



# Early Childhood Evaluation Advisory Subcommittee Meeting

January 12, 2026  
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=95652014560>  
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

**Public Members:** Heather Cleary, Peninsula Family Service; Carol Elliott, AbilityPath

**EVALCORP Representatives:** Sally Lee, Kristen Cunningham

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

**Minutes:** Jenifer Clark

## AGENDA

	Item	Presenter
1.	Agenda Review & Announcements	Clark/All
2.	Election of Subcommittee Chair for Calendar Year 2026	Clark/All
3.	Approval of the Minutes of the July 21, 2025 Meeting ( <b>Attachment 3</b> )	Chair
4.	Discussion: Partner Network Mapping Results	EVALCORP
5.	Update: Planned Evaluation Activities for 2026	EVALCORP/ Clark
6.	Next Steps	Clark
7.	Adjourn	Chair
<b>Next Meeting Date(s):</b> March 16, 2026 May 11, 2026		

### **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/acBJLZgb6r>). 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

July 21, 2025

- Commission Members Present: Colleen Chawla, Naveen Mahmoud, Hanish Rathod
- Public Members Present: Heather Cleary, Peninsula Family Service; Carole Elliot, AbilityPath
- EVALCORP Representatives via Zoom: Sally Lee, Kristen Cunningham
- F5SMC Staff: Kitty Lopez, Michelle Blakely, Jenifer Clark, Myra Cruz

1. **Agenda Review & Announcements:**

The agenda was approved with no changes.

2. **Election of Subcommittee Chair for Calendar Year 2026:**

Commissioner Rathod graciously offered to serve as Subcommittee Chair for calendar year 2026 and was unanimously elected to the position.

3. **Approval of the Minutes of the May 13, 2024 Meeting and the Record of the March 17 Feedback Session of the Early Childhood Evaluation Advisory Committee:**

Minutes were approved with no changes.

4. **Update: Network Mapping with F5SMC Partners:**

Kristen Cunningham from EVALCORP shared an update on the Network Mapping survey, which opened on June 30th. Thus far there are 7 responses out of 31 organizations invited to participate, for a response rate of 23%. The tentative close date for the survey was initially scheduled for Friday July 25th; the evaluation team expected that we would have to extend the date to allow adequate time to receive a fuller sample, which we are planning to do. Subcommittee members had questions about what sample size would be sufficient for a network analysis of this type, how long it may take to complete the survey, and what types of actionable information we are hoping to get for the project. Regarding sample size, of course the ideal would be to achieve a perfect response rate. Given how rare that is, something between a 50%-80% rate would provide sufficient data and may be achievable. The survey is relatively long and complex, as each organization is asked to rate its level of collaboration with all other organizations within the sample. It may take up to an hour for each responding organization to complete. Subcommittee members suggested that completion reminders/requests to participate should come from Kitty Lopez to ensure that partners understand the value we place on their participation.

5. **Discussion: Planning Client-Level Data Collection for FY 25-26:**

- Data collection forms for direct services to children and families include a survey for families receiving less-intensive, lighter touch services, and a more robust survey for families who are receiving more intensive services (one-on-one, multiple sessions over at least 4 months). These surveys were updated based on data quality and provider feedback from the pilot

- administration that took place last year. Grantee trainings on survey administration and data collection will take place in late summer/early fall, and implementation will start this fall.
- The group had a rich discussion about the aims, utility and data collection burden related to the sign-in spreadsheet for cross-agency collaborative meetings. The data from this sheet allows us to see which organizations and individuals are attending collaborative meetings. One goal of this work is to quantify the time and resourced dedicated to systems change efforts. Subcommittee members suggested that we combine this information about resources with information about the outcomes of these collaborations, such as policy impact, MOUs or other formal collaborative agreements put into place. Much of the discussion also focused on whether manual data collection using spreadsheets could be replaced by automated or AI solutions. Commissioner Rathod has experience with automated approaches and offered to share his knowledge with F5SMC staff and the evaluation team.

**Other Agenda Items:**

Discussions of the Provider Survey and FY 2025-30 Strategic Plan Outcomes and Indicators were held over due to time constraints.

The next meeting of the Early Childhood Evaluation Advisory Committee is scheduled to be held in person on October 20, 2025 from 3:30-4:30pm.