

RIVER BLUFF BOARD OF DIRECTORS AGENDA

Called by: Jim Knutson, Chairman

DATE: Tuesday, December 19, 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 November 21, 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 – Financial Report (Steve Schultz and Mary Ann Wigton)
 - 1. Updated Financial Statements (see attachment)
- G. Other Matters
- H. Adjournment

Winnebago County Board
River Bluff Board of Directors Meeting
River Bluff Health & Rehabilitation
4401 North Main Street, Finch Room
Rockford, IL 61103

Tuesday, November 21, 2023
3:00 PM

Present:

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

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Danielle Grindle, Communications Director
Laura Schaffer, Administrator, River Bluff Health & Rehabilitation

Absent:

Jay Ferraro

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 Health & Rehabilitation Board 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 – 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

Call to Order

Chairperson Knutson called the meeting of the River Bluff Board of Directors to order at 3:00 pm. Tim Delany was welcomed to the Board of Directors and gave a brief background

of his work and personal history. Trent Brass was congratulated on his new role as Emergency Services Management Coordinator with Winnebago County.

Roll Call

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

Approval of October 17, 2023 Minutes

Motion: Mr. Nieman. Second: Atty. Perrecone.

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.

Other Matters

Medicare Advantage Plans Alternate Options – Discussion took place regarding Medicare Advantage Plans and the financial concerns associated with the plans. Several board members met to discuss the Medicare Advantage Plans and what alternative options could be utilized at River Bluff. A plan is proposed for the Admissions team to work with incoming clients and family to set up services and transition/discharge plans to ensure costs are covered while continuing care to the patient.

- Discussion followed.

Ms. Schaffer will report at the next meeting how many clients are utilizing Medicare Advantage Plans.

Discussion Item – Administrators Report (Laura Schaffer)

1. Census

Current census 139, October average daily census 146, 8 admissions in October. There were 9 discharges, and 6 referrals.

2. HMO Status

The Humana contract is signed with a start date of December 19. Credentialing is complete with Aetna, BlueCross BlueShield and United Healthcare. BlueCross BlueShield is updating language in their contract, UHC wanted clarification on services provided but the contract will be ready next week. The contracts are 3-year contracts.

3. Quality

Statistics were provided for quality measurements.

4. Therapy and Restorative

Long term care residents are benefiting from the new therapy company that began services in October 2023. There were 61 residents who attended the restorative gym. A total of 192 programs were held with therapy residents in October.

5. Staffing

A successful Job Fair was held November 8, 2023. Management is working with Human Resources to fill the open positions.

A contract with Rock Valley College is being negotiated for CNA and Nursing students to do their clinicals at River Bluff.

6. Activities

Halloween Trick or Treat had more than 150 trick or treaters. Thanksgiving dinner with entertainment is scheduled with over 30 families who have already RSVP'd. Christmas

includes The Giving Tree for residents and two other groups offered to provide gifts to the residents. A Breakfast with Santa is scheduled December 16, 2023.

7. MDS

Medicare and Medicaid meetings are held weekly. PDPM scores are reviewed and staff discuss items that will increase scores.

8. Business Office

Baker Tilly conducted a preliminary audit. The Admissions Team is meeting December 5 to discuss the workflow process and reassign some positions. Staff met with Pro Com Systems to discuss options for the Call Light System.

Discussion Item – Communications/Marketing Report (Danielle Grindle)

Ms. Grindle discussed the updates in rebranding River Bluff to reflect the name change to River Bluff Health & Rehabilitation. Ms. Grindle shared a handout and reviewed statistics and social media metrics. A marketing campaign should be considered in spring 2024. The board asked for an analysis of platforms and costs involved. The recent Marketing plan will be updated and presented to board members.

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 the Financial Report and discussed financials through September 2023. The Baker Tilly Preliminary Audit and the Medicaid Audit Review were discussed. The open accounting position was discussed.

- Discussion followed.

