie, Robert and Mark raised the issue that they were unsure of whether they were the best people within their department to commit to this project.

Denise raised the issue of increasing consultation with the HMM service providers.

Peter responded by explaining that we were in the process of using a semi structured interview protocol to talk to them to find out what their information needs were.

Katy raised the point made by Chris over the phone prior to the meeting that another two HMM service providers should be invited to participate.

All present agreed to provide comments by the 8th of July either by email, phone or in writing
Stephanie, Robert and Mark all agreed that they were to go back to their departments and discuss this with others and would confirm this at a later date.

Notes

Alan offered to take the information from the meeting and circulate a précis to other service providers within his network.

Denise also raised the issue of web access & literacy amongst potential users especially those in the building industry. Peter then spoke briefly about a project he was involved in last year, which looked at this issue.

Andrew spoke about the IT support already provided by the department but there was some agreement that some additional training and support may still be required when the website was launched.

There was also some discussion about when to invite some of the other stakeholders such as Insurers and financial organisations to participate. The consensus was that this was an important step but that this could wait until the project was more developed.

6 Next Working Group Meeting date

Meeting closed at 4.45 p.m.

Actions

Katy agreed to send out copies of the interview proforma with these minutes.

3.00 pm the 12 of
September at the
Faculty of
Architecture
Darlington
Campus on City
Rd.