



Advisory Committee Meeting Minutes

Meeting of the HMinfo Advisory Committee

23 March 2017

At 2.00 p.m.

Dean's Meeting Room

Level 5, Red Centre West Wing,

UNSW Built Environment

Welcome, Introduction, Attendance & Apologies

Associate Professor Catherine Bridge opened the meeting at 2.30pm.

Apologies were noted.

Attending

| | |
|----------------|-----------------------------------|
| David Gonzalez | Lifetime Care & Support Authority |
| Nicholas Loder | NSW Land & Housing Corporation |
| Teresa Petric | FACS-ADHC |
| Charles Gwynn | DSS-HACC |
| Juliet Dewar | DSS-HACC |
| Hamish Murray | Assistive Technology Australia |

via Polycom

| | |
|-------------------|---|
| Michael Bleasdale | MOD.A |
| Annette Hanly | NSW HMMS SCOPE Access |
| Susan Dinley | Department of Veterans Affairs NSW State office |

Apologies

| | |
|---------------|--------------------------------|
| Ron Rademaker | NSW Statewide Level 3 Project |
| Greg Killeen | Spinal Cord Injuries Australia |
| Serna Ovens | PDC NSW |
| Bryan Molan | NSW HMMS – 3 Bridges Community |
| Lisa Langley | COTA NSW |
| Lee Davids | NDIA |
| Max Bosotti | Paraquad |
| Irene Stein | National Seniors Australia |

Chair

Associate Professor Catherine Bridge (CB)

Minute Taker

Judy Lim (JL)

Approval of Minutes of Last Meeting

The Minutes from December 2016 Meeting were approved.

Matters Arising from Last Meeting

- HMinfo: Suggestion to enlarge 'search' function on Website
- Invite AC members to attend Strategic Planning Day for HMinfo and EBEP on 10-1-2017

Action

To be done by Helmut Hoss
Invitation sent

1. HMinfo Website

Action

a. HMinfo Website Report

Period: November 30, 2016 to February 28, 2017

The HMinfo Website Report was included in the Advisory Committee Members' document package. The key statistics, include:

Total Page Views to Date: 1,069,467

(Increase of 13,041 from last meeting's total: 1,056,426)

Total Visitors to Date: 321,016

(Increase of 5,293 from last meeting's total: 315,723)

Total Registered Users: 1,761

(Net increase of 23 from last meeting total: 1,738)

Listserv (OT Mailing List) members: 624

(net increase of 10 from 614)

b. HMinfo Website Progress

The HMinfo Website Plan 2016-2017 was approved during the last reporting period. The following tasks have been actioned this period:

- Online forms to allow users to anonymously submit feedback regarding HMinfo publications
- Faster service directory loading times to improve the websites usability
- Website structure modifications to accommodate up to 9 top-level menus
(included adding a side navigation menu on each page to simplify navigation)
- Website content update for new landing pages
- Menu design update to help users identify menu navigation controls, layout

The following tasks are in progress and are due within 7 days:

- Setting larger default font sizes and increase line spacing across the website to improve legibility

Upcoming tasks:

- Discuss possible improvements to the website search control and search speed
- Device resolution responsiveness added to the website to improve usability on non-desktop devices such as mobiles and tablets

Action

c. HMinfo Website Layout

(i) Toolbar Change

HOME MODS EVIDENCE RESOURCES APPS FORUMS SERVICE
FAQ NEWS/EVENTS ABOUT

(ii) New toolbar items

- Home Mods (for info about what home mods are, how to arrange them, and history – replaces previous What is a Home Modification? box)
- Changed 'Research' to 'Evidence'
- Apps (will appear when DIYmodify is launched – also Livability app)
- Tabs to be designed for tool bar (soon to be implemented)
- Space for breadcrumbs (soon to be implemented)

(iii) Menu box

- Replaces mega menu for usability
- Provides choice of reading through page and linking to sub pages or using 'quick links' in menu box (for frequent users)

(iv) Pages

- All pages have updated text
- Some pages need to have more substantive changes in future: Legislation, Arranging Home Modifications etc.
- Major page changes:

Home Mods

- (update later) Arranging home modifications with more on NDIS
- (add later) How do Home Modifications help?
- (add later) History of Home Modifications

Evidence

- Only has research publications (other HMinfo publications moved to Resources (Annotated links etc) or About (Admin publications))

Resources

- HMinfo publications link added to Resources (all HMinfo info/resources now on this page)

Service

Action

- Increased focus on our Service Directory

News Events

- Easier access to new, events, events calendar

About

- Now has HMinfo Admin Publications (was with our research pubs.)
- New Contact Form - provides anonymous feedback/complaints

(iv) Research Pages (pick a recent research publication as an example)

- New feedback form - provides anonymous feedback on publication

(update later) make 'download' button more prominent

2. Publications and Research Activities

Action

a. Use of Colour for Safe Movement

STATUS: Completed – for AC review, publication

- Consumer Factsheet
- Industry Factsheet
- Industry Checklist

b. Slip Resistance

STATUS: Completed – for AC review, publication

- Consumer Factsheet

3. Events & Training

Action

a. Conferences

- Plea 2017 Edinburgh Conference 3rd to 5th July 2017
- Live, Work and Play: NSW the State of Inclusion 18 May 2017, International Conference Centre, Sydney
- Home Modifications Australia (MOD.A) National Conference taking place on 14 and 15 August, at ANZ Stadium, Sydney Olympic Park.

b. Training

- IFA / WHO Webinar Series on Age-Friendly Environments to be put on HMinfo website

c. Event

- Launch of the DIY Modify App- 19th of May

4. Governance & Administration

Action

a. Website Feedback collection

- Recording feedback from website (QA process)
- Issues from Feedback forms, emails and OT Forum (**now report this @ ACMS**)
 - 1) whether cost of OT assessment for NDIS Participants in LAHC properties is covered in HM Guidelines 2017
 - 2) medico-legal implications: Client Directed Care (CDC) Package provider pays for service to Assess and Prescribe home modifications, but not for a Review
 - 3) whether we have consumer factsheets on maintenance of home modification
 - 4) difficulty accessing links on website

5. Non-HMinfo Funded Projects

Action

- a. DIY Home Modification: Stage 2
- b. ABCB ramp performance
- c. Luminance Contrast Building Performance

6. Other Business

- a. NDIS Home Modification Guidelines
- b. Productivity Commission review into the costs and sustainability of the NDIS
- c. National Aged Care Alliance (NACA) Affordable Housing Support Letter from AAG

deadline on 24/3/2017, Katy conducted online feedback

Close

Associate Professor Catherine Bridge closed the meeting at 4:00pm.

Next Advisory Committee Meeting

22 June 2017

UNSW Built Environment at 2.00pm