

COPPER COUNTRY COMMUNITY MENTAL HEALTH SERVICES BOARD

Wednesday, August 26, 2026 | 5:00 PM

Ontonagon County Center
515 Quartz Street
Ontonagon, MI 49953

MINUTES

CALL TO ORDER: The meeting was called to order at 5:00 PM.

PRESENT: Richard Bourdeau, Roy Britz, Gale Eilola, Richard Herrala, Mike Koskinen, Linda Pelli, and James Tervo.

OTHERS: Mike Bach, Alan Bolter, Angela Cline, Eric Coon, Leslie Griffith, and Gabe Rayner.

ABSENT: Katherine Carlson-Lynch, Randy Eckloff, Zach Edgerton, and Barry Fink.

Those in attendance stood for the Pledge of Allegiance.

Approval of Agenda

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the agenda be approved with three additions of an adoption of a 457(b) plan restatement and merger resolution, bid results for Aurora and Woodhaven home bathroom renovations, and to authorize Finance Director, Eric Coon, as the online banking administrator for the agency's Superior National Bank accounts; one deletion of the bid results for installation of door key card readers; and a revision to the action item, *Medicaid Settlement with Michigan Attorney General's Office*, as presented. Motion carried unanimously.

Approval of Minutes of June 24, 2026 Meeting and July 16, 2026 Special Meeting

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Minutes of the June 24, 2026 meeting and July 16, 2026 special meeting be approved with no additions, deletions, or amendments, as presented. Motion carried unanimously.

Treasurer's Report for June and July 2026

MOTION: by Mr. Eilola, seconded by Mrs. Pelli, that checks numbered 77488 to 77723 in the amount of \$1,476,455.58 and Combined Cash Investments Report for June 30, 2026 totaling \$11,673,397.97 and checks numbered 77724 to 78004 in the amount of \$1,867,196.61 and Combined Cash Investments Report for July 31, 2026 totaling \$12,725,070.95 are accepted and placed on file. YES: Bourdeau, Britz, Eilola, Herrala, Koskinen, Pelli, and Tervo.

Comments from the Public

There was no public in attendance.

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

NorthCare Governing Board Meeting – August 12, 2026 - Mr. Tervo stated clarification about Bridge Health was discussed at the meeting and the contract with MDHHS was signed.

CMHA 2026 Annual Fall Conference – October 26th and 27th – Grand Traverse Resort - Mr. Tervo stated if anyone is interested in attending the CMHA fall conference, to reach out to Angela Cline to make those arrangements.

Great Lakes Rural Mental Health Association Conference Update – Mr. Tervo stated everything for the Great Lakes Rural Mental Health Association's annual fall conference is all set. For the Legislative Roundtable, there will be a couple of State Representatives in attendance, and it will start with viewing the Northern Lights Clubhouse video, providing informational sheets about each CMH, and a discussion about positive things happening at each CMH.

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

Ontonagon County Center Program Presentation – Aunica Bolen, Community Services Program Director, presented an update about the Ontonagon County Center program. She thanked the Board for approving the group home generators as their area had experienced bad weather recently and the generator was needed at the group home. The car wash is doing well and today staff went on the local radio station to talk about their car detailing services. The lawn crew does a really good job for businesses and residences in town. A new door was installed near the front reception office, and they will soon be receiving electronic key card readers for other areas of the building. The agency will be working with the Ontonagon and Houghton County jails to provide therapy services to inmates. All Michigan clinicians are required to be trained by Wayne State University for behavioral health crisis training and she and Jamie Rheault, Acute Services Manager, are now trainers that will present the same training in Houghton for staff.

CMHA Update Presentation – CMHA Director, Alan Bolter, provided a CMHA and Legislative update. Associate Director, David Lowe, has been hired to replace his former position and Bob Sheehan will be leaving CMHA next month.

MDHHS CMHSP 2027 Agreement – This is the General Fund contract which is separate from Medicaid.

MOTION: by Mr. Herrala, seconded by Mrs. Pelli, that the Board approves the *MDHHS CMHSP 2027 Agreement*, as presented. Motion carried unanimously.

Performance Review Forms – Gabe Rayner, Human Resources Director, reviewed the differences between the new *Non-Supervisor Performance Review* and *Supervisor Performance Review* forms. Changes were made in order to improve the performance review process.