River Bluff Foundation Discussion

A River Bluff Foundation exists with the Community Foundation of Northern Illinois. Dan Ross, Executive Director of the Community Foundation will be invited to attend the January 2024 board meeting. The Illinois State’s Attorney will also be invited to attend a board meeting to discuss the Foundation.

- Discussion followed.

Other Matters

- Remote Meetings -A Zoom link for the January 2024 meeting will be set up for those unable to attend in person and sent in advance of the January 2024 meeting.

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

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

For the Month Ended October 31, 2023 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(1 month)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 8.33%)</i>
Operating Revenues					
Charges for Services, net of bad debt exp	13,215,666	16,264,812	1,873,038		
Intergovernmental charges for services	666,031	-	-		
Other	38,757	14,319	4,674		
Total Operating Revenues	13,920,454	16,279,131	1,877,712	(14,401,419)	11.53%
Operating Expenses					
Personnel	8,422,356	10,453,846	686,136	(9,767,710)	6.56%
Supplies and services	10,496,574	7,507,942	941,790	(6,566,152)	12.54%
Depreciation	-	355,000	-	(355,000)	0.00%
Capital Outlay	-	595,581	-	(595,581)	0.00%
Total Operating Expenses	18,918,930	18,912,369	1,627,926	(17,284,443)	8.61%
Operating income (loss)	(4,998,476)	(2,633,238)	249,786	2,883,024	
Non-Operating Revenues(Expenses)					
Property Taxes	1,903,068	2,819,000	-	(2,819,000)	0.00%
Transfer from Other Funds	1,337,000	-	-	-	NA
Total Non-Operating Rev (Exp)	3,240,068	2,819,000	-	(2,819,000)	0.00%
Net increase (decrease) in net position	(1,758,408)	185,762	249,786	64,024	
Total net position, beginning of period	(672,932)	(2,431,340)	(2,431,340)		
Prior period adjustment	-	-	-		
Total net position, end of period	(2,431,340)	(2,245,578)	(2,181,554)		
RBNH Expenses Paid by County:					
Employer Share Payroll Taxes	526,681		43,669		
Employer Share IMRF	170,546		10,027		
Worker's Comp & Settlements	NA		NA		
Total other RBNH expenses	697,227	-	53,696	-	-

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

For the Month Ended October 31, 2023 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(1 month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Operating Revenues					
Charges for Services					
Federal Matching Aid	380,387	379,642	36,307		
State Quality Improvement	113,678	44,571	13,658		
State CNA Incentive	24,752				
Medicare	372,563	1,332,703	33,089		
Medicare-contractual allowance	686,603		66,097		
Medicaid	6,420,308	10,313,629	771,490		
Medicaid-contractual allowance	3,543,640		531,545		
Hospice	1,344,895	1,831,885	144,406		
Hospice-contractual allowance	653,873		74,539		
Insurance/Priv Pay	1,978,446	2,000,000	177,987		
Insurance-contractual allowance	(40,565)		3,424		
Ancillary revenue	567,335	599,984	19,212		
Other patient revenue	-		224		
Food charges	12,028	10,000	1,060		
TIF revenue	-	2,398	-		
Souvenir and other	-		-		
Total Charges for Services	16,057,943	16,514,812	1,873,038	(14,641,774)	11.34%
Less: Bad Debt Expense	(2,842,277)	(250,000)	-	250,000	0.00%
	13,215,666	16,264,812	1,873,038	(14,391,774)	11.52%
Other					
Uniform fees	14	-	-		
Stimulus/Grant funds	666,017	-	-		
Donations	53	-	295		
Interest	312	-	4,379		
Other unclassified revenue	38,392	14,319	-		
Total Other	704,788	14,319	4,674	(9,645)	
Total Operating Revenues	13,920,454	16,279,131	1,877,712	(14,401,419)	11.53%

