

# RIVER BLUFF BOARD OF DIRECTORS AGENDA

**Called by:** Frank Perrecone, Chairman

**DATE:** Tuesday, April 16, 2024

**TIME:** 3:00 PM

**Members:** Trent Brass, Jim Knutson,  
John Butitta, Jay Ferraro, Teresa  
Gobeli, Bernice Marinelli, Bob  
Nieman, 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 March 19, 2024 minutes
- D. Public Comment – This is the time we invite the public to address the River Bluff 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 – Northern Illinois Community Foundation Report (Dan Ross, Executive Director)
- F. Discussion Item – Administrators Report (Laura Schaffer)
  - 1. Census
  - 2. HMO Status
- G. Discussion Item – Financial Report (Steve Schultz and Mary Ann Wigtion)
  - 1. Financial Statements (see attachment)
- H. Other Matters
- I. Adjournment

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

Tuesday, March 19, 2024  
3:00 PM

**Present:**

Jim Knutson, **Chairperson**  
Frank Perrecone, **Vice Chairperson**  
Trent Brass  
John Butitta (left after approval of minutes)  
Tim Delany  
Bernice Marinelli (via Telephone)  
Bob Nieman

**Others Present:**

Patrick Thompson, Winnebago County Administrator  
Steve Schultz, Winnebago County Chief Financial Officer  
Laura Schaffer, Administrator, River Bluff Health & Rehabilitation  
Mary Ann Wigton, Office Manager, River Bluff Health & Rehabilitation  
Laura Doise, Marketing, River Bluff Health & Rehabilitation  
Thim Harris, Admission Specialist, River Bluff Health & Rehabilitation

**Absent:**

Jay Ferraro  
Teresa Gobeli

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of February 20, 2024 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
  3. Annual IDPH Survey Summary
  4. Referrals/Denials
- F. Discussion Item – Financial Report (Steve Schultz and Mary Ann Wigton)
  1. Financial Statements (see attachment)
- G. Election of New Officers – Chairperson and Vice-Chairperson
- H. Other Matters
- I. 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, John Butitta yes, Tim Delany yes, Bob Nieman yes, Trent Brass yes, Bernice Marinelli yes, via Telephone.

A quorum is present.

Chairperson Knutson called for a motion to include board member Bernice Marinelli in the meeting via Telephone.

Motion: Mr. Butitta. Second: Atty. Perrecone.

Motion passed by unanimous voice vote.

Bernice Marinelli was welcomed to the board meeting.

## **Election of New Officers – Chairperson and Vice-Chairperson**

Motion: Mr. Butitta made the motion to nominate Frank Perrecone, Vice-Chairperson to the position of Chairperson and Trent Brass to the position of Vice-Chairperson. Second: Mr. Nieman.

Chairperson Knutson called for any discussion.

- Discussion followed.

Mr. Butitta thanked Chairperson Knutson for his service as Chairperson. Mr. Thompson conveyed Chairman Chiarelli's, as well as the entire County Board's appreciation for Chairperson Knutson's leadership this past year.

The River Bluff Board unanimously passed the motion to elect Frank Perrecone, Vice-Chairperson as Chairperson. Vice Chairperson Frank Perrecone abstained.

The River Bluff Board unanimously passed the motion to elect Trent Brass as Vice-Chairperson.

## **River Bluff Transportation**

Mr. Butitta gave an update on availability of transportation for River Bluff residents. Mr. Butitta reported Chairman Chiarelli contacted Para Transit who advised services are available. Service can be unreliable based on River Bluff's previous history with Para Transit. Mr. Butitta advised River Bluff's vehicle could be utilized short term. A suburban rural transit program is being initiated by the County that may be contracted for Winnebago County and possibly utilized by River Bluff beginning in 2025.

- Discussion followed.

## **Approval of February 20, 2024 Minutes**

Motion: Mr. Knutson. Second: Mr. Nieman.

Chairperson Perrecone called for any discussion, corrections or additions.

Motion passed by unanimous voice vote.

## **Public Comment**

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

## **Discussion Item – Administrators Report (Laura Schaffer)**

### 1. Census

The census was 143 in February 2024 current census is 142, 115 Medicaid, 19 Private Pay, 8 Medicare A, 24 of those are Hospice.

