

**Presentation to the Health Service Board (HSB):
November 18, 2021**

**HSB Employee Performance Evaluation Plan Year 2021
SFHSS Executive Director Timeline DRAFT**

| Date | Task |
|-------------------------------|--|
| Thursday, November 4, 2021 | Governance Committee |
| | Review draft performance evaluation survey and timeline. |
| Thursday, December 9, 2021 | Health Service Board Meeting |
| | *HSB receives final E.D. performance evaluation survey and timeline. |
| Monday, December 13, 2021 | Board Secretary sends E.D. Performance evaluation survey to the HSB, with Executive Director Yant's self-evaluation attached. |
| | Board Secretary emails the E.D. performance evaluation survey to the SFHSS COO and CFO, with Executive Director Yant's self-evaluation attached. |
| January 3, 2022 | Board Secretary sends a reminder email to HSB, SFHSS COO, and CFO. |
| January 14, 2022 | HSB Survey Responses Due to Board Secretary |
| | Board Secretary compiles responses and prepares the draft report for Governance Committee. |
| February 2022 | Board Secretary completes a draft report for Governance Committee Meeting |
| February 17, 2022 (Tentative) | Governance Committee |
| | *Board Secretary presents draft E.D. performance evaluation report and results during closed session. |
| Friday, March 4, 2022 | Board Secretary complete report |
| March 10, 2022 | Health Service Board Meeting |
| | *Board Secretary presents E.D.'s performance evaluation report and results during closed session. |