

**Health Service Board Governance Committee
November 6, 2025**

HSB Performance Evaluation of the SFHSS Executive Director 2025 Timeline

Date	Task
Thursday, November 6, 2025	Governance Committee Meeting
	Review the draft performance evaluation and timeline.
Thursday, November 13, 2025	Health Service Board Meeting
	HSB approves the final E.D. performance evaluation and timeline.
Wednesday, January 14, 2026	Executive Director Guillen's Self-Evaluation due to Board Secretary
Friday, January 16, 2026	Board Secretary sends the E.D. Performance evaluation to the HSB, with Executive Director Guillen's self-evaluation attached. (2 weeks to complete the evaluation)
	Board Secretary emails the E.D. performance evaluation to the SFHSS COO and CFAO, with Executive Director Guillen's self-evaluation attached. (2 weeks to complete the evaluation)
Tuesday, January 27, 2026	Board Secretary sends a reminder email to HSB, SFHSS COO, and CFAO.
Friday, January 30, 2026	HSB Performance Evaluation Responses Due to Board Secretary
	Board Secretary compiles responses and prepares the draft report for the Governance Committee.
Friday, February 20, 2026	Board Secretary completes a draft report for the Governance Committee.
Week of February 23, 2026 (Tentative)	Governance Committee Meeting
	Board Secretary presents draft E.D. performance evaluation report and results during a closed session.
Thursday, March 12, 2026	Health Service Board Meeting
	HSB approves E.D.'s performance evaluation report and results during a closed session.