

RIVER BLUFF BOARD OF DIRECTORS AGENDA

Called by: Frank Perrecone, Chairman

DATE: Tuesday, December 17, 2024

TIME: 3:00 PM

Members: 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 November 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 – Administrators Report (Laura Schaffer)
 - 1. Census
 - 2. HMO Status
- F. Discussion Item – Financial Report (Steve Schultz)
 - 1. 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 19, 2024
3:00 PM

Present:

Frank Perrecone, **Chairperson**
John Butitta
Tim Delany
Jay Ferraro
Teresa Gobeli
Jim Knutson (late arrival)
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

AGENDA:

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- 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

Call to Order

Chairperson Perrecone called the River Bluff Board of Directors meeting to order at 3:00 p.m. Chairperson Perrecone announced that Mr. Brass resigned from the Board of Directors because he has relocated and can no longer serve as a board member.

Roll Call

Chairperson Perrecone yes, Mr. Butitta yes, Mr. Ferraro yes, Ms. Gobeli yes, Mr. Nieman yes, Mr. Delany yes, Ms. Marinelli yes.

A quorum is present.

Approval of October 15, 2024 Minutes

Chairperson Perrecone called for a motion to approve the October 15, 2024 minutes.

Motion: Mr. Ferraro. Second: Mr. Nieman.

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

The motion was 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.

Discussion Item – Administrators Report (Laura Schaffer)

Ms. Schaffer reviewed the Administrator's Report.

Census

The current census stands at 148. The average daily census for October was also 148, with 20 referrals, 15 being accepted, and 5 resulting in denials. Additionally, there were 14 admissions.

HMO

The status of the two HMO applications is temporarily stalled.

IDPH/CMS

Two complaint surveys were conducted; the first in October found no issues, while the second in November is awaiting findings from the IDPH. A payroll-based audit from CMS has been completed and submitted.

Roll Call

Mr. Knutson joined the Board of Directors meeting.

Ms. Schaffer continued reviewing the Administrator's Report.

Staffing

Staffing and open positions were reviewed.

Goals

Ms. Schaffer reviewed goals set for Medicare, Medicaid, and Private Pay.

- Discussion followed.

Monthly Operations

Ms. Schaffer reported on the continuation of operation reviews. The MDS consultant's contract ended in September, but continues to provide services. A new MDS Consultant contract will be requested and provided for review at the next Board meeting.

Baker Tilly conducted an on-site audit and was provided with policies and procedures for review. Baker Tilly will return at the end of January or early February to continue their review.

Ms. Schaffer reported on the past month's activities, events, and other issues.

Ms. Schaffer shared an Executive Summary from Relias a provider of education, training, compliance management, and workforce enablement solutions for healthcare organizations.

- Discussion followed.

Chairperson Perrecone called for any further discussion and called for a motion.

Motion: Mr. Delany proposed accepting the Relias Bid at the Bronze Level for cloud-based storage and compliance, which includes the implementation and subscription fees.

Second: Ms. Gobeli.

Chairperson Perrecone called for any discussion.

The motion was passed by a unanimous voice vote.

- Discussion followed.
- Ms. Schaffer will provide an update on the Census Task Force at the December meeting.
- Ms. Schaffer will be scheduled to give a presentation at the January 2025 County Board.

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

- Discussion followed.

Discussion Item – Financial Report (Steve Schultz)

1. Financial Statements (see attachment)

The Budget for the month ended September 30, 2024, was reviewed, and improvements from the previous year were noted. Mr. Schultz thanked Ms. Schaeffer and the Board for the remarkable turnaround.

Chairperson Perrecone called for any other questions or comments.

Closed Session to Discuss Personnel Matters (5 ILCS 120/2 (c)(1))

Chairperson Perrecone called for a motion to enter a Closed Session.

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

Roll Call: Mr. Knutson yes, Mr. Butitta yes, Mr. Ferraro yes, Ms. Gobeli yes, Ms. Marinelli yes, Mr. Nieman yes, Mr. Delany yes, Chairperson Perrecone yes.

