



EVALUATION ADVISORY COMMITTEE MINUTES

Thursday, July 10, 2008 2:00 p.m.

First 5 Monterey County

1125 Baldwin Street; Salinas, California 93906

Call to Order: Len Foster, Committee Chair called the meeting to order at 2:03 p.m.

Roll Call: A legal quorum was not present.

Commissioners in attendance: Len Foster (Commissioner Dr. Robert Black was absent as excused)

Committee Members, Funded Partner Representatives, Consultants and Staff in Attendance:

David Dobrowski, Evaluation Officer; Gay Spitz, Salinas Adult School; Krista Hanni, Monterey County Health Department; Raul Martinez, Michelle Magee and Gary Resnick of Harder + Company and Lisa Luis, Program Support (recorder).

Approve Agenda:

The agenda was approved as presented.

Public Comment Period: *Members of the audience desiring to address the Commission may do so during this time. Public comments on items not already on the agenda will be accepted.*

No public comment presented.

Action/Information Items:

1. Approval of Evaluation Advisory Committee Meeting Minutes – May 15, 2008

One correction was noted. Due to lack of quorum, approval tabled to next meeting.

2. Persimmony Database Update – David Dobrowski, Evaluation Officer

David presented an informational update as his goal is to keep the committee well informed about Persimmony. A number of Funded Partners are already using the Persimmony Database. Some are using it in a limited manner and not to the full extent. David is working with them on uploading client data.

The Special Needs Program (SNP) wanted to use Persimmony instead of PEDS. But we were told they can't because PEDS is a requirement with our contract with the State. The State said there is no way they can import data from other systems.

Len asked if there is a way we can make this happen. He thinks it would be a good gesture towards our Funded Partners. He's not sure how much work that would be for David and staff to basically do double data entry. Len recommended it be examined as an option.

Krista felt that Persimmony should be able to assist in extracting the data. David said Persimmony can do it, but the State won't accept anything.

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David also demonstrated the GIS tool in Persimmony and showed maps of our Funded Partner locations and of the Cabrillo's clients. Persimmony is able to pull up instantaneous reports on ethnicity, etc.

3. Piloting of the Parent Interview – Raul Martinez, Harder + Co

Raul reported. The Parent Interview will start in the second week of August and the data collection window opens the month of November. The goal is to interview 200 parents. Harder has a draft Parent Interview protocol in place if any members of the committee would like to have a copy.

Harder currently has a list of 12 parents that are willing to participate in the pilot interview process. These first interviews are currently being scheduled and will start next on the week of July 14th and completed within two weeks.

Their data collection team is in place. Marisela and Nayeli and most of the team members are native Spanish speakers. One of the team members has worked on the Sacramento area interviews. Interviewers will be timing the interview to see how much time it will really take to complete. Interviews will be done 75% via phone, but some interviews will be conducted in parent's homes or other locations.

At the end of pilot interviews there are two key questions for quality control:

1. What questions were confusing?
 2. Were the questions and/or interview too long?
- Interviewers keep notes on what takes longer than expected and they will make minor revisions as needed.

Len shared that he is always concerned with the customer service level and tone of the interviewers. For example, are they only making sure the survey gets done versus folks giving their personal information out over the phone and being conscious of this. In the past, health department surveyors have been challenged with Caller ID and call screening.

Raul expressed that Len made a very good point. Harder and F5MC started to put the word out about the Parent Interviews at the Learning Circles and pointed out that the burden of this process is on Harder + Company to make this positive experience for all involved. Harder wanted to make sure the Funded Partners know that this is happening and take on the role of letting parents know the interviews will be conducted.

Michelle stated that if parents don't want to participate or don't feel comfortable, the interviewers will give them the option of calling their Funded Partner agency to verify this interview is legitimate.

4. Network Analysis Discussion (stratification, additional Non-funded partners) – David

Dobrowski, Evaluation Officer

This is the system part of the evaluation process to look at how Funded Partners are connected to each other and how F5MC is connected to people in the community.

Michelle informed the committee that this is part of the systems change evaluation looking at F5MC as a convener. In the past they only looked at Funded Partners and program coordinators via a survey.

Harder will conduct a Community Partner Survey. Trying to look at first order and second order relationships and trying to understand the reach. Michelle and Raul would like to make sure no one is missing from the list.

The products will be visual representations of the network analysis, creating snapshot between the nature of the relationships between agencies and how that changes over time.

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Harder referred to the first grid in handout. Includes agencies the Funded Partners nominated as an organization that they work with/collaborate with.

F5MC staff was also asked to nominate agencies. Should anyone else be added to the list? Who else?

Committee feedback included:

- Health Department: Maternal child and adolescent health – Judy
- Health Department : Community regional teams – Donna Putnam
- Health Department : Clinic Services Division – Julie Edgcomb
- Salinas Adult School: outside of parent programs – they have the ESL department that supports all kinds of families. Have a new director – Bob Harper.
- United Way – Mary Adams
- Child Abuse Council - David Merdei
- Each hospital has a Pediatric Committee usually. Family practice as well. Very helpful, needing to go back to what division and what contact person.
- Natividad – Valerie Barnes for Pediatric and Caroline Kennedy for Family Practice.
- MCOE Early Start for Special Needs children - Shirley Stihler
- MY Museum in Monterey
- Not sure what Medical Insurance Salinas is? Will ask Funded Partner for clarification.

The Funded Partner survey was also conducted. It was expanded to include line staff as well as program coordinators and executive directors. The length of the survey was expanded. The survey went extremely well. Had 100% of invited program coordinators and executive director participated. 39 out of 41 people asked to participate responded.

Raul shared that Harder is very grateful and to please communicate that to the Funded Partners.

Harder will be sending out thank you cards to everyone that participated. Funded Partners are comfortable with Harder + Co. allowing for improving rigor and telling a more comprehensive story.

5. Big Rocks for 2008/2009 – David Dobrowski, Evaluation Officer

David referred to the information handout that shows what events, planning and tasks are planned for the upcoming fiscal year. The development of evaluation for third major vision and Access to Quality Child Care for all needs program need to be added.

David shared he will be presenting at the American Evaluation Association (AEA) Conference, being held in November in Denver. Patricia from the Health Department will also be a presenter.

6. Children’s Council Report Update – David Dobrowski, Evaluation Officer

David gave an informational update. The Children’s Council and Monterey County Health Department were hoping to release one common report, but the Children’s Council has decided to put out their own report. They plan to work with the Health Department to obtain data to include it in report.

Krista pointed out that one good thing coming out of this is it’s creating better working relationships with people working in this field. They have to maintain identity with reports as they come out.

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Investing in something else cross cutting is not viable at this time. This report will be good for F5MC, Health Department, the United Way and others to continue to work together

Adjournment:

Meeting was adjourned at 2:50 p.m.

Upcoming Commission Meetings: *Unless otherwise noted, Meetings take place at: **First 5 Monterey County**; 1125 Baldwin Street; Salinas.*

- Regular Commission Meeting: July 28, 2008 at 9:00 a.m.
- Finance/Personnel Committee Meeting: September 5, 2008 at 8:30 a.m.
- Executive Committee Meeting: September 10, 2008 at 12:30 p.m.
- Evaluation Advisory Committee Meeting: September 11, 2008 at 2:00 p.m.

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