MOTION: by Mrs. Pelli, seconded by Mr. Eilola, that the Board approves the new *Performance Review Forms*, as presented. Motion carried unanimously.

Policy & Procedure

Adverse Benefit Determinations (NEW) – This policy was originally part of another policy and details timelines and ways to protect individuals' rights when services are discontinued, changed, or terminated, to ensure staff are following the correct procedure.

Harassment Resulting from Recipient Rights Activities (NEW) – This policy was created as a result of the Recipient Rights audit and is specific to harassment resulting from rights activities.

Human Resources Investigations of Workplace Misconduct (NEW) – This policy provides a process for Human Resources when investigating workplace misconduct.

MOTION: by Mr. Koskinen, seconded by Mr. Herrala, that the Board approves the three (3) new policies, *Adverse Benefit Determinations*; *Harassment Resulting from Recipient Rights Activities*; and *Human Resources Investigations of Workplace Misconduct*, as presented. Motion carried unanimously.

Clinical Records Forms and Formats (RESCIND) – This policy is obsolete and Management recommends rescinding the policy.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board approves to rescind the policy, *Clinical Records Forms and Formats*, as presented. Motion carried unanimously.

Medicaid Grievance and Appeal Processes (REVISED) – This policy was revised to update timelines and ensure it is aligned with NorthCare Network's policy.

Travel Expense Allowance (REVISED) – This policy was revised to allow the agency to adjust the rate for mileage reimbursement to be consistent with the IRS standard mileage rates without Board approval.

Vehicle Replacement (REVISED) – This policy was revised to ensure quicker timelines when replacing agency vehicles.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board approves the three (3) revised policies, *Medicaid Grievance and Appeal Processes*; *Travel Expense Allowance*; and *Vehicle Replacement*, as presented. Motion carried unanimously.

Quality Improvement 3rd Quarter FY26 Report – Staff are working to find ways to increase the number of consumer satisfaction surveys that are being returned. This will be discussed on a quarterly basis, and the Board will be updated.

Rice Memorial Clinic Foundation Board Meeting – August 19, 2026 – The Foundation Board continues to meet, has good funding, and continues to support CCMHS. At their last meeting, they approved a request for funding to the Copper Country Autism Awareness organization to provide admission at the Houghton County Fair for children with autism and their families.

Adoption of 457(b) Plan Restatement and Merger Resolution – Gabe stated the agency has 457(b) plans through Nationwide, Orion, and Superior National Bank and each were maintaining separate plan documents. A consultant recommended merging all three plans and all three operators were willing to do so. This will reduce complexity, compliance burden, and confusion. The updated plan document will comply with current laws, rules will remain the same, and the document will become effective on September 1, 2026.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, that the Board approves the *Adoption of 457(b) Plan Restatement and Merger Resolution*, as presented. Motion carried unanimously.

Updates

Job Openings – Gabe stated the Outpatient Director position has been finalized which then created an open position for the Home Based Therapist. That position has been filled by the Home Based Case Management position and therefore the Home Based Case Management position is now open. The open ACT Therapist and ACT secretary positions have been filled. There were additional openings for Mental Health Aides in CSP and one of those positions have been filled as of today as well as the open position for an Outpatient Secretary. He is projecting five Direct Care Staff openings at Stepping Stone, Portage, and Atlantic homes.

Using Wisconsin Hospitals for Involuntary Psychiatric Admissions to Reduce Law Enforcement Travel Time – The agency has been in discussions with Probate Courts for a long time about utilizing Wisconsin psychiatric hospitals for involuntary admissions, which border counties have been doing for a long time. This is allowable under section 919 of the Mental Health Code and will start in Houghton effective September 8, 2026. Ontonagon has already utilized a Wisconsin hospital. Data will be kept and the Board will also be kept informed.

Bridge Health – This has been tabled and there was good discussion about it at the NorthCare Governing Board meeting. Our NorthCare delegates are informed and there is nothing happening with Bridge Health unless deliberation occurs.

Recipient Rights Audit – Our agency completed its Recipient Rights audit and were found in compliance with MDHHS requirements.

Finance Director's Report: Eric Coon, Finance Director, presented the Finance Director's Report.

