



Early Childhood Evaluation Committee

April 19, 2010

3:30-5:00pm

Meeting Location: 1700 S. El Camino Real, Suite 405, San Mateo, CA 94402

Committee Members F5SMC Commissioners: Harvey Kaplan, David Mineta (Chair)

Committee Members: Sarah Kinahan (Absent), Jim Miller (Pre-3), Dana Petersen (SRI)

Staff: Michelle Blakely, Jenifer Clark

Minutes: Jenifer Clark

Minutes

	Item
1.	<p>Agenda Review & Announcements</p> <ul style="list-style-type: none">• Jenifer Clark and Michelle Blakely announced that, after requesting 3 bids, F5SMC has decided to contract with the SPHERE Institute on a small research project mapping the system of care for children 0-5 and their families and service providers. This project will identify funding streams, eligibility requirements, and protocols and procedures for assessments, referrals, and case management across the multiple systems and agencies serving children 0-5 in San Mateo County. Deliverables on the project will include a comprehensive report, as well as fact sheets appropriate for use with various constituencies such as policy-makers and service providers.• David Mineta announced that he has been nominated to a position in the Obama administration and, pending his approval, will be leaving us to move to Washington, D.C. All present offered him congratulations and best wishes.
2.	<p>Approve Minutes of March 2010 Meeting</p> <ul style="list-style-type: none">• Minutes were approved.
3.	<p>Update on Data Collection Feedback from Grantees</p> <ul style="list-style-type: none">• Jenifer Clark and Dana Petersen provided an update on feedback from grantees regarding the data collection activities implemented as a part of the Comprehensive Evaluation. SRI and F5SMC have had meetings with several different grantees to learn how the data collection is proceeding, and to identify specific service settings and populations where implementation has been more challenging. We have also had some very rich conversations about the goals of the data collection activities (e.g. accountability of programs to F5SMC, accountability of F5SMC to F5CA and to the community; evaluation of the effectiveness of funded strategies; program improvement). We will be using what we have learned this year to consider ways of refining data collection activities that will reduce burden on service providers and families while maintaining the need for accountability and credible evaluation results.

4.	<p>Review Intellectual Property Protocols</p> <ul style="list-style-type: none"> The group discussed the draft intellectual property protocols. They agreed that it made sense to develop different protocols for grantees and consultants, given the very different relationships they have with F5SMC, and the different ways in which F5SMC wants to support data usage. Specifically, the group recommended that there be no restrictions on the ways in which funded programs use data collected on the clients they serve, while F5SMC should maintain strict review and approval rights over data and materials generated by consultants. Jim Miller noted that if a program would like the “F5SMC Seal of Approval” of a report or presentation, they can ask for that on a case by case basis. Commissioner Mineta observed that ensuring that the Commission has IP rights to products developed by consultants using its funds will enable F5SMC to facilitate the dissemination of such products more widely, rather than allowing private organizations to profit.
5.	<p>Comprehensive Evaluation Planning: FY10-11</p> <ul style="list-style-type: none"> Dana Petersen and Jenifer Clark led a review of SRI’s proposed SOW activities for the next fiscal year. One change in the proposed plan involves extending the data collection window for the Healthy Homes and ECMH In-Depth evaluations. Due to the time it took to plan these evaluations and implement the data collection activities, it is unlikely that there will be adequate sample sizes to support robust data analysis if data collection ends as originally planned. Program staff and SRI estimate that extending the data collection windows through June 2011 for ECMH, and through September 2011 for HH, will result in adequate sample sizes. Given the time, effort, and resources that have gone into these evaluations thus far, it is important to ensure that we are able to produce useful and credible results. Another change involves canceling the proposed in-depth evaluation of Shelter Network’s therapeutic child care setting. Resources initially targeted towards this evaluation will be used to extend data collection activities for HH and ECMH, and to ensure robust evaluations of the Care Coordination and ECE Provider Capacity Building and Quality Support strategies.
6.	Next Steps
7.	Adjourn