

# RIVER BLUFF BOARD OF DIRECTORS

## AGENDA

**Called by:** Frank Perrecone, Chairman

**DATE:** Tuesday, February 18, 2025

**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 January 21, 2025 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
- 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, January 21, 2025  
3:00 PM

**Present:**

Frank Perrecone, **Chairperson**  
John Butitta  
Tim Delany  
Jay Ferraro  
Teresa Gobeli (via phone)  
Jim Knutson  
Bob Nieman

**Others Present:**

Patrick Thompson, Winnebago County Administrator  
Steve Schultz, Winnebago County Chief Financial Officer  
Laura Schaffer, Administrator, River Bluff Health & Rehabilitation  
Laura Doise, Asst. Administrator, River Bluff Health & Rehabilitation  
Traci Kline, Director of Nursing, River Bluff Health & Rehabilitation  
Maggie Lewis, HR Representative, Human Resources

**Absent:**

Bernice Marinelli

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of December 17, 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.
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- F. Discussion Item – Financial Report (Steve Schultz)
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- G. Other Matters
- H. 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. Knutson yes, Mr. Butitta yes, Mr. Ferraro yes, Mr. Nieman yes, Mr. Delany yes.

A quorum is present.

Chairperson Perrecone called for a motion to include board members Teresa Gobeli and Bernice Marinelli in the meeting remotely via telephone.

Motion: Mr. Butitta. Second: Mr. Knutson.

The motion was passed by a unanimous voice vote.

Ms. Gobeli was welcomed to the board meeting, but Ms. Marinelli could not be reached remotely by telephone.

### **Approval of December 17, 2024 Minutes**

Chairperson Perrecone called for a motion to approve the December 17, 2024, minutes.

Motion: Mr. Ferraro. Second: Mr. Delany.

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 welcomed Traci Kline, the Director of Nursing. Ms. Kline shared background information about her professional experience. The Directors welcomed Ms. Kline.

#### **IDPH/CMS Updates**

Ms. Schaffer reviewed IDPH and CMS updates.

- Discussion followed.

A capital request was submitted for the Call Light System Project. An RFP timeline has been established for the project. All RFP submissions are due by February 26, 2025, and the process for the new Call Light System Project will begin thereafter.

Ms. Schaffer reviewed statistics with the Board for various measurements.

#### **Staffing**

Ms. Lewis reported that twenty-five new hires, including the Director of Nursing, were made in December 2024. Fourteen employees were terminated for reasons including retirement and other factors. Additional hires are pending to fully staff the dietary and housekeeping departments. A Job Fair for all departments is scheduled for January 29, 2025.

- Discussion followed.

#### **Census**

The current census, maintained from November to December, stands at 144 individuals. The coverage distribution is as follows: 122 individuals, or approximately 85%, are enrolled in Medicaid; 8 individuals, nearly 6%, are covered by Medicare A; and 14 individuals, about 10%, pay privately. Additionally, there are 28 residents receiving hospice care, of which 24 are on Medicaid and 4 are privately paying. Currently, 32 residents, or 22% of the population, are enrolled in Managed Care. There has been an increase in referrals during January 2025.

- Discussion followed.

#### **CMS Star Rating**

A new Quality Plan has been approved and is currently being implemented. All factors that negatively impact the Star Rating have been identified for improvement and are included in this plan. A series of small groups will work on improving these measures.

- Discussion followed.

#### Staffing Ratios

Ms. Schaffer stated that River Bluff is adequately staffed to exceed federal staffing ratio requirements beyond the minimum standards.

#### Monthly Operations

River Bluff will participate in an IDPH Prevalence Study on Infection scheduled for February 2025. Ms. Schaffer advised working on the Cost Reports, recertifications with insurance, Medicare, and Medicaid, a Baker Tilly audit, and HHS and CMS audits. The staff is working on clinical and administrative policy reviews and revisions for the annual survey. A Skills Fair is scheduled for the week of February 9-15, 2025.

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 November 2024 budget was reviewed, focusing on the lead page with two months of data in 2025.

- Discussion followed.

Chairperson Perrecone called for any other questions or comments.

#### **Other Matters**

- Ms. Schaffer is scheduled to present on River Bluff to the County Board on Thursday, January 23, 2025. Last month, the full annual report was shared at the River Bluff meeting, and an updated version of the report has been forwarded to the County Board members.
- Chairman Chiarelli, Mr. Butitta, and Mr. Knutson met to discuss the open board position, which is expected to be filled within the next month.
- An investigation will be conducted into the Nursing Home Retaliation Bill SB3559 amending the Nursing Home Care Act.
- Ms. Schaffer will provide an update on the sub-committee's recommendations and implementations.
- Upcoming Election: By-Laws, Compliance, Terms of Officers and Board members.
- Election of Officers, for expiring two-year terms
- Contact Information of Board members.

