

RIVER BLUFF BOARD OF DIRECTORS AGENDA

Called by: Frank Perrecone, Chairman

DATE: Tuesday, October 15, 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 September 17, 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 – Administrators Report (Laura Schaffer)
 1. Census
 2. HMO Status
- F. Discussion Item – Financial Report (Steve Schultz)
 1. Financial Statements (see attachment)
- G. Closed Session to Discuss Personnel Matters (5 ILCS 120/2 (c)(1))
- 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, September 17, 2024
3:00 PM

Present:

Frank Perrecone, **Chairperson**
Trent Brass, Vice Chairperson
John Butitta
Jay Ferraro
Teresa Gobeli
Jim Knutson (arrived at 3:10 p.m.)
Bernice Marinelli
Bob Nieman

Others Present:

Patrick Thompson, Winnebago County Administrator
Steve Schultz, Winnebago County Chief Financial Officer
Laura Schaffer, Administrator, River Bluff Health &
Rehabilitation
Maggie Lewis, Human Resources Representative

Absent:

Tim Delany

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of August 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 acknowledgment 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)
 1. Financial Statements (see attachment)
- G. Endowment Fund Agreement between the Community Foundation of Northern Illinois, Inc. and River Bluff
- H. Other Matters
- I. Adjournment

Call to Order

Chairperson Perrecone called the River Bluff Board of Directors meeting to order at 3:00 p.m.

Roll Call

Chairperson Perrecone yes, Mr. Brass yes, Mr. Knutson yes (arrived at 3:10 p.m.), Mr. Butitta yes, Mr. Ferraro yes, Ms. Gobeli yes, Ms. Marinelli yes, Mr. Nieman yes.

A quorum is present.

Approval of August 20, 2024 Minutes

Chairperson Perrecone called for a motion to approve the August 20, 2024 minutes.

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

Chairperson Perrecone called for any discussion, corrections, or additions.

The motion passed by a unanimous voice vote.

Public Comment

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

Mr. Knutson arrived at 3:10 p.m.

Discussion Item – Administrators Report (Laura Schaffer)

Ms. Schaffer reviewed the Administrator's Report.

Ms. Lewis reported on the nursing staff hired and the openings left to fill in other departments. The Business Office Manager position will be posted at the end of the week. The total number of employees is 224 with 26 new hires last month.

Ms. Schaffer reviewed other highlights of the Administrator's report.

Census

The average daily census for August was 151. There were 41 referrals. Admissions accepted 28 of the 41 referrals, and 9 were denied. There were 17 admissions for August. Lost referrals were reviewed.

- Discussion followed.

Ms. Schaffer has been tasked with presenting a proposal at the October meeting regarding the private pay rate compared to the Medicaid and Medicare reimbursement rates and changing the differential between the semi-private and private rates. Ms. Schaffer is asked to provide the rationale for the proposed rate.

Monthly Operations

Ms. Schaffer gave an update on activities and meetings in August and upcoming meetings. Clinical and Administrative policy reviews, revisions, contract reviews, and renewals are underway. Job descriptions are also under review.

The MDS Reimbursement handout was reviewed with board members.

Chairperson Perrecone called for any questions regarding the administrator's report.

Discussion Item – Financial Report (Steve Schultz)

1. Financial Statements (see attachment)

Mr. Schultz reviewed the Budget for the month ended July 31, 2024.

- Discussion followed.

Mr. Schultz called for questions or comments.

- Discussion followed.

Chairperson Perrecone called for any other questions or comments.

Endowment Fund Agreement between the Community Foundation of Northern Illinois, Inc. and River Bluff

The board reviewed the proposed Agreement with the Community Foundation. The Agreement will be forwarded to the State's Attorney's office for review.

- Discussion followed.

Chairperson Perrecone called for any other questions or comments

Other Matters

- October - Laura Schaffer Compensation Review in Closed Session.
- November – Laura Schaffer Report and Presentation to Winnebago County Board.
- Chairperson Perrecone conveyed to the Board the appreciation he received from families who had family members in the care of staff and the treatment provided during their stay at River Bluff. Ms. Schaffer will share this with the staff.

