

**Presentation to the Health Service Board (HSB) Governance Committee:**

**Draft Timeline for HSB Performance Evaluation Survey  
Of the SFHSS Executive Director**

**November 5, 2020**

<b>Date</b>	<b>Task</b>
Thursday, November 5, 2020	<b>Governance Committee</b>
	Review draft performance evaluation survey and timeline.
Thursday, December 10, 2020	<b>Health Service Board Meeting</b>
	*HSB receives final E.D. performance evaluation survey and timeline.
Monday, December 14, 2020	<b>DHR sends E.D. Performance evaluation survey to the HSB, with Executive Director Yant's self-evaluation attached.</b>
	DHR emails the E.D. performance evaluation survey to the SFHSS COO and CFO, with Executive Director Yant's self-evaluation attached.
January 2, 2021	<b>DHR sends a reminder email to HSB, SFHSS COO, and CFO.</b>
January 15, 2021	<b>HSB Survey Responses Due to DHR</b>
	DHR compiles responses and prepares the draft report for Governance Committee.
February 2021	<b>DHR sends the draft report to Board Secretary</b>
February 18, 2021	<b>Governance Committee</b>
	*DHR presents draft E.D. performance evaluation report and results during closed session.
Friday, March 5, 2021	<b>DHR sends the report to Board Secretary.</b>
March 11, 2021	<b>Health Service Board Meeting</b>
	*DHR presents E.D. performance evaluation report and results during closed session.