

Winnebago County Board
River Bluff Board of Directors Meeting
County Administration Building
404 Elm Street, Room 303
Rockford, IL 61101

Tuesday, March 21, 2023
2:00 PM

Present:

Jim Knutson, **Chairperson**
Frank Perrecone, **Vice Chairperson**
Trent Brass
John Butitta
Jay Ferraro
Teresa Gobeli
Bernice Marinelli
Steve Schultz

Others Present:

Joseph Chiarelli, County Board Chairman
Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Laura Schaffer, Asst. Administrator, River Bluff Nursing Home
Pat McDiarmid, Administrator, River Bluff Nursing Home
Karen Elyea, Sr. Executive Administrative Assistant

Absent:

Bob Nieman

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Introductions of RBNH Board of Directors and County Staff
- E. Election of Officers – Chairperson and Vice-Chairperson
- F. Approval of Bylaws
- G. Review of Open Meetings Act and Statement of Economic Interests
- H. Establish Time, Date and Location of Future Meetings
- I. Presentation on Baker-Tilly Audit Report
- J. Other Matters
- K. Adjournment

Introductions of RBNH Board of Directors and County Staff

County Board Chairman Chiarelli welcomed the new board and stated the Winnebago County Board approved the creation of the new board with the goal for the board to provide more oversight of business operations to become economically viable and achieve long term success. The board is tasked to oversee business practices and identifying ways to improve productivity operationally and financially. County Board Chairman Chiarelli and staff are confident the board has the expertise to reach these goals and extended an invitation to board members to contact his office or the Board office for assistance.

County Board Chairman Chiarelli called on board members to introduce themselves and share their background experience and interest in being part of the River Bluff Board of Directors.

Chairman Chiarelli asked others in attendance to introduce themselves and share their background experience.

Call to Order

County Board Chairman Chiarelli called the meeting to order at 2:26 PM.

Roll Call

County Board Chairman Chiarelli asked his assistant, Ms. Elyea to take the roll call. Trent Brass yes, John Butitta yes, Jay Ferraro yes, Teresa Gobeli yes, Jim Knutson yes, Bernice Marinelli yes, Frank Perrecone yes, Steve Schultz yes.

Public Comment

Chairman Chiarelli omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Election of Officers – Chairperson and Vice-Chairperson

Motion: Mr. Butitta nominated Mr. Knutson as Chairperson of the River Bluff Board of Directors and Mr. Perrecone as Vice Chairperson of the River Bluff Board of Directors.

Second: Mr. Schultz and Mr. Ferraro.

- County Board Chairman Chiarelli called for discussion on the election of officers.
- Mr. Butitta shared details for his nominations.

Motion passed with unanimous voice vote.

Approval of Bylaws

Chairperson Knutson called for a motion to approve the Bylaws.

Motion: Mr. Butitta., Second: Ms. Vaughn.

Mr. Perrecone motioned for a change in the Bylaws under Article VII, QUALITY OF NURSING & RELATED SERVICES, Section 2. ACCOUNTABILITY TO RBNH BOARD, Page 7., Paragraph 1., to read “The RBNH staff shall conduct and be accountable to the Administrators of River Bluff Nursing Home for conducting activities that contribute to the preservation and improvement of the quality and efficiency of resident care provided in RBNH.”

Ms. Vaughn reported on previous corrections related to Article III, OPERATING AUTHORITY, Section 2. NUMBER AND QUALIFICATION, “The RBNH Board shall consist of nine (9) persons. Also, the correction to the last sentence, “At least one (1) Director shall be a member of the Winnebago County Board.”

Mr. Schultz mentioned Article VII, QUALITY OF NURSING & RELATED SERVICES, Section 1. RBNH BOARD’S RESPONSIBILITY AND AUTHORITY, that it should be reviewed at a later date. Mr. Schultz stated the responsibilities are more detailed than previously seen for a board member.

Discussion took place on changing the name of the facility to incorporate the rehabilitation component as “River Bluff Nursing and Rehabilitation Center.”

- Discussion followed.

Motion: Mr. Perrecone., Second: Mr. Schultz.

- Discussion followed on renaming the facility and rebranding.

Mr. Perrecone withdrew the motion.

- Discussion followed on regulations.

Chairperson Knutson called for a vote to approve the Bylaws reflecting the amended changes to the Bylaws.

Motion passed with unanimous voice vote.

Review of Open Meetings Act and Statement of Economic Interests

- Open Meeting Act - Ms. Vaughn gave an overview of the Open Meetings Act and the Board's compliance requirement to complete OMA training through the Public Access Counselor (PAC) site and provide certification to the County Board office.
- Statement of Economic Interests – Ms. Vaughn advised board members are required to complete and file a Statement of Economic Interests annually.

Establish Time, Date and Location of Future Meetings

Mr. Butitta suggested holding the next meeting on April 18, 2023 at 3:00 pm at River Bluff to tour the facility and hold a business meeting if necessary. Agenda to be developed within the next four weeks.

- Discussion followed.

Motion: Mr. Butitta made a motion to hold meetings on the third Tuesday of each month at 3:00 pm. Second: Motion was seconded.

Motion passed with unanimous voice vote.

- Discussion followed to amend the motion regarding meeting locations.

Motion: Mr. Butitta made a motion to amend the original motion to determine meeting locations at a future date.

Amended Motion passed with unanimous voice vote.

Presentation on Baker-Tilly Audit Report

Mr. Rickert reviewed a report on the financials for River Bluff Nursing Home and the Baker-Tilly Audit findings, recommendations and how they interact with River Bluff Nursing Home.

- Discussion followed.

Other Matters

- A Facility Assessment Tool was distributed to the committee to review.

Adjournment

Chairperson Knutson called for a motion to adjourn.

Motion: Mr. Butitta., Second: Mr. Schultz.

Motion passed with unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant