



**CYNTHIA A. HARDING, M.P.H.**  
Interim Director

**JEFFREY D. GUNZENHAUSER, M.D., M.P.H.**  
Interim Health Officer

313 North Figueroa Street, Room 708  
Los Angeles, California 90012  
TEL (213) 240-8156 • FAX (213) 481-2739

[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)

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October 5, 2015

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.  
Interim Director

A handwritten signature in blue ink that reads "Cynthia A. Harding".

**SUBJECT: NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO ACCEPT A GENERAL CONTRACT AGREEMENT FROM THE COUNCIL OF STATE AND TERRITORIAL EPIDEMIOLOGISTS TO PARTICIPATE FOR THE INFLUENZA INCIDENCE SURVEILLANCE PROJECT**

This is to notify you that I am exercising the delegated authority approved by your Board on October 21, 2014 to accept future Influenza Incidence Surveillance Project (IISP) awards from the Council of State and Territorial Epidemiologists (CSTE) that extend the term through June 20, 2019, at amounts to be determined by the CSTE, subject to review and approval by County Counsel and notification to your Board and Chief Executive Office.

Under this authority, I will accept a General Contract Agreement (GCA) from the CSTE, issued on September 3, 2015, in the amount of \$125,000 for the period of July 1, 2015 through June 30, 2016. The GCA supports the Department of Public Health's (DPH) ability to determine and report in real time the locality-specific weekly incidence of influenza-like illness and laboratory confirmed influenza among persons seeking medical care for acute respiratory infection. Tracking the incidence of influenza allows DPH to conduct disease burden comparisons, determine if increases in cases are beyond the usual seasonal activity, and improve measures of influenza monitoring specificity. The IISP also tests protocols to respond to the need for increased surveillance during a pandemic, such as timely test result confirmation.

The GCA requires the County to indemnify CSTE for all claims and losses relating to the Agreement. This is a standard requirement of CSTE and cannot be waived. I have been advised by CEO's Risk Management and County Counsel of the risks associated with this provision. However, I believe these risks to be acceptable in light of the need for the program funds and the resulting benefit to the public health.

Each Supervisor  
October 5, 2015  
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County Counsel has reviewed and approved the GCA as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:pkn  
#03419

c: Interim Chief Executive Officer  
Interim County Counsel  
Acting Executive Officer, Board of Supervisors