

**Approval of Employee Flu Shot RFP**  
**August 12, 2008**

**SUMMARY:**

This item requests approval of the 2008-2009 employee flu shot program.

**BOARD GOAL:**

(5-e) Human Resources – promote health and wellness in the workforce

**PREVIOUS BOARD ACTION:**

None – In prior years the cost of the flu shots did not require a bid/proposal process.

**BACKGROUND INFORMATION:**

In prior years, the District provided the opportunity for its employees to obtain a flu shot at minimal cost. In 2006, the District took over the cost of the flu shots for its employees and began paying for the vaccine out of the Health Care Trust funds. Dependents continued to pay for their own flu shot. As the District continues to grow, the demand for flu shots has increased in numbers. The cost of the flu vaccine continues to rise also. As a result, it was necessary to send out a request for proposals on July 7, 2008 for the 2008-2009 flu shot program which is administered in the fall.

**SIGNIFICANT ISSUES:**

We received five responses to the flu shot program proposal. Following evaluation of the proposal responses, we are recommending the Occupational Medicine Program at Denton Regional Hospital (DRMC). Past experience with the District, working with the administration of our flu shot program, was a significant part of the evaluation process. It is the belief of the staff that the Occupational Medical Program proposal represents the best value for the District.

**FISCAL IMPLICATIONS:**

The recommended program represents approximately a \$1,500 additional cost to the District in excess of the lowest proposal. Occupational Medicine (DRMC) is also willing the cap a rate increase at 5% for years 2-4.

**BENEFIT OF ACTION:**

Approval of the recommendation would mean an advantage to the staff at the campus level as they would be familiar with the program and personnel involved from past years and be more receptive to continuing preventative health practices. There would be little to no disruption in their routine and preparation for the campus “flu shot day.”

**PROCEDURAL AND REPORTING IMPLICATIONS:**

- None

**ALTERNATIVES:**

Passport Health is an alternative selection.

**SUPERINTENDENT’S RECOMMENDATION:**

Recommend approval of Occupational Medicine Program at Denton Regional Hospital (DRMC) at \$20 per shot with a capped rate increase of 5% per year for years 2 – 4.

**STAFF PERSONS RESPONSIBLE:**

Debbie Monschke, Executive Director of Administrative Services  
Sally Havey, Insurance Coordinator

**ATTACHMENT:**

Flu Shot Spreadsheet

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature of Divisional Leader: \_\_\_\_\_

Comments: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_