Adjournment

Chairperson Perrecone called for a motion to adjourn the meeting.

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

The motion passed by a unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Executive 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 August 31, 2024 (Unaudited)

| | FY 2023 Actual <i>(Audited)</i> | FY 2024 Revised Annual Budget | FY 2024 Actual <i>(11-Month)</i> | Variance with Budget Over (Under) | % of Budget <i>(Target 91.7%)</i> |
|--|------------------------------------|-------------------------------------|--|---|---|
| Operating Revenues | | | | | |
| Intergovernmental | 804,447 | 426,611 | 522,448 | | |
| Charges for Services, net of bad debt exp | 12,309,220 | 15,838,201 | 16,377,648 | | |
| Other | 38,771 | 14,319 | 17,494 | | |
| Total Operating Revenues | 13,152,438 | 16,279,131 | 16,917,590 | 638,459 | 103.92% |
| Operating Expenses | | | | | |
| Personnel | 8,476,475 | 10,453,846 | 10,103,830 | (350,016) | 96.65% |
| Supplies and services | 10,496,587 | 7,507,942 | 7,631,983 | 124,041 | 101.65% |
| Depreciation | 331,690 | 355,000 | - | (355,000) | 0.00% |
| Capital Outlay | - | 595,581 | 20,524 | (575,057) | 0.00% |
| Total Operating Expenses | 19,304,752 | 18,912,369 | 17,756,337 | (1,156,032) | 93.89% |
| Operating income (loss) | (6,152,314) | (2,633,238) | (838,747) | 1,794,491 | |
| Non-Operating Revenues(Expenses) | | | | | |
| Property Taxes | 1,877,661 | 2,819,000 | 2,132,110 | (686,890) | 75.63% |
| Transfer from Other Funds | 1,337,000 | - | - | - | NA |
| Total Non-Operating Rev (Exp) | 3,214,661 | 2,819,000 | 2,132,110 | (686,890) | 75.63% |
| Net increase (decrease) in net position | (2,937,653) | 185,762 | 1,293,363 | 1,107,601 | |
| Total net position, beginning of period | (672,932) | | (3,610,585) | | |
| Prior period adjustment | - | - | - | | |
| Total net position, end of period | (3,610,585) | | (2,317,222) | | |
| RBNH Expenses Paid by County: | | | | | |
| Employer Share Payroll Taxes | 526,681 | | 656,182 | | |
| Employer Share IMRF | 170,546 | | 163,793 | | |
| Worker's Comp & Settlements | NA | | NA | | |
| Total other RBNH expenses | 697,227 | - | 819,975 | - | - |

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

For the Month Ended August 31, 2024 (Unaudited)

| | FY 2023 Actual <i>(Audited)</i> | FY 2024 Revised Annual Budget | FY 2024 Actual <i>(11-Month)</i> | Variance with Budget <i>Over (Under)</i> | % of Budget <i>(Target 91.7%)</i> |
|---------------------------------|------------------------------------|-------------------------------------|--|--|---|
| Operating Revenues | | | | | |
| Intergovernmental | | | | | |
| Federal Matching Aid | - | 379,642 | 216,249 | | |
| State Quality Improvement | 113,678 | 44,571 | 112,181 | | |
| State CNA Incentive | 24,752 | - | 191,248 | | |
| Stimulus/Grant funds | 666,017 | - | - | | |
| TIF revenue | - | 2,398 | 2,770 | | |
| Total Intergovernmental | 804,447 | 426,611 | 522,448 | 95,837 | 122.46% |
| Charges for Services | | | | | |
| Medicare | 372,563 | 1,332,703 | 416,089 | | |
| Medicare-contractual allowance | 686,603 | - | 728,325 | | |
| Medicaid | 6,420,308 | 10,313,629 | 6,980,452 | | |
| Medicaid-contractual allowance | 3,543,640 | - | 4,077,613 | | |
| Hospice | 1,344,895 | 1,831,885 | 1,577,434 | | |
| Hospice-contractual allowance | 653,873 | - | 852,691 | | |
| Insurance/Priv Pay | 1,978,446 | 2,000,000 | 1,531,838 | | |
| Insurance-contractual allowance | (40,565) | - | (50,105) | | |
| Ancillary revenue | 567,335 | 599,984 | 442,230 | | |
| Other patient revenue | - | - | 692 | | |
| Food charges | 12,028 | 10,000 | 7,626 | | |
| Souvenir and other | - | - | - | | |
| Total Charges for Services | 15,539,126 | 16,088,201 | 16,564,885 | 476,684 | 102.96% |
| Less: Bad Debt Expense | (3,229,906) | (250,000) | (187,237) | 62,763 | 74.89% |
| | 12,309,220 | 15,838,201 | 16,377,648 | 539,447 | 103.41% |
| Other | | | | | |
| Uniform fees | 14 | - | 28 | | |
| Donations | 53 | - | 2,636 | | |
| Interest | 312 | - | 5,136 | | |
| Other unclassified revenue | 38,392 | 14,319 | 9,694 | | |
| Total Other | 38,771 | 14,319 | 17,494 | 3,175 | 122.17% |
| Total Operating Revenues | 13,152,438 | 16,279,131 | 16,917,590 | 638,459 | 103.92% |

