

Health Service Board
Governance Policies and Terms of Reference
Revisions Summary

December 11, 2025

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Summary of Proposed Changes
Health Service Board Governance Policies and Terms of Reference

The Health Service Board Governance Committee met on November 6, 2025 to initiate the Governance Policies and Terms of Reference. Committee members and SFHSS staff made proposed changes to the current Health Service Board Governance Policies and Terms of Reference. Below is a summary of the proposed changes for the Full Board to approve.

The section and page numbers in this document refer to the Policies and Terms of Reference. Throughout the document, minor formatting and grammar changes were made. The Table of Contents will be updated once final revisions are approved. All substantive policy changes are listed below.

Section	Clarification / Change	Rationale
Introduction, page 2	Adding introduction	The document did not have an introduction. The added language provides the background and purpose for the policies and terms of reference. Initial draft language was pulled from Policy 101 and further refined.
Table of Contents, page 3	Remove SFHSS Rules and Section 125 Cafeteria Plan attachment	The SFHSS Rules and Section 125 Cafeteria plan are separate from the Board's Policies and Terms of Reference. Although it is helpful to have all rules and policies in one place, the Committee chose to keep the documents separate so they can be found individually and easily located. The Board's webpage will list all three documents.
Policy 201: SFHSS Board Operations Policy, page 21	Remove outdated reference	(SFHSS Membership Rules and Regulations, A6) cannot be found as a reference and needs to be removed. Charter sections are the only reference needed for this section.
Policy 202: SFHSS Board Education, page 31	Specific language on what the Board reports on after they attend a conference	Proposed language for the Appendix 2 but moved to the section title "Reporting: #23" to list specific expectations and deadline upon returning from a conference.
Policy 202 Board Education Appendix 2, page 36	Travel Policy updated	The proposed language is current with the Office of the City Controller policies.
Policy 202 Board Education Appendix 3, page 41	Education Resources are organized into distinct categories	Links to specific pages are not evergreen. The proposed changes list resources organized into two categories: Health Policy Resources and Insurance and Benefit Resources. The categories clearly align with Board responsibilities. The resources include online static materials as well as online courses available to Board members. This appendix may be updated as needed.