



# Early Childhood Evaluation Advisory Subcommittee Meeting

March 17, 2025

3:30-4:30 p.m.

1700 S. El Camino Real  
Miller Ream Room, 1<sup>st</sup> Floor  
San Mateo, CA 94402

Participate via Zoom

Invite Link <https://smcgov.zoom.us/my/jdc.f5smc?omn=84265283574>

Meeting ID: 623 587 9847

**\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\***

This meeting of the Early Childhood Evaluation Advisory Subcommittee will be held in the Miller Ream Room on the first floor at 1700 S. El Camino Real, San Mateo, CA 94402. Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person in the Miller Ream room. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

**F5SMC Commissioners:** Colleen Chawla, Naveen Mahmood, Hanish Rathod

**Grantee Representatives:** Heather Cleary, Peninsula Family Service; Carol Elliott, AbilityPath

**EVALCORP Representatives:** Sherri Widen, Sally Lee, Devan Petersen

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

**Minutes:** Jenifer Clark

## AGENDA

	Item	Presenter
1.	Agenda Review & Announcements	Clark/All
2.	Elect Subcommittee Chairperson for 2025 Calendar Year	All
3.	Approval of the Minutes of the May 13, 2024 Meeting of the Early Childhood Evaluation Advisory Committee ( <b>Attachment 3</b> )	Chair
4.	Discussion: Client-Level Data Collection for FY 2024-25 and Ongoing	EVALCORP
5.	Update: Network Mapping with F5SMC Partner Organizations	EVALCORP
6.	Next Steps	Clark
7.	Adjourn	Chair
<b>Next Meeting Date(s):</b> May 12, 2025 July 21, 2025		

### **Public Participation:**

The Early Childhood Evaluation Advisory Subcommittee meeting may be accessed through Zoom online at the Zoom link at the top of this agenda. The Early Childhood Evaluation Advisory Subcommittee meeting may also be accessed via telephone by dialing 1 669 900 6833 US. Enter the meeting ID: 975 7768 2498 then press #. (Find your local number: <https://smcgov.zoom.us/j/97577682498>). Members of the public can also attend this meeting physically in the Miller Ream Room.

\*Written public comments may be emailed to [jdclark@smcgov.org](mailto:jdclark@smcgov.org), and such written comments should indicate the specific agenda item on which you are commenting.

\*Spoken public comments will be accepted during the meeting in person or remotely through Zoom at the option of the speaker. Public comments via Zoom will be taken first, followed by speakers in person.

**\*Please see instructions for written and spoken public comments at the end of this agenda.**

### **\*Instructions for Public Comment During Hybrid Meetings**

During hybrid meetings of the Early Childhood Evaluation Advisory Subcommittee, members of the public may address the Members of the Subcommittee as follows:

#### **\*Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [jdclark@smcgov.org](mailto:jdclark@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Members of the Early Childhood Evaluation Advisory Subcommittee and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, the Research & Evaluation Specialist will make every effort to either (i) provide such emailed comments to the Subcommittee and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

#### **\*Spoken Comments**

##### In person Participation:

1. If you wish to speak to the Early Childhood Evaluation Advisory Subcommittee, please raise your hand during the Public Comment portion of the meeting (for items not on the agenda) or during the discussion of the agenda item you wish to comment on. If you have anything that you wish distributed to the Subcommittee and included in the official record, please hand it to the Research & Evaluation Specialists who will distribute the information to the Subcommittee members and staff.

##### Via Teleconference (Zoom):

1. The Early Childhood Evaluation Advisory Subcommittee meeting may be accessed through Zoom online at the links and telephone numbers listed above.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Early Childhood Evaluation Subcommittee Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.

#### **\*Additional Information:**

For any questions or concerns regarding Zoom, including troubleshooting, privacy, or security settings, please contact Zoom directly.

Public records that relate to any item on the open session agenda for a regular Early Childhood Evaluation Advisory Subcommittee meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Early Childhood Evaluation Advisory Subcommittee.

## FIRST 5 SAN MATEO COUNTY

### Early Childhood Evaluation Advisory Subcommittee

#### Meeting Minutes

May 13, 2024

- Commission Members Present: Louise Rogers (Chair, via Zoom), Manufou Liaiga-Anoa'i
- Commission Member Absent: Naveen Mahmoud
- Grantee Representatives Present: Heather Cleary, Peninsula Family Service; Carol Elliott, AbilityPath
- EVALCORP Representatives via Zoom: Sally Lee, Devan Petersen
- F5SMC Staff: Kitty Lopez, Michelle Blakely, Jenifer Clark

#### 1. Agenda Review & Announcements

The agenda was approved with no changes

#### 2. Approval of the minutes of the March 18, 2024 Early Childhood Evaluation Advisory Subcommittee

Minutes were approved with no changes.

#### 3. Updates: Ongoing Research & Evaluation Activities

- **TRISI Project Evaluation:** Jenifer Clark provided a status update on the evaluation of the TRISI project. We have contracted with Susan Wolfe, a consultant with expertise in trauma-informed and participatory evaluation who will be guiding this work. We will be contacting the organizations who participated in the initial round of the TRISI project to collect qualitative information through key informant interviews and Journey Mapping. We will also explore the possibility of readministering the Trauma-Informed Organizational Practices Assessment to identify any shifts in these organizations' development of trauma-informed practices. Organizations that participated in the second round of the TRISI project will also participate in the qualitative data collection. The goals of the evaluation include learning about how different aspects of the TRISI project impacted organizations' work to become more trauma-informed, and anything that facilitated or impeded ongoing work in this area. We will also be asking the participating organizations what they would like to learn from the evaluation and incorporating that information into the process.
- **Client-Level and Systems Improvement Data Collection Pilot:** This topic was held over due to technological difficulties. Sally Lee of EVALCORP will send the update presentation out to the Committee Members for asynchronous review. Jenifer Clark will follow up to gather feedback and questions to share with EVALCORP.

4. **Discussion: Social Network Analysis of F5SMC Grantee and Partner Organizations**

This topic was held over due to technological difficulties. Sally Lee of EVALCORP will send the presentation out to the Committee Members for asynchronous review. Jenifer Clark will follow up with Committee members to gather feedback and questions to incorporate into the planning process for the survey.

The next meeting of the Early Childhood Evaluation Advisory Committee is scheduled to be held in person on July 15, 2024 from 3:30-4:30pm.