



Advisory Committee Meeting Minutes

Meeting of the HMinfo Advisory Committee

20 September 2018

At 2.00 p.m.

Board Room

4035, Level 4, 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

Catherine Stewart (CS)	DVA (replaced Susan Dinley)
Lyndal Millikan (LM)	Icare
Bryan Molan (BM)	NSW HMMS – 3 Bridges
Nicholas Loder (NL)	NSW Land & Housing Corporation
Deborah Hammond (DH)	OT Australia
Agnieszka Kuna (AK)	DES – SA (via Zoom)
Tim Hellyer (SP)	TADWA – WA (via Zoom) (replace Steve Pretzel)

Konstantina Vasilakpoulou (KV) Home Modification Information Clearinghouse

Apologies

Megan Roach (MR)	Australian Government Department of Health
Lee Davids (LD)	National Disability Insurance Agency
Mary Hawkins (MH)	NDIA
Robyn Chapman (RC)	Assistive Technology Australia
Irene Stein (IS)	National Seniors Australia
Anthony Ryan (AR)	YoungCare
Lisa Langley (LL)	Council on the Ageing
Max Bosotti (MB)	Paraquad
Annette Hanly (AH)	SCOPE
Serena Ovens (SO)	Physical Disability Council of NSW
Teresa Petric (TP)	FACS-ADHC
Angela Peri (AP)	Wesley Mission - HMMS

Chair

Professor Catherine Bridge (CB)

Minute Taker

Vincent D'cruz (VD)

Approval of Minutes of Last Meeting

The Minutes from June 2018 Meeting were approved.

Matters Arising from Last Meeting

- HMinfo IT Manager looking into improving the engagement level of the construction / builder's forum, developing the mobile version for the HMinfo website for smartphones and amending the landing page for the HMinfo website to make it more targeted for the customer.
- CB was invited to present to YouChange a Chinese Social Entrepreneur Foundation tasked by the Chinese government to work with the largest Chinese companies to reduce poverty by 2025. They are interested in collaborations in 2019 details as yet unknown.
- Information was provided about CB's paper for CWUAAT and also Hamish's paper on Wayfinding.
- AK to send the document / checklist they drafted on the specifications OTs should follow when prescribing bidets. Email sent to KV. CB made mention that bidets needs to be installed correctly and for the right reasons.
- LM enquired with AK whether at the Home Mods conference, the paper on ceiling installation in South Australia ever get published. AK's response was that a structural engineer needs to make a recommendation for installation. LM was enquiring as to whether a policy had been drafted in relation to this matter so that they don't have to reinvent the wheel in undertaking a similar task.

1. HMinfo Website

a. HMinfo Website Report

The HMinfo Website Report was included in the Advisory Committee Members' document package. Catherine Bridge outlined the key statistics, including:

Total Page Views to Date: 1,157,535

(Increase of 16,499 from last meeting's total: 1,141,036)

Total Visitors to Date: 349,462

(Increase of 5,758 from last meeting's total: 343,704)

Total Registered Users: 1,921

(Net increase of 31 from last meeting total: 1,890)

Listserv (OT Mailing List) members: 674

(Net decrease of 7 from 681)

Top 10 Reads Since Last Report

Rank	Publication Title	Reads
1	Consumer Factsheet: Arranging Home Modifications	646
2	Summary Bulletin: Slip Resistant Floor Surfaces	365
3	Consumer Factsheet: Hot water safety in bathrooms	257
4	DIYmodify Factsheet: CHOICES for GRAB RAILS	233
5	DIYmodify Factsheet: Electrical zones in the bathroom	189
6	Dementia Design Guidelines: Home and Community Care Capital Works Program	187
7	DIYmodify Factsheet: SKILLS NEEDED Floor mounted handrail	177
8	DIYmodify Factsheet: CHOICES for HANDRAILS	163
9	DIYmodify Factsheet: Accessibility	160
10	DIYmodify Factsheet: CHOICES for HANDHELD SHOWERS	159

Top 10 Downloads Since Last Report

Rank	Publication Title	Downloads
1	Summary Bulletin: Electrical Safety in Bathrooms 2nd ed.	833
2	Summary Bulletin: Environmental Assessment & Modification for Australian Occupational Therapists	806
3	The Effectiveness of Ceiling Hoists in Transferring People with Disabilities – A systematic review	738
4	DIYmodify Factsheet: CHOICES for GRAB RAILS	705
5	Information Needs of Occupational Therapists Practising in NSW	669
6	Stairs – A summary Bulletin	581
7	Industry Factsheet: Slip Resistance of Ramps 2 nd Ed	545
8	Cost Benefit Analysis of Ramps versus Lifts	543
9	DIYmodify Factsheet: Electrical zones in bathroom	528
10	Summary Bulletin: Fire Safety – Smoke Alarms 2 nd E	495

b. HMinfo Website Progress

- CB gave an overview of progress on the HMinfo website during the last quarter and outlined upcoming developments.
- It was mentioned that people with disability found it easier to use Apple devices and it had proven to be more popular
- The DIYmodify app should help people make decisions and assist when making a submission

c. Website Development next 5 months

- HMinfo team proposed two different designs for the mobile version that will be used on smartphones. Design concepts to be presented to Advisory Committee for their decision. It was unanimous to go with Design 3 proposal.
- HMinfo team is working towards making a responsive design for the website. The new design needs to comply with accessibility and usability requirements whilst implementing modern industry standards relating to mobile user interfaces. The website also needs to be mobile friendly with other types of devices.
- There is a proposed design for the website's landing page to make it easier for the targeted groups to join HomeMods and be an active user in their respective space.

d. Apps page of HMinfo website

- The Liveability App has been updated to work properly in Apple devices. The HMinfo team is currently working with IT developers to look at what can be done with more funding.
- The Apps can provide report on mobile application statistics.

