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**HEALTH SERVICE BOARD MEETING:**  
**GOVERNANCE COMMITTEE**

**NOTICE and SPECIAL MEETING AGENDA**

Monday December 17, 2018, 2:00 p.m.  
SFHSS Wellness Center, First Floor  
Conference Room  
1145 Market Street  
San Francisco, CA 94103

1. **CALL TO ORDER**

2. **ROLE CALL**

Committee Chair, Randy Scott  
Committee Member, Karen Breslin  
Committee Member, Sharon Ferrigno

3. **APPROVAL (with possible modifications) OF THE MINUTES OF THE MEETINGS SET FORTH BELOW: (Action)**

DOCUMENTS ATTACHED:

- Special Governance Meeting Minutes from January 5, 2017

STAFF RECCOMENDATION: Approve minutes.

PUBLIC COMMENTS:

ACTION:

4. **REVIEW and APPROVAL OF ANY UPDATES PERTAINING TO THE HEALTH SERVICE BOARD'S GOVERNANCE COMMITTEE TERMS OF REFERENCE: (Action)**

Review Presented by Committee Chair Scott

DOCUMENTS PROVIDED TO THE COMMITTEE PRIOR TO THE MEETING:

- San Francisco Health Service Board Terms of Reference, recent version update from April 2015.
- APPROVAL OF THE FOLLOWING TERMS:

1. Replacement of "HSS" with "SFHSS" throughout the entire document

PUBLIC COMMENTS:

ACTION:

**5. REVIEW and APPROVAL OF ANY UPDATES PERTAINING TO THE HEALTH SERVICE BOARD'S GOVERNANCE BOARD POLICIES: (Action)**

Review Presented by Committee Chair Scott

DOCUMENTS PROVIDED TO THE COMMITTEE PRIOR TO THE MEETING:

- San Francisco Health Service Board Policies, recent version update from April 2015.

PUBLIC COMMENTS:

ACTION:

**6. INIATATE PUBLIC EMPLOYEE EVALUATION February 2018-December 2018: (Action)**

Presented by Committee Chair Scott

- Position: Executive Director
- Name of Employee: Abbie Yant

DOCUMENTS PROVIDED TO THE COMMITTEE PRIOR TO THE MEETING:

- Draft SFHSS Executive Director performance evaluation form.

PUBLIC COMMENTS:

ACTION:

**7. INIATATE ANNUAL BOARD EVALUATION FY 2017-2018: (Action)**

Presented by Committee Abbie Yant

DOCUMENTS PROVIDED TO THE COMMITTEE PRIOR TO THE MEETING:

- Draft SFHSS Board evaluation form provided by DHR.

PUBLIC COMMENTS

ACTION:

**8. OPPORTUNITY FOR THE PUGLIC TO COMMENT ON MATTERS WITHIN THE BOARD'S JURISDICTION: (Discussion)**

PUBIC COMMENT:

**9. OPPORTUNITY TO PLACE ITEMS WITHIN THE BOARD'S JUSRIDCITION ON FUTURE AGENDAS: (Discussion)**

PUBLIC COMMENT:

**10. ADJOURNMENT:**

## 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 as designated on the agenda.

**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.

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.

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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 and committee meetings.
- The Chair of the meeting may order the removal of any person(s) in violation of this rule from the meeting room.
- 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 Natalie Ekberg at (415) 554-1727 or email [Natalie.Ekberg@sfgov.org](mailto:Natalie.Ekberg@sfgov.org).

The following email has been established to contact all members of the Health Service Board:  
[health.service.board@sfgov.org](mailto:health.service.board@sfgov.org)

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