

**SAN FRANCISCO  
HEALTH SERVICE SYSTEM**

**Health Service Board Governance Committee  
December 6, 2024**

**HSB Performance Evaluation of the SFHSS Executive Director 2024 Timeline**

| Date                                  | Task   |
|---------------------------------------|--|
| Friday, December 6, 2024              | <b>Governance Committee Meeting</b><br>Review the draft performance evaluation survey and timeline.  |
| Thursday, December 12, 2024           | <b>Health Service Board Meeting</b><br>HSB approves the final E.D. performance evaluation and timeline.  |
| Wednesday, January 8, 2025            | Executive Director Yant's Self-Evaluation due to Board Secretary   |
| Friday, January 10, 2025              | Board Secretary sends the E.D. Performance evaluation survey to the HSB, with Executive Director Yant's self-evaluation attached.<br><b>(3 weeks to complete the evaluation)</b>             |
|                                       | Board Secretary emails the E.D. performance evaluation survey to the SFHSS COO and CFO, with Executive Director Yant's self-evaluation attached. <b>(3 weeks to complete the evaluation)</b> |
| Tuesday, January 21, 2025             | Board Secretary sends a reminder email to HSB, SFHSS COO, and CFO.   |
| Friday, January 31, 2025              | HSB Performance Evaluation Responses Due to Board Secretary<br>Board Secretary compiles responses and prepares the draft report for Governance Committee.                                    |
| Friday, February 21, 2025             | Board Secretary completes a draft report for the Governance Committee.   |
| Week of February 24, 2025 (Tentative) | <b>Governance Committee Meeting</b><br>Board Secretary presents draft E.D. performance evaluation report and results during a closed session.  |
| Thursday, March 13, 2025              | <b>Health Service Board Meeting</b><br>HSB approves E.D.'s performance evaluation report and results during a closed session.  |