

**KISMA
Keweenaw Invasive Species Management Area**

**Master Participating Agreement
2013 Performance Monitoring Report
and
Supplemental Project Agreement #1
Final Report**

28 February 2015

**Two agreements between the US Forest Service (Ottawa National Forest)
and the Houghton Keweenaw Conservation District.**

Master Agreement		SPA #1	
Agreement Number:	12-PA-11090700-010	Agreement Number:	12-PA-11090700-014
Cooperator Name:	Houghton Keweenaw Conservation District	Cooperator Name:	Houghton Keweenaw Conservation District
Performance Start Date:	03/22/2012	Performance Start Date:	04/24/2012
Performance End Date:	12/31/2013	Performance End Date:	12/31/2013
Report Source:	Cooperator	Report Source:	Cooperator
Report Due Date:	03/31/2014	Report Due Date:	03/31/2014
Agreement Start Date:	3/22/2012	Agreement Start Date:	4/24/2012
Expiration Date:	1/31/2017	Expiration Date:	12/31/2015

This report includes summary information pertaining to the two USFS agreements. Most work falls under Supplemental Project Agreement (SPA) #1, while the Master Agreement offers general guidelines. 2013 KISMA Accomplishments are detailed in the 9/24/2013 meeting notes.

Master Agreement

Commitments from the Houghton Keweenaw Conservation District (HKCD) are listed on pages 2-3 of the Master Agreement. HKCD served as fiscal manager for KISMA.

attended KISMA meetings, cooperated with KISMA members, exchanged resources, encouraged contribution from other participants, helped manage invasive species, allowed federal agencies to help manage invasive species, mapped many new invasive plant sites, used integrated and safe control methods, and prepared this annual report.

Supplemental Project Agreement #1

Commitments from the HKCD are listed on pages 1-2 of SPA #1.

1. Retain coordinator for the KISMA in 2012 and 2013. Duties will include communicating with KISMA members, planning KISMA meetings, conducting public education on invasive species in Houghton, Keweenaw, and Baraga Counties, writing news releases about KISMA and invasive species, recruiting and supervising KISMA volunteers, and providing botanical expertise on the management of invasive plants. KISMA Coordinator will follow the KISMA annual operating plans to be developed cooperatively with all KISMA members and agreed upon by the HKCD.

The HKCD provided Janet Marr to serve as KISMA Coordinator in 2012 and most of 2013. Meral Jackson became KISMA Coordinator in October 2013. Their work is detailed in the 2012 annual report and the 9/24/2013 meeting notes.

Many emails were sent to KISMA members. The Coordinator planned and hosted all-member meetings on 3/20/12, 9/20/12, 6/7/13, and 9/24/13. The Coordinator hosted Steering Committee meetings on 6/20/12, 7/11/12, 8/15/12, 1/16/13, 3/3/13, and 5/8/13.

The Coordinator wrote several news releases and appeared in other invasive species news features.

- February 2012: The Houghton Keweenaw Conservation District tree sale flyer included an insert with sections on garlic mustard and KISMA.
- 3/18/2012: "[Keweenaw Invasive Species Manage Area to hold Planning Meeting March 20](#)" Keweenaw Now.
- 5/6/2012: "[Botanist Janet Matt to give presentations on garlic mustard at Portage, Calumet libraries.](#)" Keweenaw Now.
- 7/13/2012: "[Volunteers needed to pull invasive knapweed July 14, 18, 19](#)" by Janet Marr. Keweenaw Now.

- 7/20/2013: “[Garlic mustard hinders wildflower growth](#)” by Gabrielle Mays. Television feature by TV6 and Fox UP (, featuring Janet Marr.
- Summer 2012: “[Keweenaw Invasive Species Management: How you can help!](#)” by Janet Marr. Water’s Edge: Gratiot Lake Conservancy News.
- 1/12/2013: “[Volunteers help preserve native species](#)” letter to editor by Janet Marr. Daily Mining Gazette.
- 2/16/2013: “Being aware of invasive species” guest editorial by Janet Marr. Daily Mining Gazette.
- 3/22/2013: “[Kicking out invasives: Learning what to detect and how to do it is key](#)” by Scott viau. Based on an interview with Janet Marr. Daily Mining Gazette.
- 5/31/2013: “[What you can do about aquatic invasive species](#)” by Janet Marr. Daily Mining Gazette.
- Spring 2013: “[National Invasive Species Awareness Week](#)” by Janet Marr. Babaamaajimowin Akiing (KBIC Natural Resources Department Newsletter).
- 8/30/2013: “[Combatting the alarming Japanese knotweed](#)” by Janet Marr. Daily Mining Gazette.
- 9/22/2013: “[KISMA to offer information, control demonstration about invasive Japanese knotweed Sept. 24](#)” Keweenaw Now.

The Coordinator also wrote two additional invasive species articles for the Daily Mining Gazette in 2012, one of which was reprinted in Marquette’s Mining Journal. No copies seem to have been kept, however.

Volunteers participated in KISMA events (see 2012 report and 9/24/13 meeting notes). Through news releases, phone calls, and other work the KISMA Coordinator demonstrated expertise in the management of invasive plants. The Coordinator followed the annual operating plans.

2. Act as fiscal agent for GLRI grant funds as detailed in the attached financial plan.

The HKCD accepted and dispersed the USFS/GLRI funds following the financial plan, as detailed in the invoices and 9/24/2013 meeting notes.

3. Provide invoices to the FS relative to agreement expenditures.

Between November 2012 and October 2013 five invoices have been processed, totaling \$19,307.57 paid to the HKCD. \$26,597.43 remains as undelivered obligation.

4. Ensure GLRI funds are used only to achieve GLRI grant deliverables and other costs as detailed in the financial plan.

All expenses followed the financial plan.

5. Implement the attached financial plan.

All expenses followed the financial plan.

6. Be responsible for documenting, caring for, and securing any supplies purchased with funds from this agreement.

Expenses under materials and supplies in 2013 include conference call fees, KISMA logo design fee, trash bags for plant disposal, and labels. \$4.29 was spent on cookies for a meeting, which probably should not have been submitted as an expense.

7. Work with KISMA Coordinator to provide an interim report by October 1, 2012, a final report by October 1, 2013, and additional reports, as requested by the FS.

The 2012 report was provided to the Forest Service and is attached in I-Web. The 9/24/2013 meeting notes were provided the Forest Service the information they needed by October 1, 2013. This document will serve as the final SPA #1 report and 2013 performance report for the Master Agreement.

8. Direct KISMA Coordinator to treat 20 acres of invasive plant infestations: 10 acres in 2012 and 10 acres in 2013. Acres will count if the KISMA Coordinator or KISMA volunteers under their supervision participated in the work.

As detailed in the 2012 report, 18.2 acres were treated in 2012.

As detailed in the 9/24/2013 meeting notes, 22.5 acres were treated in 2013.

That gives a total of 40.7 acres treated under SPA #1.