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

For the Month Ended October 31, 2023 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(1 month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Personnel					
Admin & Business Office (70500)					
Regular Salaries	1,058,250	1,015,522	40,173	(975,349)	
Vacation Payouts	1,978	-	-	-	
Part-time Salaries	40,163	62,118	3,579	(58,539)	
Overtime	29,119	30,000	1,742	(28,258)	
Life Insurance	407	546	35	(511)	
IMRF Employer	-	-	-	-	
Health Insurance	89,293	106,674	8,602	(98,072)	
Total Admin & Business Office	1,219,210	1,214,860	54,131	(1,160,729)	4.46%
Activities (71000)					
Regular Salaries	195,202	279,933	19,304	(260,629)	
Vacation Payouts	365	-	-	-	
Part-time Salaries	13,106	-	1,837	1,837	
Overtime	25,485	15,000	2,301	(12,699)	
Life Insurance	224	318	17	(301)	
Health Insurance	50,350	99,167	3,105	(96,062)	
Total Activities	284,732	394,418	26,564	(367,854)	6.73%
Social Services (71500)					
Regular Salaries	173,809	191,126	12,214	(178,912)	
Vacation Payouts	-	-	-	-	
Overtime	5,237	4,522	338	(4,184)	
Life Insurance	220	228	14	(214)	
Health Insurance	61,512	61,512	4,732	(56,780)	
Total Social Services	240,778	257,388	17,298	(240,090)	6.72%
Dietary (72020/72021/72023)					
Regular Salaries	702,042	992,139	55,720	(936,419)	
Vacation Payouts	604	-	-	-	
Part-time Salaries	53,273	60,000	4,428	(55,572)	
Overtime	60,429	65,918	5,076	(60,842)	
Life Insurance	909	1,049	79	(970)	
Health Insurance	139,480	153,663	12,151	(141,512)	
Total Dietary	956,737	1,272,769	77,454	(1,195,315)	6.09%

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(1 month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Daily Services (72500/72530/72532)					
Regular Salaries	2,389,479	3,776,083	232,176	(3,543,907)	
Vacation Payouts	8,440	-	-	-	
Part-time Salaries	192,788	180,005	15,773	(164,232)	
Overtime	944,678	978,500	100,363	(878,137)	
Life Insurance	2,124	2,460	152	(2,308)	
Health Insurance	583,058	563,125	41,568	(521,557)	
Total Daily Services	4,120,567	5,500,173	390,032	(5,110,141)	7.09%
Housekeeping (73000)					
Regular Salaries	297,196	398,049	27,104	(370,945)	
Vacation Payouts	2,743	-	-	-	
Part-time Salaries	2,747	-	1,489	1,489	
Overtime	51,687	45,000	4,402	(40,598)	
Life Insurance	390	455	35	(420)	
Health Insurance	81,074	145,046	3,710	(141,336)	
Total Housekeeping	435,837	588,550	36,740	(551,810)	6.24%
Laundry (73500)					
Regular Salaries	42,955	29,118	2,137	(26,981)	
Overtime	683	-	343		
Life Insurance	37	45	-	(45)	
Health Insurance	3,314	8,735	672	(8,063)	
Total Laundry	46,989	37,898	3,152	(35,089)	8.32%
Nursing Admin (74000)					
Regular Salaries	893,472	972,128	64,940	(907,188)	
Vacation Payouts	692	-	-	-	
Part-time Salaries	43,915	-	3,496		
Overtime	13,877	10,000	-	(10,000)	
Life Insurance	429	500	28	(472)	
Health Insurance	190,826	205,162	12,301	(192,861)	
Total Nursing Admin	1,143,211	1,187,790	80,765	(1,110,521)	6.80%
Change in Pension Estimate	(25,705)				
Change in OPEB Estimate	-				
Total Personnel	8,422,356	10,453,846	686,136	(9,771,549)	6.56%

