

RIVER BLUFF BOARD OF DIRECTORS AGENDA

Called by: Jim Knutson, Chairman

DATE: Tuesday, November 21, 2023

TIME: 3:00 PM

Members: Trent Brass, John Butitta,
Jay Ferraro, Teresa Gobeli, Bernice
Marinelli, Bob Nieman, Frank
Perrecone, Tim Delany

LOCATION: Finch Room
River Bluff Health & Rehabilitation
4401 North Main Street
Rockford, IL 61103

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of October 17, 2023 minutes
- D. Public Comment – This is the time we invite the public to address the River Bluff Nursing Home Board of Directors with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Discussion Item – Administrators Report (Laura Schaffer)
 1. Census
 2. HMO Status
- F. Discussion Item – Communications/Marketing Report (Danielle Grindle)
- G. Discussion Item – Financial Report (Steve Schultz and Mary Ann Wigton)
 1. Updated Financial Statements (see attachment)
- H. River Bluff Foundation Discussion
- I. Other Matters
- J. Adjournment

Winnebago County Board
River Bluff Board of Directors Meeting
River Bluff Nursing Home
4401 North Main Street, Finch Room
Rockford, IL 61103

Tuesday, October 17, 2023
3:00 PM

Present:

Jim Knutson, **Chairperson**
Frank Perrecone, **Vice Chairperson**
Trent Brass
John Butitta
Teresa Gobeli
Bernice Marinelli
Bob Nieman

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Debbie Crozier, Human Resources
Danielle Grindle, Communications Director
Laura Schaffer, Administrator, River Bluff Nursing Home
Mary Ann Wigton, Office Manager, River Bluff Nursing Home
Thim Harris, Admission Specialist, River Bluff Nursing Home

Absent:

Jay Ferraro

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of September 19, 2023 Minutes
- D. Public Comment– This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the Chairman, please stand and state your name. Thank you.
- E. Discussion Item – Administrators Report (Laura Schaffer)
 1. Census
 2. HMO Status
- F. Discussion Item – Financial Report (Steve Schultz and Mary Ann Wigton)
 1. Updated Financial Statements (see attachment)
- G. Other Matters
- H. Adjournment

Call to Order

Chairperson Knutson called the meeting of the River Bluff Board of Directors to order at 3:00 pm.

Roll Call

Chairperson Jim Knutson yes, Frank Perrecone yes, Trent Brass yes, Bernice Marinelli yes, Teresa Gobeli yes, Bob Nieman yes, John Butitta yes.

Approval of September 19, 2023 Minutes

Motion: Atty. Perrecone. Second Mr. Brass.

Chairperson Knutson called for any discussion, corrections or additions.

Motion passed by unanimous voice vote.

Public Comment

Chairperson Knutson omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Discussion Item – Administrators Report (Laura Schaffer)

1. Census

Current census is 145 with 10 admissions within the last month.

2. HMO Status

The status is pending for the Blue Cross and Humana contracts and the Business office continues to inquire about the status of both applications with no response. An application was submitted to United Healthcare last week. Aetna's interest application will be submitted next week. The Business office is continuing work on outstanding debt collection.

- Discussion followed.

3. Staffing

Nursing wage increases went into effect October 1, 2023. Three RN's have been hired. The focus is on filling the vacant RN positions. Seven CNA's have been hired within the last month. Administration is working with Human Resources to schedule a Job Fair in November with management participating to conduct interviews for open positions. A new Admission contract was implemented as well as new rates that went into effect October 1, 2023. Additional information was shared regarding other improvements and upcoming programs and events.

- Discussion followed. Management will look into the current Call System agreement and discuss upgrades.

Discussion Item – Financial Report (Steve Schultz and Mary Ann Wigton)

- Updated Financial Statements (see attachment)

Mr. Schultz directed the Board to the Summary Page and discussed the financials through August 2023. Plans are to hire a temporary staff accountant. The board reviewed the Capital Projects.

- Discussion followed.

Other Matters

- River Bluff Board Appointment – Tim Delany's name was read at the September 28, 2023 County Board meeting and the vote for his appointment will be placed on the October 26, 2023 County Board Agenda.
- Zoom Remote Meetings to be considered for January-March meetings in 2024. A quorum is needed onsite when holding the Zoom meetings.
- Patients admitted to River Bluff Nursing Home with Medicare Advantage Plans. Possible leniency in private pay billed amounts for those denied Medicare Advantage coverage after admittance.
- Creation of a 501c3 Foundation for donations to River Bluff Nursing Home.

Adjournment

Chairperson Knutson called for a motion to adjourn the meeting.