#### **Adjournment**

Chairperson Perrecone called for a motion to adjourn the meeting.

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

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 December 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Unaudited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(3-Month)</i>	Variance with Budget Over (Under)	% of Budget <i>(Target 25.00%)</i>
<b>Operating Revenues</b>					
Intergovernmental	522,448	479,000	123,375		
Charges for Services, net of bad debt exp	17,964,135	18,588,715	4,856,913		
Other	17,287	3,567	1,303		
<b>Total Operating Revenues</b>	<b>18,503,870</b>	<b>19,071,282</b>	<b>4,981,591</b>	<b>(14,089,691)</b>	<b>26.12%</b>
<b>Operating Expenses</b>					
Personnel	11,239,121	14,072,610	3,252,192	(10,820,418)	23.11%
Personnel Chgs in LT Debt	(1,817,733)	-	-		
Supplies and services	8,293,403	6,382,599	1,471,974	(4,910,625)	23.06%
Depreciation	315,641	340,000	-	(340,000)	0.00%
Capital Outlay	-	-	4,143	4,143	0.00%
<b>Total Operating Expenses</b>	<b>18,030,432</b>	<b>20,795,209</b>	<b>4,728,309</b>	<b>(16,066,900)</b>	<b>22.74%</b>
<b>Operating income (loss)</b>	<b>473,438</b>	<b>(1,723,927)</b>	<b>253,282</b>	<b>1,977,209</b>	
<b>Non-Operating Revenues(Expenses)</b>					
Property Taxes	2,840,071	2,891,000	422	(2,890,578)	0.01%
Transfer from Other Funds	29,992	-	-	-	NA
<b>Total Non-Operating Rev (Exp)</b>	<b>2,870,063</b>	<b>2,891,000</b>	<b>422</b>	<b>(2,890,578)</b>	<b>0.01%</b>
<b>Net increase (decrease) in net position</b>	<b>3,343,501</b>	<b>1,167,073</b>	<b>253,704</b>	<b>(913,369)</b>	
Total net position, beginning of period	(3,610,585)		(267,084)		
Prior period adjustment	-	-	-		
<b>Total net position, end of period</b>	<b>(267,084)</b>		<b>(13,380)</b>		
<b>RBNH Expenses Paid by County:</b>					
Employer Share Payroll Taxes	526,681		210,735		
Employer Share IMRF	170,546		54,118		
Worker's Comp & Settlements	110,312		NA		
<b>Total other RBNH expenses</b>	<b>807,539</b>	<b>-</b>	<b>264,853</b>	<b>-</b>	<b>-</b>

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

For the Month Ended December 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Unaudited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(3-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 25.00%)</i>
<b>Operating Revenues</b>					
Intergovernmental					
Federal Matching Aid	216,249	100,000	-		
State Quality Improvement	112,181	125,000	17,611		
State CNA Incentive	191,248	250,000	105,764		
Stimulus/Grant funds	-	-	-		
TIF revenue	2,770	4,000	-		
Total Intergovernmental	522,448	479,000	123,375	(355,625)	25.76%
Charges for Services					
Medicare	481,939	1,433,493	120,400		
Medicare-contractual allowance	853,148	-	244,567		
Medicaid	7,643,052	12,000,000	2,172,775		
Medicaid-contractual allowance	4,441,140	-	1,219,820		
Hospice	1,704,884	2,750,000	369,616		
Hospice-contractual allowance	922,155	-	268,498		
Insurance/Priv Pay	1,678,890	1,949,946	393,175		
Insurance-contractual allowance	(50,105)	-	-		
Ancillary revenue	473,924	695,276	106,712		
Other patient revenue	692	-	1,198		
Food charges	8,038	10,000	2,290		
Souvenir and other	-	-	-		
Total Charges for Services	18,157,757	18,838,715	4,899,051	(13,939,664)	26.01%
Less: Bad Debt Expense	(193,622)	(250,000)	(42,138)	207,862	16.86%
	17,964,135	18,588,715	4,856,913	(13,731,802)	26.13%
Other					
Uniform fees	28	-	-		
Donations	2,681	1,000	1,242		
Interest	5,136	-	-		
Other unclassified revenue	9,442	2,567	61		
Total Other	17,287	3,567	1,303	(2,264)	36.53%
Total Operating Revenues	18,503,870	19,071,282	4,981,591	(14,089,691)	26.12%