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

For the Month Ended August 31, 2024 (Unaudited)

| | FY 2023 Actual <i>(Audited)</i> | FY 2024 Revised Annual Budget | FY 2024 Actual <i>(11-Month)</i> | Variance with Budget <i>Over (Under)</i> | % of Budget <i>(Target 91.7%)</i> |
|--|------------------------------------|-------------------------------------|--|--|---|
| Personnel | | | | | |
| Admin & Business Office (70500) | | | | | |
| Regular Salaries | 1,058,250 | 1,015,522 | 564,466 | (451,056) | |
| Vacation Payouts | 1,978 | - | - | - | |
| Part-time Salaries | 40,163 | 62,118 | 41,150 | (20,968) | |
| Overtime | 29,119 | 30,000 | 21,504 | (8,496) | |
| Life Insurance | 407 | 546 | 434 | (112) | |
| Health Insurance | 89,293 | 106,674 | 106,612 | (62) | |
| Total Admin & Business Office | 1,219,210 | 1,214,860 | 734,166 | (480,694) | 60.43% |
| Activities (71000) | | | | | |
| Regular Salaries | 195,202 | 279,933 | 228,816 | (51,117) | |
| Vacation Payouts | 365 | - | - | - | |
| Part-time Salaries | 13,106 | - | 14,382 | 14,382 | |
| Overtime | 25,485 | 15,000 | 27,736 | 12,736 | |
| Life Insurance | 224 | 318 | 247 | (71) | |
| Health Insurance | 50,350 | 99,167 | 30,194 | (68,973) | |
| Total Activities | 284,732 | 394,418 | 301,375 | (93,043) | 76.41% |
| Social Services (71500) | | | | | |
| Regular Salaries | 173,809 | 191,126 | 154,957 | (36,169) | |
| Vacation Payouts | - | - | - | - | |
| Overtime | 5,237 | 4,522 | 6,467 | 1,945 | |
| Life Insurance | 220 | 228 | 172 | (56) | |
| Health Insurance | 61,512 | 61,512 | 53,797 | (7,715) | |
| Total Social Services | 240,778 | 257,388 | 215,393 | (41,995) | 83.68% |
| Dietary (72020/72021/72023) | | | | | |
| Regular Salaries | 702,042 | 992,139 | 696,458 | (295,681) | |
| Vacation Payouts | 604 | - | 1,828 | 1,828 | |
| Part-time Salaries | 53,273 | 60,000 | 46,496 | (13,504) | |
| Overtime | 60,429 | 65,918 | 68,397 | 2,479 | |
| Life Insurance | 909 | 1,049 | 926 | (123) | |
| Health Insurance | 139,480 | 153,663 | 140,588 | (13,075) | |
| Total Dietary | 956,737 | 1,272,769 | 954,693 | (318,076) | 75.01% |

