

PDPPC Breakout Room Expectations

Breakout Room Facilitators:

- Consumers, Advocates, Families Room: *Nathan Wofford, main facilitator; Curt Wolff, chat/back-up*
- Financial Management Services (FMS) and Consumer Direct Care Network - Colorado (CDCO) Room: *Jessica Corral, main facilitator; Dani Comstock, chat/back-up*
- In Home Support Services (IHSS) Room: *Emily Harvey, main facilitator; Erin Thatcher, chat/back-up*

Breakout Room Expectations:

- Please self-select a room once the breakout rooms open. You can switch rooms if needed.
 - If you are joining on the phone, Department staff will ask you which breakout room you'd like to join.
- Regarding the Consumers, Advocates & Families Room - please keep this room specific to Members, Advocates, and Families to create a safe place for sharing
- Mind your e-manners - remain on mute if you're not actively participating in the meeting and use the raise your hand function to get in the queue.
- If you prefer to not join a breakout room, you may disconnect the call or remain in the main room. The main room will not be available for open discussion.

REMINDER: These are the already-established PDPPC Agreements (from agenda):

- Work together and stay solution-focused
- Be honest, forthright, accountable, and respectful
- Step up and step back - this means someone should say their piece but then listen to other comments and feedback and keep an open mind
- Don't repeat what others have said - just say ditto
- Ask people who have not spoken to speak
- Do not use acronyms
- Provide quick background on complex topics at 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
- Provide consistent follow through and closure to recommendations

- Agenda items requesting information will follow the Communication Protocol. Agenda item ideas for upcoming meetings will be sent to the PDPPC Co-Chairs by the second Wednesday of each month
- Share timely and accurate information with persons not in attendance
- Allow for agreement and disagreement
- Do not personalize anger or mistake passion for anger