### 2. HMO Status

UHC started March 1, 2024, Aetna is in credentialing, still waiting for the BlueCross/BlueShield contract.

3. Annual IDPH Survey Summary  
IDPH was on site for the unannounced Compliance and Licensing Annual Survey, March 5-7, 2024. Overall, the survey was successful and IDPH was very positive in their comments on improvements. The Life Safety and Emergency Preparedness Survey is expected within the next week as part of the Survey.
4. MDS  
Ms. Schaffer shared the updated MDS reports and reviewed with board members.
5. Medicaid Reimbursement  
The Medicaid Reimbursement comparison was shared with board members.
6. Referrals/Denials  
Ms. Schaffer shared admits for the month, other details and directed board members to the report.
7. Call Light System  
A quote was received for an upgrade after products were demonstrated. Ms. Schaffer is working with Purchasing on the bids.
8. Staffing  
A report was given on staffing needs, current staffing and position control. A Job Fair was held March 6, 2024 with 7 new hires. The turnover rate remains low.
9. Culture  
An Employee of the Month Recognition program started in March. There was a great turnout for the Easter Egg Hunt held Saturday, March 16, 2024. April 10, 2024, from 10-2 pm, a Spring Fling Open House event is scheduled.

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

1. Financial Statements (see attachment)  
Mr. Schultz directed the Board to the FY 2024 4-Month Actual in the Financial report and reviewed other components of the report.
  - Discussion followed.

#### **Other Matters**

- Dan Ross, Executive Director, Community Foundation – Creation of 501c3 Foundation

#### **Adjournment**

Chairperson Perrecone called for a motion to adjourn the meeting.

Motion: Mr. Nieman. Second: Mr. Brass.

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 February 29, 2024 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(5-Month)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 41.7%)</i>
<b>Operating Revenues</b>					
Charges for Services, net of bad debt exp	12,447,650	16,264,812	7,756,186		
Intergovernmental charges for services	666,031	-	-		
Other	38,757	14,319	13,588		
<b>Total Operating Revenues</b>	<b>13,152,438</b>	<b>16,279,131</b>	<b>7,769,774</b>	<b>(8,509,357)</b>	<b>47.73%</b>
<b>Operating Expenses</b>					
Personnel	8,476,475	10,453,846	4,238,637	(6,215,209)	40.55%
Supplies and services	10,496,587	7,507,942	3,842,787	(3,665,155)	51.18%
Depreciation	331,690	355,000	-	(355,000)	0.00%
Capital Outlay	-	595,581	-	(595,581)	0.00%
<b>Total Operating Expenses</b>	<b>19,304,752</b>	<b>18,912,369</b>	<b>8,081,424</b>	<b>(10,830,945)</b>	<b>42.73%</b>
<b>Operating income (loss)</b>	<b>(6,152,314)</b>	<b>(2,633,238)</b>	<b>(311,650)</b>	<b>2,321,588</b>	
<b>Non-Operating Revenues(Expenses)</b>					
Property Taxes	1,877,661	2,819,000	5,212	(2,813,788)	0.18%
Transfer from Other Funds	1,337,000	-	-	-	NA
<b>Total Non-Operating Rev (Exp)</b>	<b>3,214,661</b>	<b>2,819,000</b>	<b>5,212</b>	<b>(2,813,788)</b>	<b>0.18%</b>
<b>Net increase (decrease) in net position</b>	<b>(2,937,653)</b>	<b>185,762</b>	<b>(306,438)</b>	<b>(492,200)</b>	
Total net position, beginning of period	(672,932)		(3,610,585)		
Prior period adjustment	-	-	-		
<b>Total net position, end of period</b>	<b>(3,610,585)</b>		<b>(3,917,023)</b>		
<b>RBNH Expenses Paid by County:</b>					
Employer Share Payroll Taxes	526,681		274,428		
Employer Share IMRF	170,546		66,014		
Worker's Comp & Settlements	NA		NA		
<b>Total other RBNH expenses</b>	<b>697,227</b>	<b>-</b>	<b>340,442</b>	<b>-</b>	<b>-</b>

