

Up Island Council on Aging Board Meeting

SPECIAL MEETING

DATE	September 1, 2026
LOCATION	Zoom
ATTENDEES	Cindy Mitchell, Chair (WT); Beth Kramer (WT); Paul Manning, Vice Chair (AQ); Paul Bailey (CH); Peter Cook (CH); Randy Weis (CH); Garrison Viera (WT)
STAFF	Bethany Hammond, UICOA Director

Call to Order: Meeting was called to order at 9:01 AM

This meeting was called in preparation for Bethany's leave of absence, starting Sep 15.

Director's Report:

Staffing:

Outreach coordinator: 2 candidates were interviewed and offered the position however, both declined. Joyce Albertine will assist with outreach until Bethany's return, committing to about 20 hours/week. Bethany will re-post the outreach position and is hopeful a candidate will be hired just before her return from leave.

Kitchen manager: The position was filled; Jenny DiVevo will start next Thursday (Sep 10) for 10 hours/week. Jenny has professional experience in food service and kitchen design.

Bethany will be out starting September 15 and tentatively returning after 6 weeks (about late October); she will work hybrid upon initial return.

Medicare Enrollment:

Paul B inquired about Medicare enrollment support: Bethany stated that Joyce Albertine will support enrollment efforts from mid-October to early December.

Transportation:

Lauren from Healthy Aging continues to build out the program for UICOA. Another training session for volunteers/drivers is TBD. A vehicle should be available for the program in September.

Facilities:

Discussions are on-going regarding the modest remodeling project. A State elevator inspection resulted in a blown fuse which was quickly repaired. The elevator was cleared for use to/from 1st floor to basement.

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Peter inquired what the wage range was for the outreach coordinator; Bethany indicated between \$36-\$48/hr. Peter discussed the possible connection between declined job offers and the housing shortage. Garrison also commented on housing shortage and its impact on local hiring.

Beth requested that Bethany provide the annual UICOA financial report prior to her leave; Bethany will not attend the September 17 Board/Annual meeting.

New Business – none

Old Business - none

Next Meeting – October 6, Tri-Town Chilmark 9AM

Adjournment - adjourned 9:23