

## 1. Call to Order

Welcome and Introductions by Wendy Dickens, Executive Director

The meeting was called to order at 11:00 am.

In attendance:

### Evaluation Committee:

Cindy Vogt  
Susan Wilson  
Stephanie Taylor  
Susanna Sibilsky  
Robin Schurig  
Doug Woodworth

### Staff:

Wendy Dickens	Executive Director
Elizabeth Poole	Associate Director
Sara Phillips	Data & Evaluation Coordinator
Rita Panike	Admin & Fiscal Analyst

## 2. Public Comment Period

Members of the public are entitled under the Brown Act (Government Code Section 54950 et seq) to address the Commission on any matter within the Commission's subject matter jurisdiction. The Act prohibits the Commission from taking action or discussing the item unless it is already on the agenda.

## 3. Consider Approval of Minutes from November 12, 2015

**Action Item**

**Moved/Seconded: Wilson/Schurig**

**Ayes: All**

**Nays: None**

**Motion: Approved**

## 4. Direction of First 5 Shasta Evaluation Committee

Dickens gave an update of all the changes in programs that have happened at First 5 Shasta in the past year. First 5 Shasta has taken on the responsibility of being the Lead Agency for the 6 county QRIS North State Consortium as well as the Lead Agency for a 9-county QRIS Regional Hub. With this responsibility comes the need for gathering, evaluating and reporting data back to First 5 California.

First 5 Shasta is also in the planning stages for the implementation for a county-wide program called Help Me Grow. Part of this planning requires the development of an evaluation plan.

The committee felt the areas of focus for the Evaluation Committee would include:

- Help Me Grow Evaluation Plan
- QRIS & QRIS Hub data
- Continuation of existing First 5 Shasta grant evaluations
- Continue attending grantee Learning Conversations

The Committee also discussed the possible addition of 1 or more Evaluation Committee members. The Committee felt they should explore candidates from The McConnell Foundation, Shasta County Office of Education, and the Shasta Regional Community Foundation.

## 5. Evaluation Committee Meeting Schedule

- a. **Frequency of Meetings** – With the amount of work on the Committee's plate, they felt it would be best to meet every other month with additional meetings possible if needed.
- b. **When to schedule/length of meeting** – The Committee decided to meet every other month on the first Wednesday of the month beginning in November 2016. The Committee also felt that the lunch time meetings would still be the best time and meetings were scheduled from 11:00 am – 1:00 pm
- c. **Reschedule November Meeting** – Not necessary since the Committee will start their new meeting schedule in November.

## 6. KRS Updates for 2016/2017 School Year

Phillips stated that the Kindergarten Readiness Snapshot was currently underway. This year, with the expansion of the iPad grant through The McConnell Foundation, the Kindergarten Readiness Snapshot was being implemented in some of the surrounding counties (Trinity, Glenn, Modoc, Tehama). Preliminary data will be shared at the next Evaluation Committee meeting in November.

## 7. 2016 Child Health, Education, and Care Summit – November 2016

Panike shared the information for First 5 California's 2016 Child Health, Education, and Care Summit that will be held in Sacramento November 8-10. The summit is open to all that would like to attend. If any Evaluation Committee members are interested in attending they should let Rita Panike know as soon as possible.

### Next Evaluation Committee Meeting:

**Wednesday, November 2, 2016, 11:00 am – 1:00 pm; First 5 Shasta**

Meeting adjourned @ 12:36 pm

Respectfully submitted,



Rita Panike  
Administrative & Fiscal Analyst