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

For the Month Ended February 29, 2024 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(5-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 41.7%)</i>
<b>Operating Revenues</b>					
Charges for Services					
Federal Matching Aid	-	379,642	-		
State Quality Improvement	113,678	44,571	34,496		
State CNA Incentive	24,752	-	18,384		
Medicare	372,563	1,332,703	218,739		
Medicare-contractual allowance	686,603		345,221		
Medicaid	6,420,308	10,313,629	3,118,818		
Medicaid-contractual allowance	3,543,640		1,909,300		
Hospice	1,344,895	1,831,885	786,484		
Hospice-contractual allowance	653,873		447,107		
Insurance/Priv Pay	1,978,446	2,000,000	680,937		
Insurance-contractual allowance	(40,565)		16,272		
Ancillary revenue	567,335	599,984	175,508		
Other patient revenue	-		592		
Food charges	12,028	10,000	4,328		
TIF revenue	-	2,398	-		
Souvenir and other	-		-		
<b>Total Charges for Services</b>	<b>15,677,556</b>	<b>16,514,812</b>	<b>7,756,186</b>	<b>(8,758,626)</b>	<b>46.97%</b>
Less: Bad Debt Expense	(3,229,906)	(250,000)	-	250,000	0.00%
	<b>12,447,650</b>	<b>16,264,812</b>	<b>7,756,186</b>	<b>(8,508,626)</b>	<b>47.69%</b>
Other					
Uniform fees	14	-	-		
Stimulus/Grant funds	666,017	-	-		
Donations	53	-	1,242		
Interest	312	-	4,372		
Other unclassified revenue	38,392	14,319	7,974		
<b>Total Other</b>	<b>704,788</b>	<b>14,319</b>	<b>13,588</b>	<b>(731)</b>	<b>94.89%</b>
<b>Total Operating Revenues</b>	<b>13,152,438</b>	<b>16,279,131</b>	<b>7,769,774</b>	<b>(8,509,357)</b>	<b>47.73%</b>

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

For the Month Ended February 29, 2024 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(5-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 41.7%)</i>
<b>Personnel</b>					
Admin & Business Office (70500)					
Regular Salaries	1,058,250	1,015,522	235,532	(779,990)	
Vacation Payouts	1,978	-	-	-	
Part-time Salaries	40,163	62,118	19,821	(42,297)	
Overtime	29,119	30,000	9,742	(20,258)	
Life Insurance	407	546	196	(350)	
Health Insurance	89,293	106,674	48,666	(58,008)	
<b>Total Admin &amp; Business Office</b>	<b>1,219,210</b>	<b>1,214,860</b>	<b>313,957</b>	<b>(900,903)</b>	<b>25.84%</b>
Activities (71000)					
Regular Salaries	195,202	279,933	100,578	(179,355)	
Vacation Payouts	365	-	-	-	
Part-time Salaries	13,106	-	10,873	10,873	
Overtime	25,485	15,000	15,287	287	
Life Insurance	224	318	115	(203)	
Health Insurance	50,350	99,167	16,147	(83,020)	
<b>Total Activities</b>	<b>284,732</b>	<b>394,418</b>	<b>143,000</b>	<b>(251,418)</b>	<b>36.26%</b>
Social Services (71500)					
Regular Salaries	173,809	191,126	68,660	(122,466)	
Vacation Payouts	-	-	-	-	
Overtime	5,237	4,522	3,293	(1,229)	
Life Insurance	220	228	77	(151)	
Health Insurance	61,512	61,512	25,322	(36,190)	
<b>Total Social Services</b>	<b>240,778</b>	<b>257,388</b>	<b>97,352</b>	<b>(160,036)</b>	<b>37.82%</b>
Dietary (72020/72021/72023)					
Regular Salaries	702,042	992,139	320,714	(671,425)	
Vacation Payouts	604	-	-	-	
Part-time Salaries	53,273	60,000	18,575	(41,425)	
Overtime	60,429	65,918	37,897	(28,021)	
Life Insurance	909	1,049	432	(617)	
Health Insurance	139,480	153,663	62,621	(91,042)	
<b>Total Dietary</b>	<b>956,737</b>	<b>1,272,769</b>	<b>440,239</b>	<b>(832,530)</b>	<b>34.59%</b>

