



## Participant-Directed Programs Policy Collaborative Agenda

The Participant-Directed Programs Policy Collaborative (PDPPC) brings together Consumer-Directed Attendant Support Services (CDASS) and In-Home Support Services (IHSS) stakeholders and the Department of Health Care Policy and Financing (HCPF) to collaborate on policy and program-related topics.

**Date and Time:** Wednesday, April 23, 2025, 1 to 2:50 p.m. MT

**Join with Zoom:** [Zoom Meeting Link](#)

**Join by Phone:** (Toll-free) 1-877-853-5257, (Local 1) 1-719-359-4580, (Local 2) 1-720-928-9299  
Meeting ID: 811 8334 0924 Passcode: 197499

- |     |             |  |   |
|-----|-------------|--|---|
| 1.  | 1:00 - 1:05 | Welcome and Identify Phone-in Attendees  | Co-Chair: Curt or Bobbi                               |
| 2.  | 1:05 - 1:10 | New Meeting Attendee Poll  | HCPF  |
| 3.  | 1:10 - 1:20 | Open Forum #1  | All   |
| 4.  | 1:20 - 1:30 | Medicaid & Medicare Advocacy, Research Strategies  | Curt  |
| 5.  | 1:30 - 1:45 | FMS Satisfaction Survey Final Report Draft Review  | Consumer Direct                                       |
| 6.  | 1:45 - 1:55 | Meeting Chat Review and Chat Update  | Co-Chairs and HCPF                                    |
| 7.  | 1:55 - 2:05 | Break  |   |
| 8.  | 2:05 - 2:35 | Break-Out Rooms <ul style="list-style-type: none"><li>• Members, Families, Advocates Only</li><li>• In-Home Support Services Subcommittee</li><li>• FMS/Training/Case Management</li></ul> | Participants Only<br>IHSS Stakeholders<br>All Welcome |
| 9.  | 2:35 - 2:45 | Open Forum #2  | All   |
| 10. | 2:45 - 2:50 | Meeting Wrap-Up  | Co-Chairs   |

**Next Meeting: Wednesday, May 28, 2025, 1 to no later than 2:30 p.m.**

Agenda topic requests must be sent using the [PDPPC Agenda Topic Request Form](#) or by contacting the PDPPC co-chairs by the 2nd Wednesday of each month



### Meeting Structure and Schedule:

Meetings will begin at 1 p.m. and end no later than 2:30 p.m. MT. The first month of each quarter will have an extended meeting from 1 p.m. to no later than 4 p.m. MT. Meetings will occur on the 4th Wednesday of the month from January through October. During November and December, they will occur on the 3rd Wednesday of the month.

The meeting is recorded and posted publicly. The meeting chat is shared with attendees of the meeting. Reminder emails with meeting documents will be sent approximately two Mondays before the meeting. Stakeholders may request documents mailed to them through United States Postal Service by calling the Participant-Directed Program unit at 303-866-5638.

### PDPPC Website:

Visit the [PDPPC website](#) for more information, including copies of meeting documents, recordings, and contact information for PDPPC co-chairs and HCPF staff.

### Adding the Meeting to your Calendar:

To add a meeting to your online calendar, go to the [Office of Community Living Stakeholder Engagement Calendar](#). Click the link “Subscribe to this calendar” link located in the middle of the screen. Or navigate to the “Participant-Directed Programs Collaborative (PDPPC)” meeting you wish to attend in the calendar, click the event, then click “+ Copy to my calendar” in the lower right corner of the popup window.

### Reasonable Accommodations:

Reasonable accommodations will be provided upon request. Auxiliary aids and services for individuals with disabilities and language services for individuals whose first language is not English may be provided upon request. Please contact [HCPF\\_PDP@state.co.us](mailto:HCPF_PDP@state.co.us) or 303-866-5638 or the 504/Americans with Disabilities Act (ADA) Coordinator at [hcpf504ada@state.co.us](mailto:hcpf504ada@state.co.us) at least one week before the meeting to make arrangements.

### Consumer-Directed Attendant Support Services (CDASS)/In-Home Support Services Questions:

Send questions about CDASS or IHSS to the Participant-Directed Programs unit. Visit the unit’s [website](#) for more information.

### PDPPC Co-Chairs:

Bobbi Christensen and Curtis Wolff. They will serve a two-year term starting June 2024. For co-chair contact information, please visit the [PDPPC website](#).



**PDPPC Agreements:**

- Work together and will stay solution-focused
- Be honest, forthright, accountable, and respectful
- “Step up and step back” - Express yourself and be mindful not to dominate the conversation
- Keep an open mind
- Don't repeat what others have said - just say “ditto”
- Invite people who have not spoken to speak
- Do not use acronyms
- Provide quick background on complex topics at the beginning of long discussions
- Stay focused on the agenda and use a timekeeper
- Make this meeting a safe place to talk about issues
- Discuss what is working as well as what is not working
- Allow for flexibility, agreement, and disagreement
- Provide consistent follow-through and closure to recommendations
- Share timely and accurate information with persons not in attendance
- Do not personalize anger or mistake passion for anger

**Members of the PDPPC are identified in the following groups:**

- CDASS and IHSS members
- Authorized Representatives
- Attendants
- Family members of CDASS and IHSS members (attendants or not)
- Advocates
- Independent Disability Advocates (organizations/individuals that advocate for changes with and on behalf of persons with disabilities. They do not receive Medicaid funding and do not have a conflict of interest specific to Long-Term Services and Supports (LTSS)).
- Case Management Agencies
- IHSS Agencies
- Contractors (Financial Management Services and Training and Support contractors)
- State agency staff, including HCPF staff



## Voting Structure:

The ability to vote in the PDPPC is based on consistent stakeholder participation, which shows one's commitment to developing and implementing the committee's work outcomes. Members in defined categories are given voting rights based on their attendance.

### Voting Member Categories and Voting Rights:

1. A PDPPC member will have the right to vote after attending three meetings in a row. An individual carrying the vote for their organization must meet this attendance requirement.
  - CDASS and IHSS members, family members (attendants or not), Authorized Representatives, and attendants each have one vote.
  - Advocates have one vote per advocate or organization.
  - Case Management Agencies have one vote per agency.
  - IHSS Agencies cannot represent more than 20% of the voting members for a vote. If they exceed 20%, the agencies must decide which will participate. Each will have one vote.
  - Contractors have one vote.
  - State staff at HCPF and CDHS do not have a vote.
2. Voting must be done in person, online, or over the phone during a meeting.
3. Votes cannot be by proxy (acting on behalf of another person).
4. Three consecutive unexcused absences will result in the loss of a vote.
5. An excused absence must be requested from one of the PDPPC co-chairs.
6. After three excused absences in a row, a voting member may vote in the fourth meeting. If they are not present for the fourth meeting, they must again attend three meetings in a row to reinstate their vote.

Any voting member may not have a conflict of interest for specific decisions requiring a vote. A conflict of interest is when an individual's personal or professional interests could compromise their judgment, decisions, or actions regarding the process or primary interest of the PDPPC.

### The Goals for Voting are to:

- Maintain consistency and knowledge of the issues and recommendations
- Allow new members into the process.
- Prevent any option to “occupy”/“control” any one meeting to get an outcome.
- Maintain a 60% voting participation by CDASS participants, family members (employees or not), and Authorized Representatives.

PDPPC Voting Structure Approved: June 2012, Amended 3/27/13, 8/28/13, 4/23/14, 9/23/15, 9/25/24.

Co-Chair Voting has Occurred: June 2024 (Dates before 2024 not documented)