| | FY 2023 Actual (Audited) | FY 2024 Revised Annual Budget | FY 2024 Actual (11-Month) | Variance with Budget Over (Under) | % of Budget (Target 91.7%) |
|------------------------------------|-----------------------------|-------------------------------------|---------------------------------|---|----------------------------------|
| Daily Services (72500/72530/72532) | | | | | |
| Regular Salaries | 2,389,479 | 3,776,083 | 3,871,455 | 95,372 | |
| Vacation Payouts | 8,440 | - | 2,080 | 2,080 | |
| Part-time Salaries | 192,788 | 180,005 | 455,041 | 275,036 | |
| Overtime | 944,678 | 978,500 | 1,336,857 | 358,357 | |
| Life Insurance | 2,124 | 2,460 | 2,861 | 401 | |
| Health Insurance | 583,058 | 563,125 | 661,103 | 97,978 | |
| Total Daily Services | 4,120,567 | 5,500,173 | 6,329,397 | 829,224 | 115.08% |
| Housekeeping (73000) | | | | | |
| Regular Salaries | 297,196 | 398,049 | 338,545 | (59,504) | |
| Vacation Payouts | 2,743 | - | 1,011 | 1,011 | |
| Part-time Salaries | 2,747 | - | 16,623 | 16,623 | |
| Overtime | 51,687 | 45,000 | 52,462 | 7,462 | |
| Life Insurance | 390 | 455 | 464 | 9 | |
| Health Insurance | 81,074 | 145,046 | 50,293 | (94,753) | |
| Total Housekeeping | 435,837 | 588,550 | 459,398 | (129,152) | 78.06% |
| Laundry (73500) | | | | | |
| Regular Salaries | 42,955 | 29,118 | 47,680 | 18,562 | |
| Overtime | 683 | - | 4,754 | 4,754 | |
| Life Insurance | 37 | 45 | 28 | (17) | |
| Health Insurance | 3,314 | 8,735 | 8,491 | (244) | |
| Total Laundry | 46,989 | 37,898 | 60,953 | 23,055 | 160.83% |
| Nursing Admin (74000) | | | | | |
| Regular Salaries | 893,472 | 972,128 | 837,640 | (134,488) | |
| Vacation Payouts | 692 | - | - | - | |
| Part-time Salaries | 43,915 | - | 42,983 | | |
| Overtime | 13,877 | 10,000 | 5,370 | (4,630) | |
| Life Insurance | 429 | 500 | 350 | (150) | |
| Health Insurance | 190,826 | 205,162 | 162,112 | (43,050) | |
| Total Nursing Admin | 1,143,211 | 1,187,790 | 1,048,455 | (182,318) | 88.27% |
| Change in Pension Estimate | (25,705) | | | | |
| Change in OPEB Estimate | 54,119 | | | | |
| Total Personnel | 8,476,475 | 10,453,846 | 10,103,830 | (392,999) | 96.65% |

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

For the Month Ended August 31, 2024 (Unaudited)

| | FY 2023 Actual <i>(Audited)</i> | FY 2024 Revised Annual Budget | FY 2024 Actual <i>(11-Month)</i> | Variance with Budget <i>Over (Under)</i> | % of Budget <i>(Target 91.7%)</i> |
|--|------------------------------------|-------------------------------------|--|--|---|
| Supplies & Services | | | | | |
| Food & Beverage (42250) | 827,858 | 933,500 | 843,399 | | |
| Medical & Dental Supplies (42260) | 554,489 | 525,500 | 448,972 | | |
| Other Departmental Supplies (42290) | 545,919 | 598,800 | 699,228 | | |
| COVID-19 Related Supplies (42295) | 130 | - | - | | |
| Consulting (43120-see detail below) | 654,834 | 709,406 | 608,427 | | |
| IDHS Bed Assessments (43952/43953) | 277,862 | 550,000 | 321,842 | | |
| Other Professional Services (43190 see detail below) | 4,952,504 | 2,027,000 | 2,742,233 | | |
| All Others | 2,682,991 | 2,163,736 | 1,967,882 | | |
| | <u>10,496,587</u> | <u>7,507,942</u> | <u>7,631,983</u> | 124,041 | 101.65% |
| <u>Consulting (43120)</u> | | | | | |
| Administration (70500) | 67,513 | 56,000 | 33,910 | | |
| Activity Consulting (71000) | 2,860 | 3,456 | 3,062 | | |
| Social Svc Consulting (71500) | 840 | 1,800 | 1,024 | | |
| Dietary Consulting (72000) | 35,952 | 47,000 | 32,654 | | |
| Medical Records Consulting (72500) | 4,129 | - | - | | |
| Therapy/Rehab (72533:72535) | 522,515 | 530,000 | 517,377 | | |
| Medical Director (72539) | 17,400 | 17,400 | 17,400 | | |
| Pastoral Care (72540) | 3,625 | 3,750 | 3,000 | | |
| Nursing Admin (74000) | - | 50,000 | - | | |
| | <u>654,834</u> | <u>709,406</u> | <u>608,427</u> | (100,979) | 85.77% |
| <u>Other Professional Services (43190)</u> | | | | | |
| Activities (71000) | 5,420 | 7,000 | 5,600 | | |
| Baker Tilly (70500) | 37,630 | - | - | | |
| Nursing Temps (72500) | 4,901,013 | 2,000,000 | 2,729,016 | | |
| Other | 8,441 | 20,000 | 7,617 | | |
| | <u>4,952,504</u> | <u>2,027,000</u> | <u>2,742,233</u> | 715,233 | 135.29% |

