



**Department of Health Care Policy & Financing  
Participant-Directed Programs Policy Collaborative (PDPPC) Agenda  
Updated meeting access information and presenters**

**Date and Time:** Wednesday, June 26, 2024, 1 to 3:55 p.m. MT  
**Join with Zoom:** **Your unique Zoom link is in your registration confirmation email. If you have not registered, [register online now](#). (see page 2 for more details)**  
**Join by Phone:** (Toll-free) 1-877-853-5257, (Local) 1-719-359-4580  
**Meeting ID: 815 4766 3508 Passcode: 715830**  
**Attendance Link:** Logging attendance in the Google form is no longer necessary

I.	1:00 - 1:10	Welcome, Agreements, Identify Phone-in Attendees	<b>HCPF Staff-Paul H.</b>
II.	1:10 - 1:20	Open Forum #1	All
III.	1:20 - 1:45	Co-Chair Announcements and Next Steps, Questions	HCPF, Co-Chairs
IV.	1:45 - 1:55	Meeting Cadence and Structure	Co-Chairs, HCPF Staff
V.	1:55 - 2:05	Case Management Eligibility Updates	<b>HCPF Staff-Kidron B.</b>
VI.	2:05 - 2:15	New FMS, Training and Support Contracts Update	HCPF Staff-Jessica C.
VII.	2:15 - 2:20	Overspending Protocol Rule and Timeline Update	HCPF Staff-Dani C.
VIII.	2:20 - 2:30	<b>Break</b>	<b>All</b>
IX.	2:30 - 2:55	Break-Out Rooms	
		1. CDASS & IHSS Members, Families, Advocates Only	Participants Only
		2. In-Home Support Services (IHSS) Subcommittee	IHSS Stakeholders
		3. FMS / Training & Support / Case Management	All Welcome
X.	2:55 - 3:00	Subcommittee, Workgroup, Break-Out Report Out	All
		• Break-Out Room Report Out	
		• PDPPC Mission, Values, and Goals Subcommittee	
XI.	3:00 - 3:15	FMS Annual Satisfaction Survey Presentation	CDCO
XII.	3:15 - 3:30	Direct Care Careers (DCC) Presentation	HCPF Staff-John H.
XIII.	3:30 - 3:45	ABLE Accounts Presentation*	CDPHE-Dr. Erhart
XIV.	3:45 - 3:55	Open Forum #2	All

**Next Meeting: Wednesday, July 24, 2024, 1 to 4 p.m. MT**  
Agenda topic requests must be sent through the [PDPPC Agenda Topic Request Form](#) or by contacting PDPPC Co-Chairs by the 2nd Wednesday of each month

\*ABLE - In 2014 the Achieving a Better Life Experience (ABLE) Act was signed into law. The ABLE Act allows people with disabilities to create tax-advantaged savings accounts called ABLE accounts.



## Attending the Meeting Online

You must register to participate in PDPPC online through Zoom. Please follow the steps below if you have not registered for the meeting. If you are unsure if you have already registered, email [HCPF\\_PDP@state.co.us](mailto:HCPF_PDP@state.co.us) so we can check.

1. Complete the [PDPPC Registration Form](#)
2. You will receive a confirmation email titled "Participant-Directed Programs Policy Collaborative (PDPPC) Confirmation." It will have your online access information. **The meeting link you receive is unique to you.**
3. Find the "Add to Calendar" section in your confirmation email and click on the type of calendar you use to add all the meetings to your calendar. It looks like this:

[Add to Calendar\(.ics\)\\_|\\_Add to Google Calendar\\_|\\_Add to Yahoo Calendar](#)

To edit or cancel your registration details, [click here.](#)

## Attending the Meeting by Calling-In

If you prefer not to register, then you can only access the meeting by calling-in. Please be sure to identify yourself at the start of the meeting so your attendance is captured. The call-in information is:

US: +1 719 359 4580 or 877 853 5257 (Toll Free)  
 Meeting ID: 815 4766 3508  
 Passcode: 715830

**Reasonable accommodations:** Will be provided upon request for individuals with disabilities. Please notify Participant-Directed Programs at [HCPF\\_PDP@state.co.us](mailto:HCPF_PDP@state.co.us) or 303-866-5638 or the 504/ADA Coordinator at [hcpf504ada@state.co.us](mailto:hcpf504ada@state.co.us) at least one week before the meeting.

**Questions about CDASS or IHSS:** May be sent to the Participant-Directed Programs unit. Visit the [Participant-Directed Programs website](#) for more information.

**Current PDPPC Co-Chairs:** Curtis Wolff and Kevin Smith. For contact information, please reach out to the Participant-Directed Programs unit.

### 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 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
- 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 CDASS and IHSS 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
- Case Management Agencies
- FMS (Fiscal Management Services) contractors
- Training and Operations contractor
- HCPF staff

The ability to vote on the PDPPC is based on consistent participant activity, which demonstrates investment in the process and commitment to developing and implementing the committee's work's outcomes.

### 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, in a minimum of three (3) PDPPC meetings. This group is inclusive of:
  - CDASS and IHSS members, family members (employees or not), Authorized Representatives, and employees
  - Case Management Agencies, one (1) vote per agency
  - 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. Each contracted FMS determines the person carrying the vote 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 the 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.

Co-Chair Voting: June 2024

The Official Attendance List, Voting Members, and other information are on the PDPPC website. The documents are sorted by meeting date.