Motion: Mr. Nieman. Second: Mr. Butitta.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile

Administrative Assistant

**DISCUSSION ITEM –
ADMINISTRATORS REPORT
(LAURA SCHAFFER)**

CENSUS

HMO STATUS

**DISCUSSION ITEM –
COMMUNICATIONS/
MARKETING REPORT
(DANIELLE GRINDLE)**

**DISCUSSION ITEM –
FINANCIAL REPORT
(STEVE SCHULTZ & MARY
ANN WIGTION)**

UPDATED FINANCIAL STATEMENTS

County of Winnebago, Illinois
Schedule of Revenues, Expenses and Changes in Net Position
Budget and Actual
River Bluff Nursing Home

For the Month Ended September 30, 2023 (Unaudited)

	FY 2022 Actual <i>(Audited)</i>	FY 2023 Revised Annual Budget	FY 2023 Actual <i>(12 months)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 100.00%)</i>
Operating Revenues					
Charges for Services, net of bad debt exp	8,689,275	13,873,801	16,057,943		
Intergovernmental charges for services	766,451	-	666,031		
Other	16,176	712,242	18,388		
Total Operating Revenues	9,471,902	14,586,043	16,742,362	2,156,319	114.78%
Operating Expenses					
Personnel	5,427,597	9,308,061	8,446,081	(861,980)	90.74%
Supplies and services	10,985,422	8,879,795	10,493,060	1,613,265	118.17%
Depreciation	369,679	355,000	-	(355,000)	0.00%
Capital Outlay	-	-	-	-	0.00%
Total Operating Expenses	16,782,698	18,542,856	18,939,141	396,285	102.14%
Operating income (loss)	(7,310,796)	(3,956,813)	(2,196,779)	1,760,034	
Non-Operating Revenues(Expenses)					
Property Taxes	1,901,282	1,900,000	1,903,068	3,068	100.16%
Interest Expense (Debt)	3,883	(3,132)	-	3,132	0.00%
Transfer from Other Funds	4,516,776	1,427,000	1,337,000	(90,000)	93.69%
Total Non-Operating Rev (Exp)	6,421,941	3,323,868	3,240,068	(83,800)	97.48%
Net increase (decrease) in net position	(888,855)	(632,945)	1,043,289	1,676,234	
Total net position, beginning of period	215,923	(672,932)	(672,932)		
Prior period adjustment	-	-	-		
Total net position, end of period	(672,932)	(1,305,877)	370,357		
RBNH Expenses Paid by County:					
Employer Share Payroll Taxes	489,536		526,681		
Employer Share IMRF	353,623		170,546		
Worker's Comp & Settlements	24,152		NA		
Total other RBNH expenses	867,311	-	697,227	-	-

County of Winnebago, Illinois
 Operating Revenues Detail
 Budget and Actual
 River Bluff Nursing Home

For the Month Ended September 30, 2023 (Unaudited)

	FY 2022 Actual <i>(Audited)</i>	FY 2023 Revised Annual Budget	FY 2023 Actual <i>(12 months)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 100.00%)</i>
Operating Revenues					
Charges for Services					
Federal Matching Aid	279,476		380,387		
State Quality Improvement	-		113,678		
State CNA Incentive	-		24,752		
Medicare	542,117	4,076,116	372,563		
Medicare-contractual allowance	1,074,168		686,603		
Medicaid	7,387,138	6,996,492	6,420,308		
Medicaid-contractual allowance	1,369,651		3,543,640		
Hospice	1,117,532	615,938	1,344,895		
Hospice-contractual allowance	271,619		653,873		
Insurance/Priv Pay	1,355,087	2,331,355	1,978,446		
Insurance-contractual allowance	219,673		(40,565)		
Ancillary revenue	410,082	103,900	567,335		
Other patient revenue	(39,606)		-		
Food charges	-		12,028		
TIF revenue	2,946		-		
Souvenir and other	-		-		
Total Charges for Services	13,989,883	14,123,801	16,057,943	1,934,142	113.69%
Less: Bad Debt Expense	(5,300,608)	(250,000)	-	250,000	0.00%
	8,689,275	13,873,801	16,057,943	2,184,142	115.74%
Other					
Uniform fees	83	-	14		
Stimulus/Grant funds	766,451	711,042	666,017		
Donations	-	-	53		
Interest	-	-	312		
Other unclassified revenue	16,093	1,200	18,023		
Total Other	782,627	712,242	684,419	(27,823)	
Total Operating Revenues	9,471,902	14,586,043	16,742,362	2,156,319	114.78%