The motion was passed by a unanimous voice vote.

The Board reconvened in Open Session.

Chairperson Perrecone reported no action was taken in closed session

Other Matters

- The requirements for the open position on the River Bluff Board were discussed.
- A thank you letter will be sent to Mr. Brass for his contributions to the River Bluff Board.
- Contract with the Northern Illinois Community Foundation.

Adjournment

Chairperson Perrecone called for a motion to adjourn the meeting.

Motion: Mr. Ferraro. Second: Mr. Nieman.

The motion was passed by a unanimous voice vote.

Respectfully submitted,

Nancy K. 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 October 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Unaudited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(1-Month)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 8.33%)</i>
Operating Revenues					
Intergovernmental	522,448	479,000	9,356		
Charges for Services, net of bad debt exp	17,930,022	18,588,715	1,686,924		
Other	19,552	3,567	538		
Total Operating Revenues	18,472,022	19,071,282	1,696,818	(17,374,464)	8.90%
Operating Expenses					
Personnel	11,239,121	14,072,610	882,686	(13,189,924)	6.27%
Personnel Chgs in LT Debt	(1,817,733)				
Supplies and services	8,295,373	6,382,599	385,910	(5,996,689)	6.05%
Depreciation	-	340,000	-	(340,000)	0.00%
Capital Outlay	20,124	-	-	-	0.00%
Total Operating Expenses	17,736,885	20,795,209	1,268,596	(19,526,613)	6.10%
Operating income (loss)	735,137	(1,723,927)	428,222	2,152,149	
Non-Operating Revenues(Expenses)					
Property Taxes	2,830,449	2,891,000	(63)	(2,891,063)	0.00%
Transfer from Other Funds	29,992	-	-	-	NA
Total Non-Operating Rev (Exp)	2,860,441	2,891,000	(63)	(2,891,063)	0.00%
Net increase (decrease) in net position	3,595,578	1,167,073	428,159	(738,914)	
Total net position, beginning of period	(3,610,585)		(15,007)		
Prior period adjustment	-	-	-		
Total net position, end of period	(15,007)		413,152		
RBNH Expenses Paid by County:					
Employer Share Payroll Taxes	526,681		56,373		
Employer Share IMRF	170,546		4,303		
Worker's Comp & Settlements	NA		NA		
Total other RBNH expenses	697,227	-	60,676	-	-

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

For the Month Ended October 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Unaudited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(1-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Operating Revenues					
Intergovernmental					
Federal Matching Aid	216,249	100,000	-		
State Quality Improvement	112,181	125,000	21		
State CNA Incentive	191,248	250,000	9,335		
Stimulus/Grant funds	-	-	-		
TIF revenue	2,770	4,000	-		
Total Intergovernmental	522,448	479,000	9,356	(469,644)	1.95%
Charges for Services					
Medicare	481,939	1,433,493	48,100		
Medicare-contractual allowance	853,148	-	94,084		
Medicaid	7,643,052	12,000,000	749,675		
Medicaid-contractual allowance	4,441,140	-	387,236		
Hospice	1,704,884	2,750,000	82,127		
Hospice-contractual allowance	922,155	-	138,187		
Insurance/Priv Pay	1,678,890	1,949,946	150,222		
Insurance-contractual allowance	(50,105)	-	-		
Ancillary revenue	473,924	695,276	36,783		
Other patient revenue	692	-	-		
Food charges	8,038	10,000	510		
Souvenir and other	-	-	-		
Total Charges for Services	18,157,757	18,838,715	1,686,924	(17,151,791)	8.95%
Less: Bad Debt Expense	(227,735)	(250,000)	-	250,000	0.00%
	17,930,022	18,588,715	1,686,924	(16,901,791)	9.07%
Other					
Uniform fees	28	-	-		
Donations	2,681	1,000	538		
Interest	5,136	-	-		
Other unclassified revenue	11,707	2,567	-		
Total Other	19,552	3,567	538	(3,029)	15.08%
Total Operating Revenues	18,472,022	19,071,282	1,696,818	(17,374,464)	8.90%

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

For the Month Ended October 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Revised Annual Budget	FY 2025 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	617,281	1,087,616	42,587	(1,045,029)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	44,238	47,028	2,971	(44,057)	
Overtime	23,542	30,000	1,575	(28,425)	
Life Insurance	472	546	35	(511)	
Health Insurance	115,923	119,672	8,559	(111,113)	
Contingency	-	158,737			
Total Admin & Business Office	801,456	1,443,599	55,727	(1,229,135)	3.86%
Activities (71000)					
Regular Salaries	252,484	343,844	23,025	(320,819)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	13,513	-	-	-	
Overtime	29,670	15,000	1,393	(13,607)	
Life Insurance	275	455	28	(427)	
Health Insurance	32,083	36,369	1,888	(34,481)	
Total Activities	328,025	395,668	26,334	(369,334)	6.66%
Social Services (71500)					
Regular Salaries	173,740	202,511	15,218	(187,293)	
Vacation Payouts	-	-	-	-	
Overtime	7,627	5,500	857	(4,643)	
Life Insurance	189	228	17	(211)	
Health Insurance	58,178	62,644	4,381	(58,263)	
Total Social Services	239,734	270,883	20,473	(250,410)	7.56%
Dietary (72020/72021/72023)					
Regular Salaries	755,015	994,735	58,804	(935,931)	
Vacation Payouts	2,305	-	-	-	
Part-time Salaries	51,895	60,000	4,024	(55,976)	
Overtime	73,793	65,918	2,511	(63,407)	
Life Insurance	998	1,049	74	(975)	
Health Insurance	151,100	160,652	9,790	(150,862)	
Total Dietary	1,035,106	1,282,354	75,203	(1,207,151)	5.86%

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (1-Month)	Variance with Budget Over (Under)	% of Budget (Target 8.33%)
Daily Services (72500/72530/72532)					
Regular Salaries	4,407,506	6,534,969	387,250	(6,147,719)	
Vacation Payouts	2,800	-	-	-	
Part-time Salaries	497,875	661,490	30,350	(631,140)	
Overtime	1,467,978	978,500	90,474	(888,026)	
Life Insurance	3,175	2,138	309	(1,829)	
Health Insurance	728,144	907,883	66,130	(841,753)	
Total Daily Services	7,107,478	9,084,980	574,513	(8,510,467)	6.32%
Housekeeping (73000)					
Regular Salaries	372,510	424,357	29,406	(394,951)	
Vacation Payouts	1,011	-	-	-	
Part-time Salaries	17,890	-	712	712	
Overtime	57,804	45,000	3,120	(41,880)	
Life Insurance	500	455	35	(420)	
Health Insurance	55,721	72,467	5,790	(66,677)	
Total Housekeeping	505,436	542,279	39,063	(503,216)	7.20%
Laundry (73500)					
Regular Salaries	53,650	58,500	4,487	(54,013)	
Overtime	5,377	5,000	334	(4,666)	
Life Insurance	33	91	4	(87)	
Health Insurance	9,214	10,329	722	(9,607)	
Total Laundry	68,274	73,920	5,547	(68,373)	7.50%
Nursing Admin (74000)					
Regular Salaries	922,379	781,245	67,238	(714,007)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	47,049	-	3,732		
Overtime	7,955	10,000	1,089	(8,911)	
Life Insurance	380	455	30	(425)	
Health Insurance	175,849	187,227	13,737	(173,490)	
Total Nursing Admin	1,153,612	978,927	85,826	(896,833)	8.77%
Change in Pension Estimate	(1,808,295)				
Change in OPEB Estimate	(9,438)				
Total Personnel	9,421,388	14,072,610	882,686	(13,034,919)	6.27%

