



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

**Date and Time:** Wednesday, May 22, 2024, 1 to 3:45 p.m. MT  
**Join with Zoom:** [Zoom Link](#), Meeting ID: 969 4053 6000, Passcode: 115140  
**Join by Phone:** (Toll-free) 1-877-853-5257, (Local) 1-719-359-4580  
**Attendance Link:** Logging attendance in the Google form is no longer necessary

- |       |             |   |   |
|-------|-------------|---|---|
| I.    | 1:00 - 1:10 | Welcome, Agreements, Identify Phone-in Attendees  | Curt Wolff  |
| II.   | 1:10 - 1:20 | Open Forum #1   | All   |
| III.  | 1:20 - 1:55 | Co-Chair Applicant Presentations and Q&A*   | Co-Chairs, Applicants                                 |
|       |             | <ul style="list-style-type: none"> <li>■ Bobbie Christensen</li> <li>■ Chelsea Cramer</li> <li>■ Curt Wolff</li> <li>■ Kevin Smith</li> <li>■ Michelle Morris</li> </ul>                      |   |
| IV.   | 1:55 - 2:10 | Co-Chair Voting Process   | Co-Chairs, HCPF Staff                                 |
| V.    | 2:10 - 2:25 | EVV Presentation: New Program Goal  | HCPF Staff - Jordan L.                                |
| VI.   | 2:25 - 2:35 | Case Management: Eligibility & Sustainability Updates   | HCPF Staff - TBD                                      |
| VII.  | 2:35 - 2:45 | <b>Break</b>  | <b>All</b>  |
| VIII. | 2:45 - 3:10 | Break-Out Rooms   |   |
|       |             | <ol style="list-style-type: none"> <li>1. CDASS &amp; IHSS Members, Families, Advocates Only</li> <li>2. In-Home Support Services (IHSS) Subcommittee</li> <li>3. **Sarah Send-Off</li> </ol> | Participants Only<br>IHSS Stakeholders<br>All Welcome |
| IX.   | 3:10 - 3:25 | Subcommittee, Workgroup, Break-Out Report Out   | All   |
|       |             | <ul style="list-style-type: none"> <li>● Break-Out Room Report Out</li> <li>● PDPPC Mission, Values, and Goals Subcommittee</li> </ul>  |   |
| X.    | 3:25 - 3:35 | Overspending Protocol Rule and Timeline Update  | HCPF Staff- Dani C.                                   |
| XI.   | 3:35 - 3:45 | Open Forum #2   | All   |

**Next Meeting: Wednesday, June 26, 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

\*5 minutes per presentation, 10 minute Q&A

\*\*Join the Sarah Send-Off breakout room to share your advice, encouragements, and well-wishes with Participant-Directed Programs' intern, Sarah, as she will soon enter the world as a new Master of Social Work!



**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](mailto:John.R.Barry@state.co.us) 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 at: [HPCP\\_PDP@state.co.us](mailto:HPCP_PDP@state.co.us) or call 303-866-5638. 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 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 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 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 demonstrating investment in the process and commitment to developing and implementing the outcomes of 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, 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.

Official Attendance List, Voting Members, and other information are on the [PDPPC website](#). See the documents, sorted by meeting date.

