

**SAN FRANCISCO
HEALTH SERVICE SYSTEM**

**Health Service Board Governance Committee
November 2, 2022**

HSB Performance Evaluation of the SFHSS Executive Director Timeline DRAFT

Date	Task
Thursday, November 2, 2022	Governance Committee
	Review draft performance evaluation survey and timeline.
Thursday, December 8, 2022	Health Service Board Meeting
	*HSB receives final E.D. performance evaluation and timeline.
Monday, December 12, 2022	Board Secretary sends 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 28, 2022	Board Secretary sends a reminder email to HSB, SFHSS COO, and CFO.
Friday, January 6, 2023	HSB Evaluation Responses Due to Board Secretary Board Secretary compiles responses and prepares the draft report for Governance Committee.
February 2023	Board Secretary completes a draft report for Governance Committee Meeting
Thursday, February 16, 2023 (Tentative)	Governance Committee
	*Board Secretary presents draft E.D. performance evaluation report and results during closed session.
Friday, March 3, 2023	Board Secretary complete report
Thursday, March 9, 2023	Health Service Board Meeting
	*Board Secretary presents E.D.'s performance evaluation report and results during closed session.