

November 2021 Manager's Report

Submitted by: Michele Rehbein, Manager MMAD

Board Meeting Date: December 6, 2021

MMAD November 2021

- Kristina Young from Science Moab asked me to give a Science on Tap talk on February 8, 2022. I told her I would love to. This will be at Spitfire Grill.
- I wrote and sent Ryan Lusty from Magna MAD a summary of my presentation topics from the UMAA conference to be included in the UMAA Annual Meeting Proceedings.
- Broox Boze, the director of research and innovation at Vector Disease Control International (VDCI) asked me to present at the West Central Mosquito and Vector Control Association in Santa Fe, NM in February 2022. I told her I would be happy to present. However, several weeks later, the conference was cancelled due to covid/hotel staffing shortages. I spoke with Jason Kinley (past AMCA president and current ADAPCO rep.) and he said they may combine conferences with another region.
- Michael has nearly finished the ArcGIS collector app (just a few more finishing touches to go) to be used for treatments and inspections for next season. This will be a better and more efficient way to collect data.
- I attended the Southeast UT Riparian Partnership meeting November 8.
- I completed staff evaluations and set up individual times to meet on November 9 with each MMAD employee to discuss the past season, goals, and recommendations for improvements.
- On November 9 I met with Carrie Schwartz from School to Science and Cara Gula from the high school to discuss field trips for students next year from March – June to learn about mosquitoes/mosquito research in the Matheson Preserve.
- Michael's last day for the season was November 12.
- I met with Jason Kinley our region's technical sales representative for ADAPCO on November 17.
- I worked on the 2022 budget.
- I worked on the Western IPM Center grant due December 3. I reached out to numerous sources for Letters of Support for the grant including Grand County, the City of Moab, the Moab Valley Multicultural Center, Science Moab, and the Southeastern UT Health Department.
- I was out of office for several days for Thanksgiving holiday travel.
- The mosquito control technician's field season was extended until December 3.

Justification of Expenses:

November expenses are broken down into two tables – regular, monthly occurring bills (Table 1) and other expenses (Table 2). Table 1 includes salaries, employee benefits, utilities, and work phone costs. Table 2 also includes some October bills and highlights expenses in equipment maintenance and supplies, travel, office supplies, and special department supplies.

Table 1. November combined monthly payments/bills.

Ledger Code	Invoice Date	Requested by	Check Amount	Payee
4275-110	10/31/21	Payroll Trans	\$18,190.19	Salaries
4275-130	10/31/21	Payroll Trans	\$3,411.92	Employee Benefits
4275-110-001	10/31/21	Payroll Trans	\$195.44	Overtime
4275-270	10/20/21	Moab City, Dominion, RMP, Emery	\$244.78	Utilities
4275-290	10/20/21	Verizon	\$298.33	Phone
4275-110	11/14/21	Payroll Trans	\$11,785.56	Salaries
4275-130	11/14/21	Payroll Trans	\$1,912.58	Employee Benefits
4275-270	11/20/21	Moab City, RMP	\$111.19	Utilities
4275-130	11/22/21	PeHP (health insurance)	\$3,260.08	Employee Benefits
Total:			\$39,410.07	

Table 2. Month of October and November - Other expenses, combined.

Ledger Code	Date	Requested by	Check Amount	Payee	Item
4275-250	10/21/21	Walker Drug & ASAP Auto	\$151.64	Equip. Main. Supplies	Elbow brace, vehicle inspection
4275-230	10/20/21	Rhinehart Oil	\$373.95	Travel	Work vehicle fuel
4275-400	11/1/21	Combined	\$23.62	Special Dept. Supplies	Paper towels, toilet paper, chainsaw oil
4275-250	11/1/21	Combined	\$110.95	Equip. Main. Supplies	Engine oil, chainsaw oil
4275-240	11/15/21	Desert West	\$10.69	Office Supplies	Planner
4275-230	11/20/21	Rhinehart Oil	\$192.62	Travel	Work vehicle fuel
Total:					\$863.47