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

For the Month Ended December 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(3-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 25.00%)</i>
<b>Personnel</b>					
Admin & Business Office (70500)					
Regular Salaries	617,281	1,087,616	155,999	(931,617)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	44,238	47,028	10,362	(36,666)	
Overtime	23,542	30,000	6,182	(23,818)	
Life Insurance	472	546	123	(423)	
Health Insurance	115,923	119,672	29,956	(89,716)	
Contingency	-	158,737			
<b>Total Admin &amp; Business Office</b>	<b>801,456</b>	<b>1,443,599</b>	<b>202,622</b>	<b>(1,082,240)</b>	<b>14.04%</b>
Activities (71000)					
Regular Salaries	252,484	343,844	83,001	(260,843)	
Vacation Payouts	-	-	730	730	
Part-time Salaries	13,513	-	-	-	
Overtime	29,670	15,000	10,692	(4,308)	
Life Insurance	275	455	110	(345)	
Health Insurance	32,083	36,369	6,609	(29,760)	
<b>Total Activities</b>	<b>328,025</b>	<b>395,668</b>	<b>101,142</b>	<b>(294,526)</b>	<b>25.56%</b>
Social Services (71500)					
Regular Salaries	173,740	202,511	53,442	(149,069)	
Vacation Payouts	-	-	-	-	
Overtime	7,627	5,500	2,825	(2,675)	
Life Insurance	189	228	61	(167)	
Health Insurance	58,178	62,644	15,333	(47,311)	
<b>Total Social Services</b>	<b>239,734</b>	<b>270,883</b>	<b>71,661</b>	<b>(199,222)</b>	<b>26.45%</b>
Dietary (72020/72021/72023)					
Regular Salaries	755,015	994,735	211,080	(783,655)	
Vacation Payouts	2,305	-	-	-	
Part-time Salaries	51,895	60,000	14,861	(45,139)	
Overtime	73,793	65,918	30,467	(35,451)	
Life Insurance	998	1,049	267	(782)	
Health Insurance	151,100	160,652	34,264	(126,388)	
<b>Total Dietary</b>	<b>1,035,106</b>	<b>1,282,354</b>	<b>290,939</b>	<b>(991,415)</b>	<b>22.69%</b>

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (3-Month)	Variance with Budget Over (Under)	% of Budget (Target 25.00%)
Daily Services (72500/72530/72532)					
Regular Salaries	4,407,506	6,534,969	1,387,327	(5,147,642)	
Vacation Payouts	2,800	-	-	-	
Part-time Salaries	497,875	661,490	85,751	(575,739)	
Overtime	1,467,978	978,500	428,983	(549,517)	
Life Insurance	3,175	2,138	1,066	(1,072)	
Health Insurance	728,144	907,883	230,593	(677,290)	
<b>Total Daily Services</b>	<b>7,107,478</b>	<b>9,084,980</b>	<b>2,133,720</b>	<b>(6,951,260)</b>	<b>23.49%</b>
Housekeeping (73000)					
Regular Salaries	372,510	424,357	113,546	(310,811)	
Vacation Payouts	1,011	-	-	-	
Part-time Salaries	17,890	-	712	712	
Overtime	57,804	45,000	17,314	(27,686)	
Life Insurance	500	455	147	(308)	
Health Insurance	55,721	72,467	20,265	(52,202)	
<b>Total Housekeeping</b>	<b>505,436</b>	<b>542,279</b>	<b>151,984</b>	<b>(390,295)</b>	<b>28.03%</b>
Laundry (73500)					
Regular Salaries	53,650	58,500	15,873	(42,627)	
Overtime	5,377	5,000	2,398	(2,602)	
Life Insurance	33	91	12	(79)	
Health Insurance	9,214	10,329	2,528	(7,801)	
<b>Total Laundry</b>	<b>68,274</b>	<b>73,920</b>	<b>20,811</b>	<b>(53,109)</b>	<b>28.15%</b>
Nursing Admin (74000)					
Regular Salaries	922,379	781,245	221,389	(559,856)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	47,049	-	12,948		
Overtime	7,955	10,000	3,635	(6,365)	
Life Insurance	380	455	91	(364)	
Health Insurance	175,849	187,227	41,250	(145,977)	
<b>Total Nursing Admin</b>	<b>1,153,612</b>	<b>978,927</b>	<b>279,313</b>	<b>(712,562)</b>	<b>28.53%</b>
Change in Pension Estimate	(1,808,295)				
Change in OPEB Estimate	(9,438)				
<b>Total Personnel</b>	<b>9,421,388</b>	<b>14,072,610</b>	<b>3,252,192</b>	<b>(10,674,629)</b>	<b>23.11%</b>



