COLORADO
Department of Health Care
Policy & Financing
1570 Grant Street
Denver, CO 80203

Department of Health Care Policy & Financing
Participant-Directed Programs Policy Collaborative (PDPPC) Agenda

Date and Time: Wednesday, June 28, 2023, 1:00 to 3:25 p.m. MT
Join with Zoom: Zoom Link, Meeting ID: 969 4053 6000, Passcode: 115140
Join by Phone: (Toll-free) 1-877-853-5257
Attendance Link: https://forms.gle/RrrSzNZtLvaHVXcH6

I.	1:00 - 1:05	Welcome / Housekeeping	John Barry
II.	1:05 - 1:15	Review of Agreements	John Barry
III.	1:15 - 1:20	Identifying Phone-only Participants	John Barry
IV.	1:20 - 1:30	Open Forum #1	All
V.	1:30 - 1:40	Community First Choice (CFC) Updates	CFC Team
VI.	1:40 - 1:50	PDPPC Recommendation Process	Jessica Corral
VII.	1:50 - 2:00	EVV Stakeholder Feedback Survey	Jillian Estes
VIII.	2:00 - 2:20	FMS Annual Satisfaction Survey Report	Adam Markert - CDCO
IX.	2:20 - 2:30	**Break**	**All**
X.	2:30 - 3:05	Break-Out Rooms	
		1. Members, Families, Advocates Only	CDASS / IHSS Participants
		2. In-Home Support Services (IHSS)	IHSS Stakeholders
		3. FMS / Training / Case Management	All
XI.	3:05 - 3:15	Subcommittee & Workgroup Report Out	HCPF Staff
		● Expanding CDASS	Co-Chairs and all
		● CFC / CDASS Workgroup (item VI)	
		● UR / UM (next report out in July)	
		● IHSS Subcommittee	
		● NCAPPS (next report out in July)	
XII.	3:15 - 3:20	Department Response: Timesheet Rounding	Jessica Corral
XIII.	3:20 - 3:30	PDPPC Request: Questions for CDLE	Emily Harvey
XIV.	3:30 - 3:40	Open Forum #2	All

Next Meeting: Wednesday, July 26, 2023, 1:00 to 4:00 p.m. MT
Agenda topic requests must be sent through this request form:
sites.google.com/state.co.us/PDPPCTopics
or to the PDPPC Co-Chairs by the 2nd Wednesday of each month

Reasonable accommodations: Will be provided upon request for individuals with disabilities. Please notify John Barry at 303-866-3173 or John.R.Barry@state.co.us or the 504/ADA Coordinator at hcpf504ada@state.co.us at least one week prior to the meeting.

Questions about CDASS or IHSS: May be sent to the Participant Directed Programs Unit at: HPCP_PDP@state.co.us or call 303-866-5638. Visit https://hcpf.colorado.gov/participant-directed-programs for more information.

Current PDPPC Co-Chairs: Curtis Wolff and Kevin Smith. For contact information, please reach out to John Barry at 303-866-3173.

PDPPC Agreements:
- We are trying to work together and will 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
- Share timely and accurate information with persons not in attendance
- Allow for agreement and disagreement
- 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 members (employees or not)
- Advocates
- Independent Disability advocates (organizations/individuals that advocate for changes with and on behalf of persons with disabilities. Such organizations do not receive Medicaid funding and do not have a conflict of interest specific to LTSS service delivery).
- IHSS Providers
- Single Entry Point (SEP) agencies
- FMS (Fiscal Management Service) contractors
- Training and Operations contractor
- HCPF staff

The ability to vote on the PDPPC is based on consistent participant activity demonstrating investment in the process and commitment to the development and implementation of the outcomes associated with the committee's work.

Voting Structure

1. State employees representing HCPF or CDHS in any capacity will not have a vote.
2. Any currently defined voting member must have participated, in person or by phone, at a minimum of three (3) PDPPC meetings. This group is inclusive of:
   - CDASS and IHSS participants, family members (employees or not), Authorized Representatives and employees
   - Single Entry Point (SEP) agencies, one (1) vote per SEP
   - Independent Disability Advocates one (1) vote per individual advocate or one (1) vote per organization
   - IHSS Agencies: This representation cannot exceed 20% of the available and present voting members for any given decision. If it exceeds 20% the IHSS agencies will need to determine who is voting in this circumstance and it must meet the requirements below.
   - Each contracted FMS has one (1) vote. The person carrying the vote is determined by each contracted FMS but must meet the requirements below.

Any Voting member may have a conflict of interest for specific decisions requiring a vote. "A conflict of interest is a set of circumstances that creates a risk that a personal or professional judgment or action regarding the primary interest of the PDPPC and the role of individual members in the process of PDPPC decisions will be unduly influenced by a secondary interest."

3. Voting must be done by attendance (in person or on phone) at a meeting.
4. Votes cannot be by proxy.
5. Any new voting members in any of the categories included in #2 above will have a vote after attending three (3) consecutive meetings.
6. Three (3) consecutive unexcused absences will result in the loss of a vote.
7. Excused absences are given with notification to one of the PDPPC co-chairs.
8. After three (3) consecutive excused absences a voting member will have a vote for the fourth consecutive meeting. If not present for the fourth meeting #5 above must be met.

The goals for the voting structure 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.

Official Attendance List, Voting Members and other information are identified on the PDPPC website at: https://www.colorado.gov/hcpf/participant-directed-programs-policy-collaborative. See the documents, sorted by meeting date.