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

For the Month Ended October 31, 2023 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(1 month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Supplies & Services					
Food & Beverage (42250)	827,858	933,500	106,022		
Medical & Dental Supplies (42260)	554,489	525,500	43,661		
Other Departmental Supplies (42290)	545,632	598,800	37,178		
COVID-19 Related Supplies (42295)	130	-	-		
Consulting (43120-see detail below)	654,834	658,656	20,043		
IDHS Bed Assessments (43952/43953)	277,862	550,000	90,923		
Other Professional Services (43190 see detail below)	4,952,504	2,389,370	467,845		
All Others	2,683,265	1,852,116	176,118		
	<u>10,496,574</u>	<u>7,507,942</u>	<u>941,790</u>	<u>(6,566,152)</u>	<u>12.54%</u>
 <u>Consulting (43120)</u>					
Administration (70500)	67,513	56,000	2,800		
Activity Consulting (71000)	2,860	3,456	288		
Social Svc Consulting (71500)	840	1,800	-		
Dietary Consulting (72000)	35,952	47,000	4,243		
Medical Records Consulting (72500)	4,129	-	2,065		
Therapy/Rehab (72533:72535)	522,515	530,000	7,122		
Medical Director (72539)	17,400	17,400	2,900		
Pastoral Care (72540)	3,625	3,750	625		
Nursing Admin (74000)		50,000	-		
	<u>654,834</u>	<u>709,406</u>	<u>20,043</u>	<u>(689,363)</u>	<u>2.83%</u>
 <u>Other Professional Services (43190)</u>					
Activities (71000)	5,420	7,000	1,450		
Baker Tilly (70500)	37,630	-	-		
Nursing Temps (72500)	4,901,013	2,000,000	466,290		
Other	8,441	20,000	105		
	<u>4,952,504</u>	<u>2,027,000</u>	<u>467,845</u>	<u>(1,559,155)</u>	<u>23.08%</u>

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

For the Month Ended October 31, 2023 (Unaudited)

	FY 2023 Actual (Unaudited)	FY 2024 Actual (12-Month)	Variance with Prior Year Over (Under)
Current assets			
Cash and investments	-	-	-
Receivables, net property taxes	68,777	25,690	(43,087)
Receivables, net patient	2,697,112	2,942,055	244,943
Receivable from other governments	-	-	-
Inventory	133,405	133,405	-
Total current assets	2,899,294	3,101,150	201,856
Noncurrent assets			
Restricted cash and investments	85,510	84,588	(922)
Restricted net pension asset	69,864	69,864	-
Capital assets not being depreciated	645,548	645,548	-
Capital assets being depreciated, net	2,614,493	2,614,493	-
Total noncurrent assets	3,415,415	3,414,493	(922)
Total assets	6,314,709	6,515,643	200,934
Deferred outflows of resources			
Other post-employment benefit items	97,442	97,442	-
Pension items-IMRF	3,473,892	3,473,892	-
Total deferred outflows of resources	3,571,334	3,571,334	-
Total asset and deferred outflows of resources	9,886,043	10,086,977	200,934
Current liabilities			
Accounts payable	2,894,157	2,628,642	(265,515)
Accrued payroll	288,364	288,364	-
Payable to other governments	166,010	116,368	(49,642)
Total current liabilities	3,348,531	3,033,374	(315,157)
Noncurrent liabilities			
Compensated absences	212,410	212,410	-
Advances from other funds	8,015,237	8,282,542	267,305
Net pension liability	-	-	-
Other post-employment benefit obligation	598,938	598,938	-
Total noncurrent liabilities	8,826,585	9,093,890	267,305
Total liabilities	12,175,116	12,127,264	(47,852)
Deferred inflows of resources			
Property taxes levied for next period	-	-	-
Other post-employment benefit items	142,267	142,267	-
Pension items - IMRF	-	-	-
Total deferred inflows of resources	142,267	142,267	-
Total liabilities and deferred inflows of resources	12,317,383	12,269,531	(47,852)
Net position			
Net investment in capital assets	3,260,041	3,260,041	-
Restricted for net pension asset	(4,688,139)	(4,688,139)	-
Restricted for patient funds-expendable	85,510	84,588	(922)
Unrestricted	(1,088,752)	(838,044)	250,708
Total net position	(2,431,340)	(2,181,554)	249,786
Total liabilities, deferred inflows and net position	9,886,043	10,087,977	201,934