County of Winnebago, Illinois
Personnel Expense Detail
Budget and Actual
River Bluff Nursing Home

For the Month Ended September 30, 2023 (Unaudited)

	FY 2022 Actual <i>(Audited)</i>	FY 2023 Revised Annual Budget	FY 2023 Actual <i>(12 months)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 100.00%)</i>
Personnel					
Admin & Business Office (70500)					
Regular Salaries	515,735	1,031,322	1,065,958	34,636	
Vacation Payouts	-	-	1,978	1,978	
Part-time Salaries	29,177	35,000	40,163	5,163	
Overtime	29,545	43,000	29,119	(13,881)	
Life Insurance	267	546	407	(139)	
IMRF Employer	-	-	-	-	
Health Insurance	69,554	120,834	89,293	(31,541)	
Total Admin & Business Office	644,278	1,230,702	1,226,918	(3,784)	99.69%
Activities (71000)					
Regular Salaries	155,475	200,000	196,326	(3,674)	
Vacation Payouts	315	-	365	365	
Part-time Salaries	21,236	10,000	13,106	3,106	
Overtime	11,089	12,000	25,485	13,485	
Life Insurance	145	318	224	(94)	
Health Insurance	64,205	99,167	50,350	(48,817)	
Total Activities	252,465	321,485	285,856	(35,629)	88.92%
Social Services (71500)					
Regular Salaries	168,881	167,581	175,724	8,143	
Vacation Payouts	-	-	-	-	
Overtime	7,505	7,500	5,237	(2,263)	
Life Insurance	152	228	220	(8)	
Health Insurance	61,512	61,512	61,512	-	
Total Social Services	238,050	236,821	242,693	5,872	102.48%
Dietary (72020/72021/72023)					
Regular Salaries	564,811	639,017	693,588	54,571	
Vacation Payouts	726	-	604	604	
Part-time Salaries	54,347	60,000	53,273	(6,727)	
Overtime	55,897	100,000	60,429	(39,571)	
Life Insurance	499	955	909	(46)	
Health Insurance	126,076	269,295	139,480	(129,815)	
Total Dietary	802,356	1,069,267	948,283	(120,984)	88.69%

	FY 2022 Actual <i>(Audited)</i>	FY 2023 Revised Annual Budget	FY 2023 Actual <i>(12 months)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 100.00%)</i>
Daily Services (72500/72530/72532)					
Regular Salaries	2,582,877	2,952,736	2,383,788	(568,948)	
Vacation Payouts	16,293	-	8,440	8,440	
Part-time Salaries	125,595	150,000	192,788	42,788	
Overtime	913,071	980,000	944,678	(35,322)	
Life Insurance	1,632	2,642	2,124	(518)	
Health Insurance	620,775	694,509	583,058	(111,451)	
Total Daily Services	4,260,243	4,779,887	4,114,876	(665,011)	86.09%
Housekeeping (73000)					
Regular Salaries	250,779	300,000	297,420	(2,580)	
Vacation Payouts	-	-	2,743	2,743	
Part-time Salaries	6,747	50,000	2,747	(47,253)	
Overtime	30,933	30,000	51,687	21,687	
Life Insurance	250	455	390	(65)	
Health Insurance	67,328	80,106	81,074	968	
Total Housekeeping	356,037	460,561	436,061	(24,500)	94.68%
Laundry (73500)					
Regular Salaries	53,052	52,023	41,741	(10,282)	
Overtime			683		
Life Insurance	33	46	37	(9)	
Health Insurance	22,821	22,895	3,314	(19,581)	
Total Laundry	75,906	74,964	45,775	(29,872)	61.06%
Nursing Admin (74000)					
Regular Salaries	956,153	914,775	895,880	(18,895)	
Vacation Payouts	17,834	-	692	692	
Part-time Salaries	-	-	43,915		
Overtime	8,700	15,000	13,877	(1,123)	
Life Insurance	328	501	429	(72)	
Health Insurance	184,989	204,098	190,826	(13,272)	
Total Nursing Admin	1,168,004	1,134,374	1,145,619	(32,670)	100.99%
Change in Pension Estimate	(2,341,380)				
Change in OPEB Estimate	(28,362)				
Total Personnel	5,427,597	9,308,061	8,446,081	(906,578)	90.74%

County of Winnebago, Illinois
Supplies & Services Expense Detail
Budget and Actual
River Bluff Nursing Home

For the Month Ended September 30, 2023 (Unaudited)