	<b>FY 2023 Actual</b> <i>(Unaudited)</i>	<b>FY 2024 Revised</b> <b>Annual Budget</b>	<b>FY 2024 Actual</b> <i>(5-Month)</i>	<b>Variance with Budget</b> <i>Over (Under)</i>	<b>% of Budget</b> <i>(Target 41.7%)</i>
Daily Services (72500/72530/72532)					
Regular Salaries	2,389,479	3,776,083	1,456,962	(2,319,121)	
Vacation Payouts	8,440	-	-	-	
Part-time Salaries	192,788	180,005	197,717	17,712	
Overtime	944,678	978,500	633,904	(344,596)	
Life Insurance	2,124	2,460	995	(1,465)	
Health Insurance	583,058	563,125	254,076	(309,049)	
<b>Total Daily Services</b>	<b>4,120,567</b>	<b>5,500,173</b>	<b>2,543,654</b>	<b>(2,956,519)</b>	<b>46.25%</b>
Housekeeping (73000)					
Regular Salaries	297,196	398,049	148,772	(249,277)	
Vacation Payouts	2,743	-	-	-	
Part-time Salaries	2,747	-	7,770	7,770	
Overtime	51,687	45,000	27,037	(17,963)	
Life Insurance	390	455	210	(245)	
Health Insurance	81,074	145,046	24,091	(120,955)	
<b>Total Housekeeping</b>	<b>435,837</b>	<b>588,550</b>	<b>207,880</b>	<b>(380,670)</b>	<b>35.32%</b>
Laundry (73500)					
Regular Salaries	42,955	29,118	18,353	(10,765)	
Overtime	683	-	2,613	2,613	
Life Insurance	37	45	5	(40)	
Health Insurance	3,314	8,735	3,796	(4,939)	
<b>Total Laundry</b>	<b>46,989</b>	<b>37,898</b>	<b>24,767</b>	<b>(15,744)</b>	<b>65.35%</b>
Nursing Admin (74000)					
Regular Salaries	893,472	972,128	378,185	(593,943)	
Vacation Payouts	692	-	-	-	
Part-time Salaries	43,915	-	19,165	19,165	
Overtime	13,877	10,000	-	(10,000)	
Life Insurance	429	500	156	(344)	
Health Insurance	190,826	205,162	70,282	(134,880)	
<b>Total Nursing Admin</b>	<b>1,143,211</b>	<b>1,187,790</b>	<b>467,788</b>	<b>(739,167)</b>	<b>39.38%</b>
Change in Pension Estimate	(25,705)				
Change in OPEB Estimate	54,119				
<b>Total Personnel</b>	<b>8,476,475</b>	<b>10,453,846</b>	<b>4,238,637</b>	<b>(6,236,987)</b>	<b>40.55%</b>



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

For the Month Ended February 29, 2024 (Unaudited)

	FY 2023 Actual <i>(Unaudited)</i>	FY 2024 Revised Annual Budget	FY 2024 Actual <i>(5-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 41.7%)</i>
<b>Supplies &amp; Services</b>					
Food & Beverage (42250)	827,858	933,500	396,480		
Medical & Dental Supplies (42260)	554,489	525,500	202,535		
Other Departmental Supplies (42290)	545,919	598,800	151,662		
COVID-19 Related Supplies (42295)	130	-	-		
Consulting (43120-see detail below)	654,834	658,656	286,828		
IDHS Bed Assessments (43952/43953)	277,862	550,000	236,631		
Other Professional Services (43190 see detail below)	4,952,504	2,027,000	1,767,055		
All Others	2,682,991	2,214,486	801,596		
	<u>10,496,587</u>	<u>7,507,942</u>	<u>3,842,787</u>	<u>(3,665,155)</u>	<u>51.18%</u>
 <b><u>Consulting (43120)</u></b>					
Administration (70500)	67,513	56,000	21,523		
Activity Consulting (71000)	2,860	3,456	1,180		
Social Svc Consulting (71500)	840	1,800	512		
Dietary Consulting (72000)	35,952	47,000	15,679		
Medical Records Consulting (72500)	4,129	-	-		
Therapy/Rehab (72533:72535)	522,515	530,000	237,609		
Medical Director (72539)	17,400	17,400	8,700		
Pastoral Care (72540)	3,625	3,750	1,625		
Nursing Admin (74000)		50,000	-		
	<u>654,834</u>	<u>709,406</u>	<u>286,828</u>	<u>(422,578)</u>	<u>40.43%</u>
 <b><u>Other Professional Services (43190)</u></b>					
Activities (71000)	5,420	7,000	2,800		
Baker Tilly (70500)	37,630	-	-		
Nursing Temps (72500)	4,901,013	2,000,000	1,763,049		
Other	8,441	20,000	1,206		
	<u>4,952,504</u>	<u>2,027,000</u>	<u>1,767,055</u>	<u>(259,945)</u>	<u>87.18%</u>

