



## Early Childhood Evaluation Advisory Subcommittee Meeting

August 15, 2016  
3:30-5:00 p.m.

Sequoia Healthcare District  
525 Veterans Boulevard  
Redwood City, CA 94063

**Committee Members F5SMC Commissioners:** Pam Frisella (Chair), Michael Garb, Neel Patel,  
Louise Rogers

**Staff:** Kitty Lopez, Michelle Blakely, Jenifer Clark

**Minutes:** Jenifer Clark

### AGENDA

	Item	Presenter
1.	Agenda Review & Announcements	Frisella
2.	Approval of the February 8, 2016 Early Childhood Evaluation Advisory Subcommittee Meeting Minutes (Attachment 2)	Frisella/All
3.	Discussion: Grantee Representation on the ECEA Subcommittee (Attachment 3)	Clark
4.	Discussion: Rollout of Targeted Evaluation Funding (Attachment 4)	Clark
5.	Updates: Ongoing Research & Evaluation Activities <ul style="list-style-type: none"><li>• Big Data Pilot Project</li><li>• Persimmony Implementation</li></ul>	Clark
6.	Next Steps	Frisella/All
7.	Adjourn	Frisella
<b>Next Meeting Date(s):</b> <i>October 17<sup>th</sup></i>		

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**FIRST 5 SAN MATEO COUNTY**  
**Early Childhood Evaluation Advisory Subcommittee**  
**MEETING MINUTES**  
**February 8, 2016**

**PRESENT:**

- COMMISSIONERS: Pam Frisella, Michael Garb, Neel Patel, Louise Rogers
- STAFF: Kitty Lopez, Jenifer Clark
- GUEST: Diana Harlick, San Mateo County Office of Education
- MINUTES: Jenifer Clark

**1. Agenda Review/Announcements**

The agenda was approved with no changes.

**2. Approval of the Jan 11, 2016 Early Childhood Evaluation Advisory Subcommittee Meeting Minutes**

Minutes were approved with no changes.

**3. Review & Discussion: Gardner Center Scope of Work for the Big Data Pilot Project**

The group reviewed the scope of work for the Big Data Pilot Project, and had a robust discussion about the methods and potential uses for the information developed with this technique. Among the issues discussed were:

- Technical aspects of identifying the relevant low-income families (pregnant women and families with children ages 0-3 who live in Redwood City) and managing the data over time, including issues related to attrition
- Sustaining the project long enough to incorporate the juvenile and criminal justice systems
- Incorporating data from state-held health registries such as immunization records
- Identifying children with IFSPs and IEPs
- Possible ways to identify high-need families who don't engage in services for which they are eligible; for example, by using birth record data

**4. Review & Discussion: Draft Implementation Activities and Timeline for Persimmony**

This item was held over in order to allow enough time for the presentation and discussion about school readiness assessment for Big Lift Communities.

## 5. **Presentation: School Readiness Assessment for Big Lift Communities**

The Committee also received a presentation on the Brigance assessment, a kindergarten readiness assessment that has been selected as an outcome measure by the Big Lift. Diana Harlick from the San Mateo County Office of Education presented on the process by which the Brigance was identified and selected, and some information about the tool. Issues discussed by the group included:

- Differences between formative and summative assessments of children
- Challenges associated with developing consensus among multiple school districts with local control over whether they perform kindergarten readiness assessments and which tools they use, as well as different capacities for collecting and maintaining data
- The possibility of using school readiness assessments as developmental screening tools
- The potential for engaging pediatric health care providers in school readiness screening for preschool-aged children

## 6. **Next Steps**

1. The contract with the Gardner Center for the Big Data Pilot Project will be taken to the Commission for approval at its upcoming meeting on February 22<sup>nd</sup>.

### Next Meeting(s):

- *Monday March 21<sup>st</sup> from 3:30PM to 5:00PM, Sequoia Healthcare District*
- *Monday April 18<sup>th</sup> from 3:30PM to 5:00PM, Sequoia Healthcare District*

