

Council Meeting of
October 9, 2007

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

**SUBJECT: City Manager – Authorize subsidy of rental fees for the Wilson Park Sports Center for the County of Los Angeles free flu shot program.
Expenditure: \$560.00**

RECOMMENDATION

The City Manager recommends that City Council authorize the subsidy of \$560.00 for rental fees for the Wilson Park Sports Center at Wilson Park for a free flu shot program hosted by the County of Los Angeles Department of Public Health.

Funding

Funding is available in the City Council Operating Budget.

BACKGROUND/ANALYSIS

The County of Los Angeles Health Services Department has contacted the Emergency Preparedness Team to secure a location to administer a flu shot program. The purpose of the event is twofold:

1. Present free flu vaccines to the public
2. Test their Point of Distribution (POD) center for administering vaccines

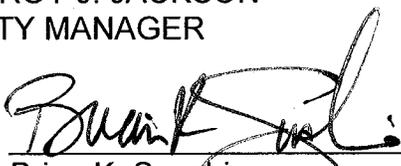
Wilson Park has been identified by the County of Los Angeles as a POD in the event of a need to distribute supplies, medical items, etc. The utilization of the facility will provide a valuable service to our community as well as assist in the continued testing and evaluation of readiness in the area.

Staff is working with the County on the actual hours of the event. It is scheduled for November 3, 2007 with the hours tentatively scheduled for 10:00AM - 2:00PM with time on the front and back-end for set-up and breakdown. The actual time may vary; however, staff is working with the County to ensure the success of the event while reviewing pedestrian and traffic flow as it relates to the Farmers' Market. Staff will also be working with the County on marketing of the event so the maximum amount of residents can benefit from the free flu shot program.

The rate for the gymnasium for non-profits is \$80.00 per hour making the total cost for use \$560.00. The County is requesting the City to cover the rental fee as our portion of the exercise.

Respectfully submitted,

LeROY J. JACKSON
CITY MANAGER

By 

Brian K. Sunshine
Assistant to the City Manager

CONCUR:



LeRoy J. Jackson
City Manager

BKS/dle

ATTACHMENT A: Letter of request from County of Los Angeles Department of Public Health

OCT-03-2007 WED 03:49 PM PERSONNEL DIV

FAX NO. 3106185710

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TORRANCE HEALTH CTR ADMIN

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To Whom It May Concern:

Every year Los Angeles County Department of Public Health conducts free influenza clinics throughout the County. These influenza clinics provide free flu vaccines to the elderly and those that have chronic illnesses, such as asthma. This is written to request the use of Wilson Park to serve as an influenza vaccine clinic on Saturday, November 3, 2007 between the hours of 8:00 AM and 3:00 PM in the gymnasium. Concurrently, this site will serve to test our ability to assemble a Point of Dispensing site in an emergency as we continue to prepare for any natural or man-made disasters. We have met with the Emergency Services Police Department of the City of Torrance in planning this event and they have agreed to assist in our efforts. Additionally, since this is a free service benefiting the health of the residents of Torrance we would respectfully ask that you to waive the gymnasium fee.

Sincerely,

Mitchell Kushner, MD
Area Medical Director