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

For the Month Ended December 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(3-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 25.00%)</i>
<b>Supplies &amp; Services</b>					
Food & Beverage (42250)	877,482	937,700	195,155		
Medical & Dental Supplies (42260)	519,481	525,500	116,923		
Other Departmental Supplies (42290)	782,261	202,800	71,248		
Consulting (43120-see detail below)	670,690	658,758	112,798		
IDHS Bed Assessments (43952/43953)	336,188	550,000	122,353		
Other Professional Services (43190 see detail below)	2,907,191	549,200	400,667		
All Others	2,200,110	2,958,641	452,830		
	8,293,403	6,382,599	1,471,974	(4,910,625)	23.06%
 <b>Consulting (43120)</b>					
Administration (70500)	35,975	56,000	5,929		
Activity Consulting (71000)	3,378	3,456	316		
Social Svc Consulting (71500)	1,024	1,152	-		
Dietary Consulting (72000)	35,531	47,000	6,991		
Medical Records Consulting (72500)	-	-	-		
Therapy/Rehab (72533:72535)	574,382	530,000	94,462		
Medical Director (72539)	17,400	17,400	4,350		
Pastoral Care (72540)	3,000	3,750	750		
Nursing Admin (74000)	-	-	-		
	670,690	658,758	112,798	(545,960)	17.12%
 <b>Other Professional Services (43190)</b>					
Activities (71000)	5,600	9,600	2,175		
Background Checks (70500)	-	-	1,931		
Nursing Temps (72500)	2,892,466	503,500	395,710		
Other	9,125	36,100	851		
	2,907,191	549,200	400,667	(148,533)	72.95%

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

For the Month Ended December 31, 2024 (Unaudited)

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Actual	Variance with Prior Year <i>Over (Under)</i>
<b>Current assets</b>			
Cash and investments	-	-	-
Receivables, net property taxes	2,972,018	2,871,472	(100,546)
Receivables, net patient	3,730,905	3,223,625	(507,280)
Receivable from other governments	-	-	-
Inventory	118,730	118,730	-
Prepaid expenses	30,800	-	(30,800)
<b>Total current assets</b>	<b>6,852,453</b>	<b>6,213,827</b>	<b>(638,626)</b>
<b>Noncurrent assets</b>			
Restricted cash and investments	146,199	150,572	4,373
Restricted net pension asset	1,372,242	1,372,242	-
Capital assets not being depreciated	645,548	645,548	-
Capital assets being depreciated, net	1,987,285	1,987,285	-
Construction in Progress	9,868	9,868	-
<b>Total noncurrent assets</b>	<b>4,161,142</b>	<b>4,165,515</b>	<b>4,373</b>
<b>Total assets</b>	<b>11,013,595</b>	<b>10,379,342</b>	<b>(634,253)</b>
<b>Deferred outflows of resources</b>			
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	-
<b>Total asset and deferred outflows of resources</b>	<b>15,322,155</b>	<b>14,687,902</b>	<b>(634,253)</b>
<b>Current liabilities</b>			
Accounts payable	2,662,975	2,369,449	(293,526)
Accrued payroll	441,390	441,390	-
Payable to other governments	34,482	34,482	-
Other deferred revenue	-	-	-
<b>Total current liabilities</b>	<b>3,138,847</b>	<b>2,845,321</b>	<b>(293,526)</b>
<b>Noncurrent liabilities</b>			
Compensated absences	251,102	251,102	-
Advances from other funds	8,310,623	7,716,192	(594,431)
Net pension liability	-	-	-
Other post-employment benefit obligation	678,311	678,311	-
<b>Total noncurrent liabilities</b>	<b>9,240,036</b>	<b>8,645,605</b>	<b>(594,431)</b>
<b>Total liabilities</b>	<b>12,378,883</b>	<b>11,490,926</b>	<b>(887,957)</b>
<b>Deferred inflows of resources</b>			
Property taxes levied for next period	2,871,472	2,871,472	-
Other post-employment benefit items	157,487	157,487	-
Pension items - IMRF	181,397	181,397	-
<b>Total deferred inflows of resources</b>	<b>3,210,356</b>	<b>3,210,356</b>	<b>-</b>
<b>Total liabilities and deferred inflows of resources</b>	<b>15,589,239</b>	<b>14,701,282</b>	<b>(887,957)</b>
<b>Net position</b>			
Net investment in capital assets	2,642,701	2,642,701	-
Restricted for net pension asset	1,372,242	1,372,242	-
Restricted for patient funds-expendable	146,199	146,077	(122)
Unrestricted	(4,428,226)	(4,174,400)	253,826
<b>Total net position</b>	<b>(267,084)</b>	<b>(13,380)</b>	<b>253,704</b>
<b>Total liabilities, deferred inflows and net position</b>	<b>15,322,155</b>	<b>14,687,902</b>	<b>(634,253)</b>