	FY 2022 Actual <i>(Audited)</i>	FY 2023 Revised Annual Budget	FY 2023 Actual <i>(12 months)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 100.00%)</i>
Supplies & Services					
Food & Beverage (42250)	819,621	909,350	824,168		
Medical & Dental Supplies (42260)	352,366	699,365	581,326		
Other Departmental Supplies (42290)	540,078	578,800	548,402		
COVID-19 Related Supplies (42295)	53,917	-	130		
Consulting (43120-see detail below)	873,061	658,656	654,834		
IDHS Bed Assessments (43952/43953)	764,897	1,066,440	278,735		
Other Professional Services (43190 see detail below)	3,533,783	2,389,370	4,952,564		
All Others	4,047,699	2,577,814	2,652,901		
	<u>10,985,422</u>	<u>8,879,795</u>	<u>10,493,060</u>	1,613,265	118.17%
 <u>Consulting (43120)</u>					
Administration (70500)	299,873	56,000	67,513		
Activity Consulting (71000)	4,347	3,456	2,860		
Social Svc Consulting (71500)	656	1,800	840		
Dietary Consulting (72000)	40,890	47,000	35,952		
Medical Records Consulting (72500)	-	-	4,129		
Therapy/Rehab (72533:72535)	505,880	530,000	522,515		
Medical Director (72539)	17,400	17,400	17,400		
Pastoral Care (72540)	4,015	3,000	3,625		
	<u>873,061</u>	<u>658,656</u>	<u>654,834</u>	(3,822)	99.42%
 <u>Other Professional Services (43190)</u>					
Activities (71000)	1,440	3,000	5,420		
Baker Tilly (70500)	-	-	37,630		
Nursing Temps (72500)	3,520,456	2,329,370	4,901,013		
Other	11,887	20,000	8,501		
	<u>3,533,783</u>	<u>2,352,370</u>	<u>4,952,564</u>	2,600,194	210.54%

County of Winnebago, Illinois
Statement of Net Position
River Bluff Nursing Home

For the Month Ended September 30, 2023 (Unaudited)

	FY 2022 Actual (Audited)	FY 2023 Actual (12-Month)	Variance with Prior Year Over (Under)
Current assets			
Cash and investments	-	-	-
Receivables, net property taxes	1,975,577	68,777	(1,906,800)
Receivables, net patient	4,391,164	5,539,389	1,148,225
Receivable from other governments	47,970	-	(47,970)
Inventory	100,619	100,619	-
Total current assets	6,515,330	5,708,785	(806,545)
Noncurrent assets			
Restricted cash and investments	76,542	85,510	8,968
Restricted net pension asset	9,051,346	9,051,346	-
Capital assets not being depreciated	645,548	645,548	-
Capital assets being depreciated, net	2,614,493	2,614,493	-
Total noncurrent assets	12,387,929	12,396,897	8,968
Total assets	18,903,259	18,105,682	(797,577)
Deferred outflows of resources			
Other post-employment benefit items	97,442	97,442	-
Pension items-IMRF	291,565	291,565	-
Total deferred outflows of resources	389,007	389,007	-
Total asset and deferred outflows of resources	19,292,266	18,494,689	(797,577)
Current liabilities			
Accounts payable	4,508,488	2,856,984	(1,651,504)
Accrued payroll	207,318	288,364	81,046
Payable to other governments	519,575	166,883	(352,692)
Total current liabilities	5,235,381	3,312,231	(1,923,150)
Noncurrent liabilities			
Compensated absences	209,982	209,982	-
Advances from other funds	6,053,960	8,036,054	1,982,094
Net pension liability	-	-	-
Other post-employment benefit obligation	598,938	598,938	-
Total noncurrent liabilities	6,862,880	8,844,974	1,982,094
Total liabilities	12,098,261	12,157,205	58,944
Deferred inflows of resources			
Property taxes levied for next period	1,899,810	-	(1,899,810)
Other post-employment benefit items	142,267	142,267	-
Pension items - IMRF	5,824,860	5,824,860	-
Total deferred inflows of resources	7,866,937	5,967,127	(1,899,810)
Total liabilities and deferred inflows of resources	19,965,198	18,124,332	(1,840,866)
Net position			
Net investment in capital assets	3,260,041	3,260,041	-
Restricted for net pension asset	9,051,346	9,051,346	-
Restricted for patient funds-expendable	76,542	85,510	8,968
Unrestricted	(13,060,861)	(12,026,540)	1,034,321
Total net position	(672,932)	370,357	1,043,289
Total liabilities, deferred inflows and net position	19,292,266	18,494,689	(797,577)

**RIVER BLUFF
FOUNDATION DISCUSSION**