

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, February 25, 2026 | 4:00 PM

Rice Memorial Center
901 W. Memorial Drive
Houghton, MI 49931

MINUTES

CALL TO ORDER: The meeting was called to order at 4:02 PM.

PRESENT: Richard Bourdeau, Roy Britz, Randy Eckloff, Zach Edgerton, Gale Eilola, Barry Fink, Richard Herrala, and James Tervo.

OTHERS: Mike Bach, Dawn Gibson, Leslie Griffith, Gabe Rayner, Susan Serafini, and Angela Cline.

ABSENT: Katie Carlson-Lynch, Mike Koskinen, Linda Pelli, and Pat Rozich.

Those in attendance stood for the Pledge of Allegiance.

Mr. Tervo welcomed Zach Edgerton as a returning, new Board member to the Copper Country Community Mental Health Services Board.

Approval of Agenda

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the agenda be approved with one addition to the Director's Report, "*Contract Amendment – FY 2026*", as presented. Motion carried unanimously.

Approval of Minutes of January 28, 2026 Meeting Minutes

MOTION: by Mr. Eilola, seconded by Mr. Herrala, that the Minutes of the January 28, 2026 meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for January 2026

MOTION: by Mr. Herrala, seconded by Mr. Eckloff, that checks numbered 76179 to 76456 in the amount of \$2,059,227.46 and Combined Cash Investments Report for January 31, 2026 totaling \$10,850,227.20 are accepted and placed on file. YES: Bourdeau, Britz, Eckloff, Edgerton, Eilola, Fink, Herrala, and Tervo.

Comments from the Public

There was no public in attendance.

Dawn Gibson introduced Gabe Rayner as the new Human Resources Director to the Board.

Chairperson's Report: James Tervo, Chairperson, presented the Chairperson's report.

NorthCare Governing Board Meeting – February 11, 2026 – Mr. Eilola stated the FY25 MDHHS/PIHP Contract litigation is still pending and Mr. Tervo added that MDHHS' Request for Proposal has been recalled.

Director's Report: Mike Bach, Executive Director, presented the Director's report.

Nominating Committee – 2026 Board Officers - Mrs. Fink presented the Nominating Committee report and stated the current officers of the Copper Country Community Mental Health Services Board (CCMHS) have agreed to serve another term. The committee recommended the nominations for the slate of officers for the 2026 – 2027 year, as follows:

For the Office of Chairperson – James Tervo
For the Office of Vice Chairperson – Pat Rozich
For the Office of Treasurer – Gale Eilola
For the Office of Secretary – Mike Koskinen

MOTION: by Mrs. Fink, seconded by Mr. Herrala, that the Board approves the nominations for the slate of officers for the 2026-2027 year, as presented. Motion carried unanimously.

Executive Director Performance Evaluations – Mr. Tervo stated the *Executive Director Performance Evaluation* forms were handed out tonight and asked Board members to complete and submit them to him before the March 25, 2026 Board meeting.

Board members were presented with a coffee mug printed with an updated CCMHS logo and motto, "*Inspired by Mission, United by Care*". Mike requested Board permission to hold a drawing for staff for the remaining mugs as well as a couple of sweatshirts with the same logo and motto. The intent is to increase awareness about the agency and the agency's job openings by word of mouth. Board members provided feedback about the items with the agency's logo and motto which show that CCMHS is a good place to work. Mike thanked the Board for their support of the new Boardroom chairs and reminded Board members that a new Boardroom table will be coming as well as a new coatrack and credenza.

Annual Quality Improvement Report FY 2025 – The FY 2025 Annual Quality Improvement Report is a summary of various program outcomes.

Rice Memorial Clinic Foundation Board Meeting – February 4, 2026 – There is one opening on the Rice Foundation Board and Board members will be voting at the next meeting to fill that position. The Foundation's operating fund is healthy and they continue to provide a lot of support. Mike was able to thank the Foundation for the whole house generators that our group homes now have. Taryn Mason is working with area schools for the annual Rice Foundation scholarships.

Corporate Authorization Resolution – Gabe Rayner and Eric Coon will be coming on as new Directors and the *Corporate Authorization Resolution* is required to make those changes for day to day operations. Management is asking for Board approval to make the authorized signer changes to the Copper Country Mental Health Services accounts at Superior National Bank.

MOTION: by Mr. Herrala, seconded by Mr. Eckloff, that the Board approves making the authorized signer changes to the Copper Country Mental Health Services accounts at Superior National Bank, as presented. Motion carried unanimously.

Trustee Resolutions for Gabriel Rayner & Eric Coon - The *Trustee Resolutions* are for Gabe Rayner and Eric Coon to appoint them as Trustees to the agency's retirement plan.

MOTION: by Mr. Eckloff, seconded by Mrs. Fink, that the Board approves the Trustee Resolutions for Gabriel Rayner and Eric Coon, as presented. Motion carried unanimously.

