



Board Agenda Item 44

DATE: August 11, 2026

TO: Board of Supervisors

SUBMITTED BY: Joe Prado, Director, Department of Public Health

SUBJECT: Centers for Disease Control and Prevention's Influenza Reagent Resource User Agreement

RECOMMENDED ACTION(S):

- 1. Approve and authorize the Chairman to execute a User Agreement for participation in the Centers for Disease Control and Prevention's Influenza Reagent Resource, a federally funded program, effective upon execution by all parties, effective upon execution in perpetuity unless terminated by either party (\$0); and**
- 2. Authorize the Director of the Department of Public Health, or designee, to execute any other current or future applications, checklists, further documents, acknowledgments, memoranda or amendments to this agreement, with the Centers for Disease Control and Prevention's Influenza Reagent Resource, subject to approval as to legal form by County Counsel.**

There is no additional Net County Cost associated with the recommended actions. Approving the first recommended action will authorize the Chairman to enter into an agreement with the Centers for Disease Control and Prevention's (CDC) Influenza Reagent Resource (IRR), a federally funded program that supplies critical public health diagnostic reagents, test kits, and other supplies used in support of national and international influenza surveillance and pandemic preparedness efforts. Through this agreement, the County will maintain eligibility to receive influenza virus strains, diagnostic reagents, and related materials at no cost. Approval of the second recommended action will enable the Director of Public Health or their designee to execute all necessary current and future documents, applications, checklists, acknowledgments, memoranda or amendments to this agreement associated with the CDC's IRR Program. This authority will streamline administrative processes, support timely compliance with State deadlines, and reduce staff time and expenses that would otherwise be required to bring similar items to the Board for approval.

ALTERNATIVE ACTION(S):

There are no viable alternative actions. Without a signed User Agreement, all IRR orders will be held and not fulfilled until IRR receives a signed agreement, which could delay laboratory operations and impact the County's ability to support state and federal influenza surveillance programs. Should your Board elect not to approve the recommended actions, it could result in substantial unplanned expenses due to the need for commercial procurement and operational disruptions.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The recommended agreement does not provide any compensation between the County and the CDC.

DISCUSSION:

The proposed agreement between the CDC IRR and the County would formalize the County's participation in the CDC's IRR program. This federally funded initiative provides public health laboratories with free influenza virus strains, diagnostic reagents, and related materials. Historically, the County received these reagents at no cost from the State without the need for any formal agreement; however, CDC has implemented a new compliance requirement that requires a signed institutional User Agreement before materials can be released. The IRR was established to provide free access to influenza virus strains and research reagents in support of national and international influenza surveillance and pandemic preparedness efforts. By entering into this agreement, the County ensures continued eligibility to receive these essential materials at no cost.

The User Agreement outlines the County's responsibilities as a recipient of IRR materials, including requirements for proper handling, storage, biosafety compliance, and adherence to federal regulations governing biological materials. Approval of this agreement is necessary to avoid delays, as CDC now requires a signed institutional User Agreement and individual acknowledgments before fulfilling any IRR orders.

The proposed agreement would be effective upon execution and will remain in effect indefinitely unless terminated by either party. The agreement includes one way indemnification in favor of the State and any State-designated suppliers. The Department believes that the benefits of the proposed agreement outweigh any potential risks and recommends approval of the agreement.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - CDC IRR User Agreement

CAO ANALYST:

Ron Alexander