## Committee Planning Form

***F5SMC Early Childhood Evaluation Advisory Committee***

1. Name of committee: Early Childhood Evaluation Advisory Committee (ECEA)
2. Purpose of committee: To advise the full Commission on issues related to planning and implementing the Commission's research and evaluation activities; to hear the perspectives of F5SMC grantees on evaluation and data collection and utilization; to serve as the initial audience for research and evaluation findings; and to provide guidance to staff and evaluation contractors regarding presentation of results to the full F5SMC Commission.
3. Standing or ad hoc : Standing
4. Meeting dates: Third Monday in February, April, June, August, and October
5. Meeting time: 3:30 pm to 5:00 pm
6. Meeting place: First 5 San Mateo County, 1700 S. El Camino Real, Ste. 405, San Mateo, CA 94402; or Sequoia Healthcare District, 525 Veterans Boulevard, Redwood City, CA 9063.
7. Meeting leader/chair: Pam Frisella
8. Who sets the agenda: F5SMC Evaluation Specialist, in consultation with F5SMC management and Committee chair.
9. How does one place an item on agenda: Contact F5SMC Evaluation Specialist
10. Are minutes taken and if so by whom: Yes; F5SMC Evaluation Specialist
11. How does one become a member of committee: Commissioners volunteer at the beginning of each calendar year when Committee membership is determined; grantee members are invited by F5SMC staff
12. How does one become chair of committee: Chair must be a Commissioner member; elected by a vote of all ECEA members.
13. Are the meetings open to non- committee members: Yes, all F5SMC meetings are open to the public.
14. How are decisions made: By voting. A simple majority is required to approve a motion.
15. Are the decisions binding or recommendations: Recommendations
16. Who does the committee report to: F5SMC Commission
17. Do committee members receive compensation or benefits: No
18. Is there a formal orientation for committee members: Nothing beyond what is provided to all F5SMC Commissioners
19. Are there written policies/procedures for committee members to follow: Nothing beyond what is provided to all F5SMC Commissioners
20. Are there term limits for membership: Commissioner members may remain on the Committee for the duration of their term on the F5SMC Commission. *We have not yet indicated that there is a term limit for grantee members, but I think we should. I would be interested to hear your thoughts about an appropriate term.*

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**DATE:** August 15, 2016  
**TO:** F5SMC Early Childhood Evaluation Advisory Subcommittee  
**FROM:** Jenifer Clark, Research & Evaluation Specialist  
**RE:** Discussion: Rollout of Targeted Evaluation Funding

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## **BACKGROUND**

At its February 2016 meeting, the F5SMC Commission approved a reapportionment of the funding allocations for several activities within the Research & Evaluation portfolio of the organization. Strategic Plan Implementation Plan (SPIP) Allocations for the Online Grants Management & Data System, External Evaluation Contractor, and Big Data Project were combined into a single Data & Evaluation Allocation of \$872,000 through FY 2017-18, with specific strategy allocations as follows:

1. \$280,000 to the Online Grants-Management and Data Collection System
2. \$62,000 to the Big Data Pilot Project
3. The remaining \$530,000 was retained within the combined allocation to be disbursed to more targeted research and evaluation projects over FY 2016-17 and FY 2017-18

## **ISSUES TO CONSIDER**

- The use of an online grants management and data system to collect and store Comprehensive Evaluation data allows F5SMC staff to manage cross-program and F5CA-required data collection and analysis, and will support funded programs' ability to access real-time information and reports about their clients and services.
- As a part of its 2015-2020 Strategic Plan, F5SMC has several new initiatives that may benefit from a more targeted evaluation. These include the Family Engagement Initiative and the Safe, Healthy, & Equitable Communities work.
- F5SMC has heard from grantees that funds and technical assistance for program-level evaluation are difficult to secure, and that this type of support from F5SMC would fill a need in the community.
- The F5SMC Early Learning investments are braided with other local and statewide efforts that are currently participating in rigorous evaluations, including Big Lift and IMPACT.
- Many of our Child Health investments in the Special Needs sector are joined with larger efforts such as Help Me Grow. These programs are also participating in larger evaluations.

## **RECOMMENDATIONS**

1. Use \$300,000 over two fiscal years to engage one or more external evaluation consultants to design and implement deeper, more targeted evaluations of F5SMC initiatives as determined by staff and Commissioners.
2. Develop and conduct a streamlined competitive funding process open only to grantees that will allocate \$230,000 over two fiscal years for program-specific evaluation. Multiple evaluation grants will be awarded, with a maximum grant of \$80,000 over two years.

**FISCAL IMPACT**

While the \$530,000 under discussion for these evaluation projects has been allocated as part of the SPIP for FYs 2016-17 and 2017-18, these dollars are not currently included in the F5SMC agency budget. Once evaluation contracts are awarded to an external evaluator and to grantees, an agency budget revision will be required.