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

For the Month Ended February 29, 2024 (Unaudited)

	FY 2023 Actual (Unaudited)	FY 2024 Actual	Variance with Prior Year Over (Under)
<b>Current assets</b>			
Cash and investments	-	-	-
Receivables, net property taxes	2,863,739	2,790,810	(72,929)
Receivables, net patient	1,929,095	3,476,369	1,547,274
Receivable from other governments	2,770	2,770	-
Inventory	133,405	133,405	-
<b>Total current assets</b>	<b>4,929,009</b>	<b>6,403,354</b>	<b>1,474,345</b>
<b>Noncurrent assets</b>			
Restricted cash and investments	85,510	119,350	33,840
Restricted net pension asset	69,864	69,864	-
Capital assets not being depreciated	645,548	645,548	-
Capital assets being depreciated, net	2,282,803	2,282,803	-
<b>Total noncurrent assets</b>	<b>3,083,725</b>	<b>3,117,565</b>	<b>33,840</b>
<b>Total assets</b>	<b>8,012,734</b>	<b>9,520,919</b>	<b>1,508,185</b>
<b>Deferred outflows of resources</b>			
Other post-employment benefit items	82,287	82,287	-
Pension items-IMRF	3,650,741	3,650,741	-
<b>Total deferred outflows of resources</b>	<b>3,733,028</b>	<b>3,733,028</b>	<b>-</b>
<b>Total asset and deferred outflows of resources</b>	<b>11,745,762</b>	<b>13,253,947</b>	<b>1,508,185</b>
<b>Current liabilities</b>			
Accounts payable	2,896,941	2,738,051	(158,890)
Accrued payroll	288,364	288,364	-
Payable to other governments	166,010	51,126	(114,884)
Other deferred revenue	-	2,770	2,770
<b>Total current liabilities</b>	<b>3,351,315</b>	<b>3,080,311</b>	<b>(271,004)</b>
<b>Noncurrent liabilities</b>			
Compensated absences	212,410	212,410	-
Advances from other funds	8,015,237	10,100,863	2,085,626
Net pension liability	-	-	-
Other post-employment benefit obligation	645,763	645,763	-
<b>Total noncurrent liabilities</b>	<b>8,873,410</b>	<b>10,959,036</b>	<b>2,085,626</b>
<b>Total liabilities</b>	<b>12,224,725</b>	<b>14,039,347</b>	<b>1,814,622</b>
<b>Deferred inflows of resources</b>			
Property taxes levied for next period	2,820,368	2,820,368	-
Other post-employment benefit items	134,406	134,406	-
Pension items - IMRF	176,849	176,849	-
<b>Total deferred inflows of resources</b>	<b>3,131,623</b>	<b>3,131,623</b>	<b>-</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>15,356,348</b>	<b>17,170,970</b>	<b>1,814,622</b>
<b>Net position</b>			
Net investment in capital assets	2,928,351	2,928,351	-
Restricted for net pension asset	69,864	69,864	-
Restricted for patient funds-expendable	85,510	119,350	33,840
Unrestricted	(6,694,311)	(7,034,588)	(340,277)
<b>Total net position</b>	<b>(3,610,586)</b>	<b>(3,917,023)</b>	<b>(306,437)</b>
<b>Total liabilities, deferred inflows and net position</b>	<b>11,745,762</b>	<b>13,253,947</b>	<b>1,508,185</b>