

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

Tuesday, December 19, 2023
3:00 PM

Present:

Jim Knutson, **Chairperson**
Frank Perrecone, **Vice Chairperson**
Trent Brass
Tim Delany
Jay Ferraro
Bob Nieman

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Laura Schaffer, Administrator, River Bluff Health & Rehabilitation
Mary Ann Wigtion, Office Manager, River Bluff Health & Rehabilitation
Shelly Hutcheson, Nursing, River Bluff Health & Rehabilitation

Absent:

John Butitta
Teresa Gobeli
Bernice Marinelli

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 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 – Financial Report (Steve Schultz and Mary Ann Wigtion)
 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, Trent Brass yes, Bob Nieman yes, Jay Ferraro yes, Tim Delany yes, Frank Perrecone yes (arrived 3:05 pm).

Approval of November 21, 2023 Minutes

Motion: Mr. Nieman. Second: Mr. Delany.

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

The census for the month of November 2023 was reviewed. All referrals for admissions were from the hospital, community or other facilities.

2. HMO Status

The Humana contract became effective as of today, December 19, 2023. The United Healthcare contract will be effective March 1, 2024.

3. Activities

There are a lot of activities on a daily basis during the month of December, including entertainers, a holiday party and gift giving for all residents.

4. Therapy and Restorative

A report of residents receiving physical and occupational therapy was given. A report on other activities for skilled therapy and health and fitness was given. There were 217 individual programs for the month of November, up 26 from the previous month.

5. IDPH

No IDPH complaint surveys for the month and no reportable incidents to IDPH for the month.

6. Quality

Statistics were provided for quality measurements. No major injuries reported.

7. Advantage Plans

Currently there are 21 residents with the Humana Advantage Plan, 4 with UHC, 8 with Aetna and 1 with BlueCross BlueShield.

8. Staffing and Position Control

Management education was provided on FTE's and appropriate staffing ratios and position control. Staffing reviews are held daily. A monthly meeting is held with the Director of Nursing regarding agency usage and looking at individual costs on a monthly basis. Active recruiting is ongoing with the evening shift being the most difficult to fill. A full time Human Resource staff will be on site beginning January 2024. Ms. Schaffer attended a Job Fair at River Crossing before they permanently closed and recruited a number of candidates for open positions. Additional candidates were hired in the month of November for open positions.

9. Referral Process

The referral process was reviewed with board members.

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

1. Updated Financial Statements (see attachment)

Mr. Schultz directed the Board to the Summary Page and the Financial Report and discussed financials through November 2023. Processes and procedures were discussed. The focus was looking forward to 2024 performance.

- Discussion followed.
- A report of employees hired at River Bluff through Winnebago County versus outside agencies will be provided.

Discussion followed on recruiting employees graduating from area colleges. A contract was signed with Rock Valley College to do clinicals beginning in 2024.

Other Matters

- Remote Meetings -A Zoom link for the January 2024 meeting was created and sent for those unable to attend in person. A Zoom link will be sent for the February 2024 meeting after the January 2024 meeting. The January and February meetings will be held in the County Administration Building, 404 Elm Street, 5th Floor, Room 510 at 3 pm.

Adjournment

Chairperson Knutson 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