K&N Bathroom Renovation Settlement/Group Home Bathrooms Project Update and Bid Results – Work has been stopped with K&N as a mutual decision and as a result, K&N's attorney sent the agency a proposal for \$170,000 in unpaid work. The agency consulted its attorney, and it was decided the best decision would be to settle with the contractor for work that's been completed up to discontinuing. The settlement was agreed upon by both parties for \$100,000 and CCMHS will get their materials back and work with a new contractor.

MOTION: by Mr. Herrala, seconded by Mr. Eilola, the Board approves the *K&N Bathroom Renovation Settlement* in the amount of \$100,000 and building materials will be returned to CCMHS, as presented. Motion carried unanimously.

There is one available contractor that can complete the five group home bathroom renovations, following the resolution of the K&N Contractors agreement. DTA Contracting has done work for the agency before and has also worked with U.P. Engineers and Architects before. The quote is for labor and materials in the amount of \$192,300. Work will begin in a couple of weeks.

MOTION: by Mr. Koskinen, seconded by Mr. Eilola, that the Board approves the bid result from DTA Contracting to complete the five group home bathroom renovations, in the amount of \$192,300, as presented. Motion carried unanimously.

Aurora and Woodhaven Homes Bathroom Renovation – The original group home bathroom renovation project included two additional bathrooms at Aurora and Woodhaven homes that were never started. Management recommends Board approval of the lowest bid from Wuebben Construction in the amount of \$125,391.43.

MOTION: by Mr. Herrala, seconded by Mrs. Pelli, that the Board accepts Management's recommendation to approve the bid from Wuebben Construction to complete the final two group home bathroom renovations at Aurora and Woodhaven homes in the amount of \$125,391.43, as presented. Motion carried unanimously.

Medicaid Settlement with Michigan Attorney General's Office – The Medicaid settlement is regarding two consumers who reside at a nursing home who were provided with both Community Living Supports and Case Management services from 2016 to 2025. The Attorney General understands that the agency did not intend to commit fraud and sent a proposal to settle which will require repayment of approximately \$250,000 in Medicaid funds and to allow management authority to sign settlement agreement on behalf of CCMHS. An auditor has since been hired to review Medicaid encounters to mitigate future risk of improper allocation of encounters billed to Medicaid and the agency can then identify where training is needed.

MOTION: by Mr. Koskinen, seconded by Mr. Bourdeau, that the Board approves the *Medicaid Settlement with Michigan Attorney General's Office* in the amount of approximately \$250,000, as presented. Motion carried unanimously.

Authorization of Eric Coon as Online Banking Administrator for SNB Accounts – This will allow Finance Director, Eric Coon, to be the designated online banking administrator for CCMHS' accounts at Superior National Bank.

MOTION: by Mr. Eilola, seconded by Mrs. Pelli, that the Board approves Finance Director, Eric Coon, to be the designated online banking administrator for CCMHS' accounts at Superior National Bank, as presented. Motion carried unanimously.

Financial Statements for June and July 2026 – Eric reviewed the Revenues and Expenditures by funding source report as of July 31, 2026. The agency had Medicaid savings of \$1.8 million and approximately a \$2.8 million surplus with Medicaid. A lot of these funds will be used in agency projects. Eric reviewed the Balance Sheet as of July 31, 2026. The total cash at the end of July 2026 was \$12,725,070.95 compared to June 2026 of \$11,176,062.46, which is an increase of \$1,549,008.49. The total net income of all funds through July 2026 is \$4,244,982 compared to June 2026 of \$1,970,599, which is an increase of \$2,274,383. The General Fund is reporting a net income of \$3,939,222 which is an increase of \$2,459,149 compared to June 2026 of \$1,480,073. All other internal service funds have broken even or are reporting net income. Eric reviewed the General Fund's Income Statement. To be right on budget, revenues have a variance of 83% and are running 4% ahead of budget. Expenditures will be just under budget for July.

Old / New Business

Aunica stated she had previously spoken about a consumer who needed an adaptive bathroom, due to being in a specialized wheelchair and unable to move, and payment for that project goes out tomorrow. The consumer now has a shower they can use and last week used their communication device to thank the agency.

Adjournment

MOTION: by Mr. Eilola, seconded by Mr. Herrala, that the meeting adjourn. The meeting was declared adjourned by Chairperson Tervo at 6:44 PM.

Submitted by,



James Tervo, Board Chairperson