

FIRST 5 SACRAMENTO COMMISSION

2750 Gateway Oaks Dr., Suite 330
Sacramento, CA 95833

EVALUATION COMMITTEE

ACTION SUMMARY

Monday, May 15, 2023 – 1:00 PM - 3:00 PM



Members: Steve Wirtz (Chair), David Gordon (Vice Chair), Olivia Kasirye
Advisory Committee Member(s): Emily Asquith Velasquez, Robin Blanks
Alternate Member: Tony Smith
Staff: Julie Gallelo, Carmen Garcia-Gomez
Attendance: D. Gordon and S. Wirtz, in person
R. Blanks, T. Smith, Dr. Olivia Kasirye via Zoom
Consultant: Applied Survey Research



Staff to verify member attendance.
D. Gordon and S. Wirtz, in person
R. Blanks, T. Smith, Dr. Olivia Kasirye via Zoom

1. Call to order and Roll Call

Action: Meeting was called to order at 1:05 PM. A quorum was not established.

There was discussion regarding continuing virtual meetings. J. Gallelo explained that it's required by County Counsel, members should be physically present in order to vote on agenda items.

2. Public Comments on Off-Agenda Items

Action: None.

3. Approve Draft Action Summary of January 27, 2023

Action: Moved to July meeting.

Typo on the date of the meeting; change from January 25 to the 27th.

4. Staff Update

Action: None.

Commission staff provided an update on the following items:

- **Building Strong Families:** Commission staff have been working with partners to finalize evaluation forms and protocols in order to launch the program in the coming weeks.
- **Refugee Family Support Progress Report:** Staff assisted program staff in the completion of the progress report to First 5 California.

5/8/2023 317 families have received services through the program. The program ends in August.

- **Persimmony Trainings/support:** Staff continues to hold monthly trainings as well and a monthly “office hours” meeting to provide support to Persimmony Users.
- **Referral Portal:** Persimmony and staff continue to make improvements to the referral portal with the hopes of launching it for all contractors in July.

S. Wirtz asked if Commission staff have received feedback from data entry staff and other Persimmony users. Staff explained that the only feedback received from Program Planners while doing site visits have been positive.

J. Gallelo shared the challenges that we continue to experience as staff do not attend the scheduled meetings and/or trainings.

5. General Evaluation Update – Applied Survey Research

Action: None.

ASR provided an update on the evaluation activities that took place during the months of February through April.

S. Wirtz asked for an update on the on referral criteria from DCFAS to B&B as it relates to the high risk families.

CAPC staff shared the process of updating the referral form to include additional information that may help with the referral process from DCFAS.

It was recommended that that leadership team meet and discuss the referral criteria from DCFAS to B&B.

6. Receive the Systems Optimization and Sustainability Report

Action: No vote taken/needed. Committee members recommended edits to the draft report.

7. Review Referral Portal

Action: None

Staff demonstrated the Referral Portal which will be launched to all contractors July 1.

The discussion focused on the importance of closing the loop on referrals that are provided. J. Gallelo explained the importance of only using the referral portal to enter actual referrals rather than information provided to clients.

8. Committee Member Comments

- a. Miscellaneous
- b. Future Agenda Items/Presentations

Adjourned: 3:04 p.m.

Respectfully submitted,

Carmen Garcia-Gomez, Evaluation Manager
First 5 Sacramento Commission