

March 2022 Manager's Report

Submitted by: Michele Rehbein, Manager MMAD

Board Meeting Date: April 4, 2022

**MMAD March 2022**

- I sent hardcopy data records to Michael in Minnesota so he can continue to input those to VectorSurv. Adult data records go back to 1992. He is also working on GIS.
- I printed out copies of the updated MMAD Personnel Handbook and put into binders for everyone – we reviewed this on March 7 when everyone returned.
- MMAD is receiving the full amount of \$49,990 for the Western IPM Center grant. Since the district goes through the County for financial related needs, I asked for their help with completing the subaward contract agreement to make things simple. The County will act as a pass-through agency for MMAD.
- There was a meeting scheduled between myself, Tim Graham, Mallory Nassau, Quinn Hall, and Izzi Weimholt to discuss and review the building lease on March 7. Izzi was out sick, but the rest of us discussed updates/changes and the County will do a site visit follow up for parking spaces, office partitions, etc.
- The rest of the crew returned to work on March 7.
- I did a brief presentation at the high school for the class on March 7 for an introduction to what we will be doing this trimester for School to Science. The first field trip into the wetland is scheduled for March 15.
- I put in an order with ADAPCO for Vectobac WDG to use for our backpack sprayers for wide area larvicide spraying (WALS) this can be used on container breeders, i.e., *Ae. aegypti*, and others.
- We did a Zoom meeting with Michael so he could discuss the ArcGIS Collector App and do a mini training session for the crew for treatment and inspection recording this year.
- I started taking water samples in the wetland March 8 – I'd like to take samples once a week throughout the season. The School to Science students will also take part in water quality samples during their weekly field trips.
- I attended the UMAA Monthly Manager's meeting March 9.
- Neil Vickers from U of U reached back out to discuss oviposition surveillance collaboration this year using beet root peel infusion for *Aedes* species.
- I began to work on a presentation for a future citizen science training workshop.
- The School to Science field trips began March 15, we did a half day field trip in the wetlands. The class has 18 students.
- I reached out to Linda Whitham from TNC to ask if she'd like to attend the School to Science end of the trimester project presentations in May with the high school class (tentative date May 24) to see all the work they did in the wetlands. She said she would love to and may also tag along on a field trip to take photos of educational activities happening in the preserve.
- Renewed our ArcGIS Pro basic license for another year.
- I began a monthly progress report document to keep track of activities for the Western IPM Center grant proposed project. I will need to complete a formal report once the project is completed (the project dates are 3/2022 to 2/2023).
- Carrie from Science Moab asked if I'd be interested in participating in a STEM Best Practices Conference through the STEM Action Center Utah on June 9 in Price, UT. Carrie would like to talk about the School to Science program and also recap the pilot field trips between MMAD and Cara Grula's high school class to share with others.

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- I created a FAQ document that can be possibly linked at a later time to our website for people interested and participating in the citizen science project.
- Steve Elliott, the communicator from the Western IPM Center, reached out to set up a date for a site visit to meet with me and take photos/videos and write a story about our project this year. Tentative date is May 17.
- A resident named Gary Moore had inquired about mosquito fish and if we had a program like that at the district, I gave him suggestions on where to purchase these if he is interested since we don’t currently have something like that.
- Led the School to Science field trip on March 22. We set adult mosquito traps – 5 traps were set with ~4 students per trap and collected water samples. We also discussed conserving water because it was World Water Day.
- I sent Christina Sloan the MMAD covid-19 policy draft to look over. She said she won’t be able to help and can’t give much legal or policy advice on it since the County opted out of the vaccination requirements therefore, she hasn’t researched any of this.
- I reached out to Matt Baur, the Western IPM Center director, to ask permission to use the Center and USDA’s names/logos for any news releases and postings. I also asked suggestions and recommendations to strengthen the evaluation component in the outcomes and outputs sections of my proposal.
- I proctored Shanon’s pesticide applicator license exam for renewal on March 30.
- I led the School to Science field trip on Wednesday, March 30 (we moved the field trip from the prior Tuesday due to rain).

**Justification of Expenses:**

March 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 highlights expenses in equipment maintenance and supplies, travel, office supplies, and special department supplies.

**Table 1.** March combined regular monthly payments/bills.

<b>Ledger Code</b>	<b>Requested by</b>	<b>Check Amount</b>	<b>Payee</b>
4275-110	Payroll Trans	\$4,560	Salaries
4275-130	Payroll Trans	\$6,129.12	Employee Benefits
4275-270	Emery Telcom, Moab City, Dominion, RMP	\$318.35	Utilities
4275-290	Verizon	\$52.38	Phone
4275-230	Rhinehart Oil Co., LLC.	\$126.97	Travel
<b>Total:</b>			<b>\$11,186.82</b>

**Table 2.** Month of March - Other expenses, combined.

Ledger Code	Requested by	Check Amount	Payee	Item
4275-250	Walker True Value, Standard Plumbing, NAPA Auto	\$264.78	EMS	Screw pins & shackles, chains, grab hook, servicing kit, spill kit supplies for vehicles
4275-740	NAPA Auto Parts	\$19.29	Capitol Outlay Equipment	Wiring for UTV trailer
4275-510	Utah Locals Govt Trust	\$4,024.28	Insurance	Workers comp. insurance
4275-240	Walmart, Walker Drug, Carbon Print & Design	\$128.49	Office Supplies	Binders, mailer envelopes, sheet protectors, printing fees, labels
4275-400	USPS, ADAPCO, Walker True Value, Standard Plumbing, Turner Lumber	\$1,240.99	SDS	Shipping fees, pesticides (Vectobac WDG), chainsaw fuel, wash hose, gloves, coated cable, rope clamp
4275-210	Esri	\$700	SM	ArcGIS annual license
<b>Total:</b>				<b>\$6397.80</b>

\*EMS = Equipment Maintenance and Supplies

\*SDS = Special Dept. Supplies

\*SM = Subscriptions and memberships

**Table 3.** Revenue from February and March.

Ledger Code	Check Amount	Item
75-3620 (misc. refund)	\$218.30	Clarke pesticide rebate
75-3640 (sale of fixed assets)	\$1,000	Sold Rhino side-by-side
<b>Total:</b>		<b>\$1,218.30</b>