Policy & Procedure

Remote Work - Occasional (NEW) – The *Remote Work - Occasional* policy was created from an existing policy, *Telecommuting*, and is to allow for work-related tasks to be completed off-site of agency property on an occasional basis.

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the new policy, *Remote Work - Occasional*, as presented. Motion carried unanimously.

Job Position Reclassification - Administration Service Coordinator – It is proposed to move the supervision and oversight of the seven Houghton and Calumet secretaries under one supervisor, the *Administration Services Coordinator*, and to retitle that position as, *Administration Services Supervisor*.

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the job position reclassification of the position, *Administration Services Coordinator*, as presented. Motion carried unanimously.

Wage Level Adjustment – Accounts Payable & Purchasing Specialist – It is proposed to move the *Accounts Payable Specialist* and *Purchasing Specialist* positions from the L2 level to the L3 level to become more competitive and reflective of the level of responsibility involved in these positions.

MOTION: by Mr. Herrala, seconded by Mr. Eckloff, that the Board approves the wage level adjustment for the *Accounts Payable Specialist* and *Purchasing Specialist*, as presented. Motion carried unanimously.

Wage Level Adjustment – Level 3 – It is proposed to increase the L3 level pay scale to become more competitive for existing staff and to help in the recruitment for open positions.

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the wage level adjustment for *Level 3* positions, as presented. Motion carried unanimously.

Sale of Lakeside Home – Management is recommending and seeking permission for the sale of Lakeside Home in Hubbell, MI.

MOTION: by Mr. Eilola, seconded by Mr. Herrala, that the Board approves the request for the sale of Lakeside Home, as presented. Motion carried unanimously.

Contract Amendment – FY 2026 – Cornerstone Homes have proposed a slight increase to personal care and community living supports services for three CCMHS residents due to the increase in Direct Care Staff wages.

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the *Contract Amendment – FY 2026* for Cornerstone Homes, as presented. Motion carried unanimously.

Updates

Job Openings Data - Dawn Gibson reported there is an opening for a Case Manager position in Houghton which is in the process of being interviewed for and the Purchasing Specialist position will be open in March.

There are currently five full-time Direct Care Staff positions open and are in the process of offering some of those positions. Another training is scheduled for mid-March.

MDHHS Court Cases – MDHHS' Request for Proposal was withdrawn by MDHHS and the next steps remain unknown. The FY25 MDHHS/PIHP Contract litigation involving four PIHPs has a hearing scheduled for March 24, 2026 and Mike will keep the Board updated.

Medicaid Waivers & HCBS Final Rule Guidelines – The Board reviewed the *Medicaid Waivers and What is the HCBS Final Rule, and How Does It Impact Us?* guidelines created by management.

Mike's KPIs – The Board reviewed the Executive Director's list of KPIs.

All Access TV Clubhouse Documentary – The handout available today is part of the All Access Clubhouse feature which was created by All Access and will be included in an email that will go out to one million people across the U.S. When the link is clicked, you will be directed to the CCMHS website.

Mike discussed Senator Ed McBroom's proposal to create a new U.P. wide mental health authority.

Finance Director's Report: Susan Serafini, Finance Director, presented the Finance Director's Report.

Financial Statements for January 2026 - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of January 31, 2026. The agency remains in good financial position across all funding sources and is looking good through the end of the fiscal year. The numbers for Medicaid and Healthy Michigan do not reflect the cost settlement with NorthCare, which will likely not be until June. There is a possibility of \$1,500,000 being returned to the agency. General Fund revenue reflects a carryforward of \$61,000. Susan reviewed the Balance Sheet as of January 31, 2026. The total cash at the end of January 2026 was \$10,850,227.20 which is a decrease of \$1,347,152.24 from December 2025 of \$12,197,379.44. This is due to the agency receiving its largest Medicaid payment for November in December and three payrolls in January. The total net income of all funds through January 31, 2026 is \$636,368 compared to \$500,101 in December 2025 which is an increase of \$136,267 and an increase compared to the same time last year. The General Fund is reporting net income of \$491,285 which is an increase of \$141,295 from December 2025 of \$349,990 and an increase compared to the same time last year. All other internal service funds are doing well. Susan reviewed the General Fund's Income Statement. The revenues would have a variance of 33% to be right on budget and are running 2% ahead of budget. This is mainly due to utilizing more Medicaid dollars, as well as receiving a General Fund carryforward and investment income as interest rates remain high. Expenditures remain under budget even though there was an increase in expenditures in January due to some larger increases for health insurance.

Building & Grounds Committee Meeting Minutes – January 28, 2026

MOTION: by Mr. Eilola, seconded by Mr. Eckloff, that the Board approves the January 28, 2026 *Building and Grounds Committee meeting Minutes*, as presented. Motion carried unanimously.

Old / New Business

There was no old or new business to note

Adjournment

MOTION: by Mr. Bourdeau that the meeting adjourn. The meeting was adjourned by the Chairperson at 4:58 PM.

Submitted by,



James Tervo, Board Chairperson



Michael Koskinen, Board Secretary