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

For the Month Ended October 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(1-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 8.33%)</i>
Supplies & Services					
Food & Beverage (42250)	888,093	937,700	69,057		
Medical & Dental Supplies (42260)	493,492	525,500	31,898		
Other Departmental Supplies (42290)	778,564	202,800	41,333		
COVID-19 Related Supplies (42295)	-	-	-		
Consulting (43120-see detail below)	670,690	658,758	1,700		
IDHS Bed Assessments (43952/43953)	352,628	550,000	30,800		
Other Professional Services (43190 see detail below)	2,907,191	549,200	81,557		
All Others	2,204,715	2,958,641	129,565		
	<u>8,295,373</u>	<u>6,382,599</u>	<u>385,910</u>	(5,996,689)	6.05%
Consulting (43120)					
Administration (70500)	35,975	56,000	-		
Activity Consulting (71000)	3,378	3,456	-		
Social Svc Consulting (71500)	1,024	1,152	-		
Dietary Consulting (72000)	35,531	47,000	-		
Medical Records Consulting (72500)	-	-	-		
Therapy/Rehab (72533:72535)	574,382	530,000	-		
Medical Director (72539)	17,400	17,400	1,450		
Pastoral Care (72540)	3,000	3,750	250		
Nursing Admin (74000)	-	-	-		
	<u>670,690</u>	<u>658,758</u>	<u>1,700</u>	(657,058)	0.26%
Other Professional Services (43190)					
Activities (71000)	5,600	9,600	500		
Baker Tilly (70500)	-	-	-		
Nursing Temps (72500)	2,892,466	503,500	81,057		
Other	9,125	36,100	-		
	<u>2,907,191</u>	<u>549,200</u>	<u>81,557</u>	(467,643)	14.85%

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

For the Month Ended October 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Actual	Variance with Prior Year <i>Over (Under)</i>
Current assets			
Cash and investments	-	-	-
Receivables, net property taxes	90,924	41,093	(49,831)
Receivables, net patient	3,696,792	3,159,301	(537,491)
Receivable from other governments	-	-	-
Inventory	133,405	133,405	-
Prepaid expenses	30,800	-	(30,800)
Total current assets	3,951,921	3,333,799	(618,122)
Noncurrent assets			
Restricted cash and investments	146,199	144,072	(2,127)
Restricted net pension asset	1,372,242	1,372,242	-
Capital assets not being depreciated	645,548	645,548	-
Capital assets being depreciated, net	2,282,803	2,282,803	-
Construction in Progress	9,868	9,868	-
Total noncurrent assets	4,456,660	4,454,533	(2,127)
Total assets	8,408,581	7,788,332	(620,249)
Deferred outflows of resources			
Other post-employment benefit items	147,354	147,354	-
Pension items-IMRF	4,161,206	4,161,206	-
Total deferred outflows of resources	4,308,560	4,308,560	-
Total asset and deferred outflows of resources	12,717,141	12,096,892	(620,249)
Current liabilities			
Accounts payable	2,662,975	2,588,015	(74,960)
Accrued payroll	441,390	441,390	-
Payable to other governments	51,126	51,126	-
Other deferred revenue	-	-	-
Total current liabilities	3,155,491	3,080,531	(74,960)
Noncurrent liabilities			
Compensated absences	251,102	251,102	-
Advances from other funds	8,308,360	7,334,912	(973,448)
Net pension liability	-	-	-
Other post-employment benefit obligation	678,311	678,311	-
Total noncurrent liabilities	9,237,773	8,264,325	(973,448)
Total liabilities	12,393,264	11,344,856	(1,048,408)
Deferred inflows of resources			
Property taxes levied for next period	-	-	-
Other post-employment benefit items	157,487	157,487	-
Pension items - IMRF	181,397	181,397	-
Total deferred inflows of resources	338,884	338,884	-
Total liabilities and deferred inflows of resources	12,732,148	11,683,740	(1,048,408)
Net position			
Net investment in capital assets	2,938,219	2,938,219	-
Restricted for net pension asset	1,372,242	1,372,242	-
Restricted for patient funds-expendable	146,199	144,072	(2,127)
Unrestricted	(4,471,667)	(4,041,381)	430,286
Total net position	(15,007)	413,152	428,159
Total liabilities, deferred inflows and net position	12,717,141	12,096,892	(620,249)