COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD
Wednesday, March 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 5:00 PM.

PRESENT: Richard Bourdeau, Roy Britz, Katie Carlson-Lynch, Randy Eckloff, Zach Edgerton, Gale Eilola, Barry Fink, Richard Herrala, Mike Koskinen, and James Tervo.

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

ABSENT: Linda Pelli and Pat Rozich.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Mr. Koskinen, seconded by Mr. Bourdeau, that the agenda be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Approval of Minutes of February 25, 2026 Meeting Minutes

MOTION: by Mr. Koskinen, seconded by Mr. Bourdeau, that the Minutes of the February 25, 2026 meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for February 2026

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that checks numbered 76457 to 76707 in the amount of $2,371,770.98 and Combined Cash Investments Report for February 28, 2026 totaling $10,257,488.73 are accepted and placed on file. YES: Bourdeau, Britz, Carlson-Lynch, Eckloff, Edgerton, Eilola, Fink, Herrala, Koskinen, and Tervo.

Comments from the Public

There was no public in attendance.

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

Executive Director Performance Evaluations Report – Mr. Tervo stated all evaluations were positive and Board members appreciate the Executive Director's efforts which include educating the community and sharing the history of CCMHS.

NorthCare Governing Board Delegates Appointments/Re-Appointments – Mr. Tervo stated the current NorthCare Governing Board Delegates, Mr. Eilola and Mr. Koskinen have agreed to continue their appointments as delegates to the NorthCare Governing Board. He will reach out to Mr. Rozich to confirm his interest in continuing to serve as a NorthCare Delegate as well.

Great Lakes Rural Mental Health Association Conference – September 8th & 9th, 2026 at the Island Resort & Casino – Harris, MI – Mr. Tervo stated Bob Sheehan from CMHA contacted the GLRMHA Executive Committee as the conference was going to conflict with a national rural mental health conference that included Megan Rooney, NorthCare CEO, Alan Bolter, CMHA CEO, and Chip Johnston, Centra Wellness Executive Director. The committee was able to reschedule with the Island Resort & Casino for September 8th & 9th.

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

Annual Review of Mission Statement – Mike presented the Copper Country Mental Health Services Board Mission Statement, which must be reviewed each year. Management recommends no changes to the current statement.

MOTION: by Ms. Carlson-Lynch, seconded by Mr. Herrala, that the Board approves the Copper Country Community Mental Health Services Mission Statement with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Facilities Manager Wage Level Change – The Facilities Manager position requires expertise and was found to be slightly under the current market's wage range. Management recommends the proposed wage level change for this position.

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Board approves the proposed *Facilities Manager Wage Level Change*, as presented. Motion carried unanimously.

Updates

Gabe Rayner, Human Resources Director & Eric Coon, Finance Director Introductions – Mike introduced incoming Human Resources Director, Gabe Rayner, and Finance Director, Eric Coon, to the Board.

Job Openings Data – Gabe Rayner reported the open Case Manager position in Houghton has been filled and will begin in April. The Purchasing Specialist position has also been filled and has begun already. There is an opening for the Acute Services Manager position which has already been interviewed for and filled. This has resulted in a current Program Manager position opening, and an offer will be made this week to fill that position. A Youth Peer Support position has also opened recently. There are currently two full-time Direct Care Staff positions open and interviews begin tomorrow to fill those positions.

Special Assessment for CMHA – The CMHA Special Assessment request is to build up funds in preparation of a future MDHHS Request for Proposal. NorthCare intends to bring the request before the NorthCare Governing Board for regional approval at their April meeting. The Board is in support of NorthCare handling the request.

Closure of CCMHS Due to Weather – Due to the expectance of severe weather, road closures, etc., on March 16th, Management made a decision to close the agency. Access and emergency calls were handled remotely.

Quality Improvement Committee – Management is recommending that Board members no longer serve on the Quality Improvement Committee in order to distinguish between Management and a governing Board.

Management will continue to provide updates on the committee meetings and can go back to reporting to the Board on a quarterly basis.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board agrees with the recommendation to remove Board members from the Quality Improvement Committee, as presented. Motion carried unanimously.

All Access Video – The final video product from All Access has been received and the Board will receive the link to the video tomorrow via email.

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

Financial Statements for February 2026 - Susan Serafini reviewed the Revenues and Expenditures by funding source report as of February 28, 2026. The agency remains in a surplus situation across all funding sources. There will be a cost settlement with NorthCare in June where Medicaid dollars will increase and the agency will have savings from 2025 to be used in 2026. Susan reviewed the Balance Sheet as of February 28, 2026. The total cash at the end of February 2026 was $10, 257,488.73 which is a decrease of $592,738.47 from January 2026 of $10,850,227.20. This is due to the One-Time Pay Adjustment in February. The total net income of all funds through February 28, 2026 is $757,542 compared to $636,368 in January 2026 which is an increase of $121,174. The General Fund is reporting net income of $593,548 which is an increase of $102,263 from January 2026 of $491,285. Much of this is due to utilizing more Medicaid funding for those receiving services on Medicaid. Susan reviewed the General Fund's Income Statement. The revenues would have a variance of 41.67% 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 interest rates remaining high. Expenditures remain under ½% budget even with the increases in rates for health insurance. The agency is still waiting for its audit results from Anderson, Tackman, & Co., PLC.

Old / New Business

Mr. Tervo congratulated Dawn Gibson and Susan Serafini on their retirements and thanked them for their many years of experience at CCMHS.

Adjournment

MOTION: by Ms. Carlson-Lynch that the meeting adjourn. The meeting was adjourned by the Chairperson at 5:40 PM.

Submitted by,

James K Tervo

James Tervo, Board Chairperson

Michael Koskinen

Michael Koskinen, Board Secretary