



Minutes

Agenda Item 1 Welcome, apologies, conflicts of interest and Action Items

The Chair opened the meeting acknowledging country, veterans and current serving Australian Defence Force Personnel. Members **NOTED** apologies as listed at Annexure A and no conflicts of interest were raised.

Members **NOTED** the Minutes from the previous meeting on 29 August 2025 were endorsed out of session and published on the Department of Veterans' Affairs (DVA) website.

Members **AGREED** to close action items 2025OWP/A03, A26, A27, and A28.

2025OWP/A29	Advocacy approaches to claims outside RMA SOPs to be added as a standard item to the OWP Agenda going forward.	Secretariat
2025OWP/A30	Forum members to be provided with a copy of the MTBI Factsheet	Secretariat & Policy and Research

Agenda Item 2 Legislative Reform Transition Process Update

Members **NOTED** the presentation on the veterans' legislation reform.

Members **ACKNOWLEDGED** two training streams are being developed for release by September 2025: modular updates for current advocates and an updated course in Military Advocacy for new advocates.

Agenda Item 3 Advocate Training Module: Rehabilitation, Household Services and Attendant Care

Members **NOTED** the presentation outlining the purpose of the training module to focus on the actions required by advocates and to ensure that all advocates understand the legislative changes and have the same base knowledge.

Members **DISCUSSED** different options to improve the training modules to avoid any confusion or misunderstandings in requirements by advocates.

Agenda Item 4 Advocate Training Module: Offsetting

Members **NOTED** the presentation, acknowledging the complexity of offsetting payments..

Members **DISCUSSED** how to provide further detail to the module to assist advocates gain an understanding of the complex nature of offsetting.

Members **DISCUSSED** seeking feedback from their individual organisations to assist in providing further feedback to this module.

Agenda Item 5 Advocate Training Module: Family and Dependent related benefits

Members **NOTED** the presentation on the training module.

Members **DISCUSSED** providing further examples to the module to assist in providing a clear understanding for less experienced advocates.

2025OWP/A31	Extension granted for feedback on agenda items 3 ,4 and 5 until 10 October 2025	Secretariat & Forum members
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Agenda Item 6 Other Business

Members **DISCUSSED** how to further enhance the efficacy and effectiveness of the Operational Working Party.

Members **AGREED** that an update on minor Traumatic Brain Injury be provided as a standard item to the forum moving forward.

Agenda Item 7 Communique

Members **AGREED** to endorse OWP Communique out-of-session.

Annexure A

Members	
Andrew Kefford PSM	Chair, Deputy Secretary, Policy and Programs
Tara Cavanagh	Deputy Chair, First Assistant Secretary, Client Benefits
Vanessa Cheng	Air Force Association
FLTLT Rod Hutchings	Australian Peacekeeper and Peacemaker Veterans' Association
Michael Carlon JP	Australian Special Air Services Association
Jenny Gregory OAM	Australian War Widows Inc
Narelle Bromhead OAM	Partners of Veterans Association of Australia Inc.
Keely Dreghorn	Returned and Services League of Australia
Clem Russell OAM	The Royal Australian Regiment Corporation
Presenters	
Adam Weiderman	A/g First Assistant Secretary, Policy and Research
Sophie Gribbin	Assistant Secretary, Policy and Research
Observer	
Annabelle Wilson	Veteran Family Advocate Commissioner
Secretariat	
Brad Clarke	Assistant Director, International & Stakeholder Relations
Julie Hackett	Senior Secretariat Officer, International & Stakeholder Relations
Apologies	
Michael Harper	Assistant Secretary, VEA Compensation & Support
Scott Jeffrey	TPI Federation of Australia (no proxy identified)
John McNeill	Australian Veterans Alliance (no proxy identified)
Bob Connor	Legacy Canberra (no proxy identified)
Max Ball	Vietnam Veterans' Association of Australia (no proxy identified)
Bill Roberts OAM JP	Vietnam Veterans' Federation of Australia (no proxy identified)