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

For the Month Ended August 31, 2024 (Unaudited)

| | FY 2023 Actual <i>(Audited)</i> | FY 2024 Actual | Variance with Prior Year Over (Under) |
|---|------------------------------------|--------------------|---|
| Current assets | | | |
| Cash and investments | - | - | - |
| Receivables, net property taxes | 2,863,739 | 1,113,324 | (1,750,415) |
| Receivables, net patient | 1,929,095 | 2,742,647 | 813,552 |
| Receivable from other governments | 2,770 | - | (2,770) |
| Inventory | 133,405 | 133,405 | - |
| Prepaid expenses | - | 30,800 | 30,800 |
| Total current assets | 4,929,009 | 4,020,176 | (908,833) |
| Noncurrent assets | | | |
| Restricted cash and investments | 85,510 | 128,508 | 42,998 |
| 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 | - |
| Total noncurrent assets | 3,083,725 | 3,126,723 | 42,998 |
| Total assets | 8,012,734 | 7,146,899 | (865,835) |
| Deferred outflows of resources | | | |
| Other post-employment benefit items | 82,287 | 82,287 | - |
| Pension items-IMRF | 3,650,741 | 3,650,741 | - |
| Total deferred outflows of resources | 3,733,028 | 3,733,028 | - |
| Total asset and deferred outflows of resources | 11,745,762 | 10,879,927 | (865,835) |
| Current liabilities | | | |
| Accounts payable | 2,896,941 | 2,560,516 | (336,425) |
| Accrued payroll | 288,364 | 288,364 | - |
| Payable to other governments | 166,010 | 51,126 | (114,884) |
| Other deferred revenue | - | - | - |
| Total current liabilities | 3,351,315 | 2,900,006 | (451,309) |
| Noncurrent liabilities | | | |
| Compensated absences | 212,410 | 212,410 | - |
| Advances from other funds | 8,015,237 | 8,429,326 | 414,089 |
| Net pension liability | - | - | - |
| Other post-employment benefit obligation | 645,763 | 645,763 | - |
| Total noncurrent liabilities | 8,873,410 | 9,287,499 | 414,089 |
| Total liabilities | 12,224,725 | 12,187,505 | (37,220) |
| Deferred inflows of resources | | | |
| Property taxes levied for next period | 2,820,368 | 698,389 | (2,121,979) |
| Other post-employment benefit items | 134,406 | 134,406 | - |
| Pension items - IMRF | 176,849 | 176,849 | - |
| Total deferred inflows of resources | 3,131,623 | 1,009,644 | (2,121,979) |
| Total liabilities and deferred inflows of resources | 15,356,348 | 13,197,149 | (2,159,199) |
| Net position | | | |
| 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 | 128,508 | 42,998 |
| Unrestricted | (6,694,311) | (5,443,945) | 1,250,366 |
| Total net position | (3,610,586) | (2,317,222) | 1,293,364 |
| Total liabilities, deferred inflows and net position | 11,745,762 | 10,879,927 | (865,835) |