

**SAN FRANCISCO
HEALTH SERVICE SYSTEM**

**Health Service Board Governance Committee
December 12, 2023**

HSB Performance Evaluation of the SFHSS Executive Director 2023 Timeline

Date	Task
Tuesday, December 12, 2023	Governance Committee Meeting Review the draft performance evaluation survey and timeline.
Thursday, December 14, 2023	Health Service Board Meeting HSB receives final E.D. performance evaluation and timeline.
Monday, December 18, 2023	Board Secretary sends the E.D. Performance evaluation survey to the HSB, with Executive Director Yant’s self-evaluation attached. (4 weeks to complete the evaluation)
	Board Secretary emails the E.D. performance evaluation survey to the SFHSS COO and CFO, with Executive Director Yant’s self-evaluation attached. (4 weeks to complete the evaluation)
Wednesday, December 27, 2023	Board Secretary sends a reminder email to HSB, SFHSS COO, and CFO.
Friday, January 5, 2024	HSB Performance Evaluation Responses Due to Board Secretary Board Secretary compiles responses and prepares the draft report for Governance Committee.
January 2024	Board Secretary completes a draft report for the Governance Committee
Thursday, February 15, 2024 (Tentative)	Governance Committee Meeting Board Secretary presents draft E.D. performance evaluation report and results during a closed session.
Thursday, March 14, 2023	Health Service Board Meeting Board Secretary presents E.D.'s performance evaluation report and results during a closed session.