



City & County of San Francisco

# HEALTH SERVICE BOARD

1145 Market Street ♦ Suite 300 ♦ San Francisco, CA 94103

## G O V E R N A N C E C O M M I T T E E

### Notice and Agenda

Special Meeting

Wednesday, January 28, 2015

1:30 P.M.

1145 Market Street, First Floor  
Wellness Center  
San Francisco, California 94103

- Call to order
- Roll call                      Committee Chair, Karen Breslin  
   Committee Member Randy Scott  
   Committee Member Jordan Shlain, M.D.
- 01282015-01G      Action item                      Approval (with possible modifications) of the minutes  
   of the meeting set forth below:
  - Special Governance Committee meeting of  
   January 28, 2015Staff recommendation: Approve minutes.  
Documents provided to Committee prior to meeting:  
Draft minutes.  
Public comments:  
Action:

- 01282015-02G      Action item      **Review and Approval of Revised Board Performance Evaluation Process** (Tom Iannucci)

Documents provided to Committee prior to meeting:  
Revised Health Service Board evaluation process.

Public comments:

Action:
- 01282015-03G      Action item      **Review and Approval of Revised Director Performance Evaluation Policy and Criteria for 2015** (Tom Iannucci)

Documents provided to Committee prior to meeting:

  - 1. Revised memorandum prepared by Cortex
  - 2. Revised Director performance evaluation policy
  - 3. Revised evaluation survey

Public comments:

Action:
- 01282015-04G      Action item      **Review and Approval of Revised Board Communications Policy** (Tom Iannucci)

Documents provided to Committee prior to meeting:  
Revised Board communications policy.

Public comments:

Action:
- 01282015-05G      Action item      **Approval of Service Provider/Vendor Selection Policy** (Tom Iannucci)

Documents provided to Committee prior to meeting:  
Draft service provider/vendor selection policy.

Public comments:

Action:
- 01282015-06G      Action item      **Review and Approval of Revised of Board Strategic Planning Policy** (Tom Iannucci)

Documents provided to Committee prior to meeting:  
Revised Board strategic planning policy.

Public comments:

Action:

- 01282015-07G      Action item      Approval of the following Terms of Reference (Tom Iannucci):
  1. Health Service Board
  2. Health Service Board President
  3. Health Service Board Vice President
  4. Health Service System Director
  5. Health Service Board Budget and Finance Committee
  6. Health Service Board Governance Committee

Documents provided to Committee prior to meeting:  
Draft Terms of Reference.

Public comments:

Action:

- 01282015-08G      Action item      Approve recommendation to eliminate the following Health Service Board committees: Membership Rules and Rates and Benefits (Tom Iannucci)

Documents provided to Committee prior to meeting:  
None.

Public comments:

Action:

- 01072015-09G      Discussion item      Opportunity to place items on future agendas

Public comments:

- 01072015-10G      Discussion item      Opportunity for the public to comment on any matters within the Board's jurisdiction

Public comments:

Adjourn

## Summary of Health Service Board Rules Regarding Public Comment

- Speakers are urged to fill out a speaker card in advance, but may remain anonymous if so desired.
- A member of the public has up to three (3) minutes to make pertinent public comments before action is taken on any agenda item.
- A member may comment on any matter within the Board's jurisdiction at the designated time at the end of the meeting.

**Health Service Board and Health Service System Web Site: <http://www.myhss.org>**

### Disability Access

Regular Health Service Board meetings are held at City Hall, 1 Dr. Carlton B. Goodlett Place, in Hearing Room 416 at 1:00 PM on the second Thursday of each month. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking in the vicinity of City Hall at Civic Center Plaza adjacent to Davies Hall and the War Memorial Complex.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available.

The following services are available upon request:

- American Sign Language interpreters will be available upon request.
- A sound enhancement system will be available upon request at the meeting.
- Minutes of the meeting or hearing are available in alternative formats.

If you require the use of any of these services, please contact Health Service Board Secretary, Laini K. Scott, at (415) 554-1722 or by email at [laini.scott@sfgov.org](mailto:laini.scott@sfgov.org) at least 72 hours prior to the meeting.

In order to assist the City's effort to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

### Knowing Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County of San Francisco exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, visit the Sunshine Ordinance Task Force website at <http://www.sfgov.org/sunshine>.

### Lobbyist Registration and Reporting Requirements

Individuals and entities influencing or attempting to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

### Summary of Health Service Board Rules Regarding Cell Phones and Pagers

- The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Health Service Board meetings and its committee meetings.
- The chair of the meeting may order the removal from the meeting room of any person(s) in violation of this rule.
- The chair of the meeting may allow an expelled person to return to the meeting following an agreement to comply with this rule.

The complete rules are set forth in Chapter 67A of the San Francisco Administrative Code.

If any materials related to an item on this agenda have been distributed to the Health Service Board after distribution of the agenda packet, those materials are available for public inspection at the Health Service System during normal office hours. For more information, please contact Laini K. Scott at (415) 554-1722 or email at [laini.scott@sfgov.org](mailto:laini.scott@sfgov.org).