



**First 5 San Mateo County(F5SMC)
PROGRAM, OPERATIONS AND PLANNING (POP) COMMITTEE MEETING**

**Monday, April 6, 2026
4:00 – 5:00 p.m.**

**San Mateo County Office of Education
101 Twin Dolphin Drive, 2nd Floor Conference Room
Redwood City, CA 94065**

COMMISSION MEMBERS: Marcos Chávez, Nkia Richardson,
Ilhaam Husain (representing Jackie Speier)
PUBLIC MEMBER: Harvey Kaplan, Liz Scully
STAFF: Kitty Lopez, Michelle Blakely, Myra Cruz

AGENDA

	Item	Presenter
1.	Approval of the April 6, 2026 Program, Operations and Planning Committee Meeting Agenda	Richardson
2.	Elect Committee Chair	All
3.	Approval of the Minutes of the October 6, 2025, Program, Operations and Planning Committee Meeting (<i>Attachment 3</i>)	New Chair
4.	Program Updates: i. Immigration ii. MOU with Kaiser and Health Plan of San Mateo iii. San Mateo County Child Care Blueprint/Children’s Collective (<i>Verbal Updates</i>)	Blakely/Lopez
5.	Adjourn	New Chair
<p align="center">Next Meeting Date: <i>April 6, 2026</i></p>		

**First 5 San Mateo County (F5SMC)
Program, Operations and Planning (POP)
COMMITTEE MEETING MINUTES**

October 6, 2025

**San Mateo County Office of Education
101 Twin Dolphin Drive, 2nd Floor Conference Room
Redwood City, CA 94065**

Commissioners: Nancy Magee (absent), Nkia Richardson, Ilhaam Husain (representing Jackie Speier)
Public Member: Harvey Kaplan, Liz Scully (online)
Staff: Kitty Lopez, Michelle Blakely, Jenifer Clark, Mai Le, Myra Cruz

The meeting was called to order at 4:02 PM. The meeting was held in a hybrid format.

1. Approval of the October 6, 2025 Program, Operations, and Planning Committee Meeting Agenda:

MOTION: Commissioner Kaplan / SECOND: Commissioner Richardson. Motion approved.

2. Approval of the September 8, 2025 Program, Operations, and Planning Committee Meeting Minutes:

MOTION: Public Member Kaplan / SECOND: Commissioner Richardson

3. Community of Practice (CoP) Discussion

Jenifer Clark, Research and Evaluation Specialist at F5SMC, provided a brief background on a Community of Practice (CoP) and introduced presenter Brittany McAllister, Associate Director of Consulting at Sellers Dorsey & Associates, F5SMC's contract for the Capacity and Network Building for Family Support Providers. McAllister shared the following:

- Goals:
 - Strengthen connection and support
 - Multi-Disciplinary, Cross-Sector Communities of Practice
 - Foster Cross-sector collaboration
 - Facilitate meaningful engagement and participation
 - Advance whole-family, equitable outcomes
 - Concrete problem solving & resource sharing
- The target population consists of individuals delivering direct services to families with young children, including those working in sectors such as early learning, early childhood and maternal health, home visiting, and Baby Bonus community health programs. The goal is to engage 200 participants.

- Activities involve recruitment, planning, holding and facilitating, gathering feedback, program refinement and feedback synthesis for leadership. McAllister sought Committee's feedback such as translators, locations, guest speakers, participation incentives. Discussion ensued.

The Meeting adjourned 4:50 pm.