Action

- HMinfo team advancing the construction/builders forum
- HMinfo IT Manager to develop the smartphone version of the website and ensure compatibility with most popular browsers.
- HMinfo IT Manager to ensure website compliance checks
- HMinfo IT Manager to complete proposed redesign of landing page for the website

2. Publications and Research Activities

Action

a. Summary Bulletin: Ramps

STATUS: Published on 27 June 2018

b. Evidence based research: Lighting your way through home modifications Ed 2

STATUS: Research in progress. A draft is available for comments.

- Seeking reviewers to comment on draft article

3. Events & Training

a. Conferences / Symposiums / Congress

CB's PhD student (Max) will be presenting at a congress on research paper in neuro diversity and methodology for accessibility.

b. Seminars / Workshops

Nil

c. Collaboration meetings

- CB attended a DFAT sponsored collaboration meeting with parties in China. With an increasing ageing population in China, there is interest in Home Modifications. Negotiating with potential venture capitalist to secure funding for the development of version 2 of the Livability App.

- CB was invited to present to YouChange a Chinese Social Entrepreneur Foundation tasked by the Chinese government to work with the largest Chinese companies to reduce poverty by 2025. They are interested in collaborations in 2019 details as yet unknown.

4. Governance & Administration

a. Staffing changes

- Kirri Weller has left the team at the end of her fixed term contract. Vincent D'cruz has joined the team as the Research Program Administrator.

5. Non-HMinfo Funded Projects

Action

a. Australian Research Council's (ARC) Linkage Infrastructure, Equipment and Facilities (LIEF) scheme: Linked Semantic Platforms for Social and Physical Infrastructure and Wellbeing

- CB stated that as a part of a National consortium we were successful in a *Linkage Infrastructure, Equipment and Facilities (LIEF) scheme*, funded by the Australian Government. This is a 3-year grant designed to build up all of the semantic web resources and grey literature in Australia, so that they are all linked to each other and share resources. As a result, HMinfo will have some new additional resources to make this possible. Swinburne is taking the lead for this research grant.

b. GWA / Caroma: Washbasin clearances for wheelchairs

- CB informed the AC about the new Liveability lab, where the New GWA Int. funded washbasin clearances research will examine under basin clearances for wheelchairs to better inform new standards/products.

Note: CB had applied for several Information Linkage and Capacity Building Grants in Round 2 but was unsuccessful. Only UTS managed to secure one grant.

CB also mentioned that the Disability Institute that is being launched would also be awarding seed funding for research grants

- CB to follow up

6. Other Business

a. Home Modifications Guidelines 2017 Revision 1

- NL seeking comments in relation to Home Modification Guidelines 2017 is now open for comments. The Guidelines is important as it will have an impact upon construction tender. Feedback would be most appreciated before the deadline of 21 June. Response had only been received from two people.
- MH mentioned that the guidelines does not reflect NDIA policy position.
- CS had some queries about the Guidelines in terms of the proposed process – timing of implementation, only exclusive NDIS funding or other funders, whether NDIS had been consulted, etc.

b. Regulations on bidets

- SD informed the Advisory Committee via email that she saw a memo from ACT Health stating that a 80mm spacer and RPZ valve (which is very expensive to retrofit) is required; whereas other States are indicating only one of the two is required. SD had received a complaint from an experienced Occupational Therapist who had been required from NDIS to complete the ILC's Access course in order to be registered to undertake services for Home Mods.

c. Matters relevant with NDIA-NDIS

- LM mentioned that iCare has organized a Foundation pitching competition for small not-for-profit in the prevention and post-injury care space. Closing date for submissions is 1 October 2018. LM requested for the competition to be advertised on the Home Mods LinkedIn website.

d. SPHERE

- CB informed the committee that she had been appointed to co-chair SPHERE AT for Aging, which involves 18 hospitals in the Sydney South West Area Health Service. CB had received a small grant to undertake research in Assistive Technology for ageing population.

Action

- Advisory Committee members to review document from website and provide feedback by deadline
- MH to revert with comments for NL consideration
- AK to send the document/checklist they draft on the specifications OTs should follow when prescribing bidets.
- LM to provide link to competition webpage
- CB to identify potential collaborations with parties in the South West especially those that been awarded NHMRC grants

e. Automations and Artificial Intelligence in the Specialist Disability Accommodation (SDA)

- CB read out an email from a consumer with a disability in relation to Assistive Technology in the SDA environment. Consumer was seeking guidance from Home Mods website in relation to electronic design (home automation or AT such as electronic operated window and door, etc) building of an accessible home that complies with NDIS's 'Fully Accessible' level for C3/C4 quadriplegic. The consumer will be presenting a paper on this topic at the Australian Assistive Technology Conference in Melbourne.
- CB stated that Home Mods Clearinghouse should take the lead in providing guidance in such queries. LM mentioned that she could recommend 3 experienced specialists who could assist the consumer and also suggested approaching Lisa from Cerebral Palsy to get some inputs. NL suggested engaging RC who has expertise in the area of Assistive Technology.

- CB had drafted a email response back to the consumer
- CB to get inputs from RC and Lisa (Celebral Palsy)

f. Reviewers for HMinfo Publications

- KV had requested assistance from the Advisory Committee to identify specialist review panel members to provide Hminfo with comprehensive expert advice in terms of reviewing documents for publication.
- KV had drafted a evidence based practice review on lighting for Home Modification.

- KV to provide documents for feedback
- KV seeking feedback from Advisory Committee in relation to the draft paper

Close

- Professor Catherine Bridge closed the meeting at 4.30pm.

Next Advisory Committee Meeting

20 September 2018

UNSW Built Environment at 2.00pm