

RIVER BLUFF BOARD OF DIRECTORS AGENDA

Called by: Frank Perrecone, Chairman

DATE: Tuesday, October 21, 2025

TIME: 3:00 PM

Members: Jim Knutson, John
Butitta, Jay Ferraro, Teresa Gobeli,
Bernice Marinelli, Bob Nieman,
Tim Delany, Lowell Ingram

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 16, 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. Discuss Best Practices and Security for Staff and Residents – Laura Schaffer
- F. Discussion Item – Administrators Report (Laura Schaffer)
 - 1. Census
- G. Discussion Item – Financial Report (Steve Schultz)
 - 1. Financial Statements (see attachment)
- 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 16, 2025
3:00 PM

Present:

Frank Perrecone, Chairperson
John Butitta
Jay Ferraro
Teresa Gobeli
Lowell Ingram
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
Maggie Lewis, HR Representative, River Bluff Human Resources

Absent:

Tim Delany
Bernice Marinelli, Vice Chairperson

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of August 19, 2025 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. Discuss Best Practices and Security for Staff and Residents – Laura Schaffer
- F. Review Medical Director’s Responsibilities Policy and the Current Medical Director’s Contract – Laura Schaffer
- G. Discuss the Research by Facilities and Purchasing Department – Solar Power Options and Quotes for the Facility
- H. Discussion Item – Administrators Report (Laura Schaffer)
 - 1. Census
- I. Discussion Item – Financial Report (Steve Schultz)
 - 1. Financial Statements (see attachment)
- J. Other Matters
- K. 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. Butitta, yes; Mr. Ferraro, yes; Ms. Gobeli, yes; Mr. Nieman, yes; Mr. Ingram, yes; Mr. Knutson, yes.

A quorum is present.

Approval of August 19, 2025 Minutes

Chairperson Perrecone called for a motion to approve the minutes of August 19, 2025.

Motion: Mr. Butitta. Second: Mr. Ferraro.

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

Chairperson Perrecone called for a vote on the motion.

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.

Discuss Best Practices and Security for Staff and Residents – Laura Schaffer

Ms. Schaffer advised meeting with Maintenance and reviewed what is needed for each neighborhood wing. A card reader access system and a doorbell were installed in the administrative offices. Updates on the cost to lock down doors are pending from Maintenance for each neighborhood wing. Chairperson Perrecone called for any discussion regarding best practices for security.

Review Medical Director's Responsibilities Policy and the Current Medical Director's Contract – Laura Schaffer

Ms. Schaffer reported sharing the Medical Director's contract at the August meeting. The draft policy for the Medical Director's Responsibilities was reviewed with Board members.

- A discussion followed.

Discuss the Research by Facilities and Purchasing Department – Solar Power Options and Quotes for the Facility

Mr. Thompson reported meeting with the directors of Facilities and Purchasing. Purchasing has contacted Commonwealth Edison, and their outreach provider, Tony Garza, will conduct a solar energy feasibility assessment at no cost. The assessment will include the River Bluff facility, the 911 Center, and Animal Services, as these facilities are located next to River Bluff. Once finished, the study will be shared with the Board members, and a decision will be made on whether to proceed with an RFP for solar energy.

- A discussion followed.

Chairperson Perrecone called for any further discussion on solar power options.

Discussion Item – Administrators Report (Laura Schaffer)

1. Census

Ms. Doise reported the census currently reports 154 residents, including 126 on Medicaid, six on Medicare Part A, 22 with private pay, and 26 in hospice care (23 on Medicaid and 3 with Private Pay). Three residents were discharged home, there were three deaths, and nine residents were admitted.

Referrals

There is one admission pending. There were 33 referrals in August, with 9 of them being admitted and 18 being denied. Ms. Doise reviewed the denials. Six were accepted but were lost to competitors.

- A discussion followed.

Chairperson Perrecone called for any further discussion on admissions and denials.

- A discussion followed.

Quality Measures

Ms. Schaffer reviewed the facility's quality measures. A targeted process improvement plan has been implemented on the Dove unit to provide individualized care plans for patients who need them. No significant injuries occurred in August. Management has provided staff training and reintroduced the McGeer criteria, and with these measures, a downward trend is now evident.

- A discussion followed.

Staffing

Ms. Lewis reported that 21 new hires occurred in August, along with 13 terminations, resulting in a turnover rate of 5.5%. There are two open RN positions, and staffing for CNAs is full. Openings for housekeeping and dietary staff are available on an ongoing basis. Interviews were held for the Business Office Manager position, and the role has been filled with a start date of Wednesday, September 24.

- A discussion followed.

IDPH

There were no IDPH complaints in August; five resident grievances were filed, four of which came from a single resident.

Call Light Project

Ms. Schaffer advised that the call light replacement project began on August 25 and is on schedule.

Resident Activities

There were neighborhood parties in the Cardinal and Eagle neighborhoods with excellent family attendance and participation.

Nursing Home Compare Updates

There has been a temporary pause in the Nursing Home Compare updates. Regarding the CMS Five-Star Quality Rating System, the Department of Public Health has launched a new licensing system, which has been paused due to some issues and is expected to resume in October. The Department of Public Health has begun implementing fines for staffing guidelines. In the first quarter, there were none at River Bluff.

Chairman Perrecone asked if there were any questions or follow-up regarding Ms. Schaffer's Administrator's Report.

- A discussion followed.

Discussion Item – Financial Report (Steve Schultz)

1. Financial Statements (see attachment)

Mr. Schultz directed the board members to the first page (summary page) of the financial report and reviewed the report for July, which showed a mild improvement. Mr. Schultz reviewed the expense details for Supplies and Services.

- Discussion followed on the line items within July's report.

Chairman Perrecone called for any other questions regarding the financial report.

- Discussion followed on employee annual reviews and compensation increases.

Chairman Perrecone called for any further questions on the financial report.

Other Matters

- Ms. Schaeffer has asked the maintenance supervisor to have a tree service look at all the trees on the property that may need removal.
- The Board of Directors was established in 2023. A discussion took place regarding the terms of office for board members.

Adjournment

Chairman Perrecone called for a motion to adjourn the meeting.

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

Chairperson Perrecone called for a vote to adjourn the meeting.

The motion was passed by a unanimous voice vote.

Respectfully submitted,

Nancy K. Bleile
Executive Assistant

Public Comment Sign up
River Bluff Board of Directors
Tuesday, October 21, 2025, 3:00 PM

Speaker's Name

Subject of Comment

1. Mike Palmer, Resident of River Bluff	Excessive Call Light Wait Times and the Cameras
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2.

3.

4.

5.

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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, 2025 (Unaudited)

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (11-Month)	Variance with Budget Over (Under)	% of Budget (Target 91.7%)
Operating Revenues					
Intergovernmental	522,448	479,000	505,111		
Charges for Services, net of bad debt exp	17,964,135	18,588,715	17,523,173		
Other	17,287	3,567	2,383		
Total Operating Revenues	18,503,870	19,071,282	18,030,667	(1,040,615)	94.54%
Operating Expenses					
Personnel	11,239,121	14,072,610	12,138,326	(1,934,284)	86.25%
Personnel Chgs in LT Debt	(1,817,733)	-	-	-	
Supplies and services	8,292,213	6,382,599	6,080,343	(302,256)	95.26%
Depreciation	316,831	340,000	-	(340,000)	0.00%
Capital Outlay	-	-	94,116	94,116	0.00%
Total Operating Expenses	18,030,432	20,795,209	18,312,785	(2,482,424)	88.06%
Operating income (loss)	473,438	(1,723,927)	(282,118)	1,441,809	
Non-Operating Revenues(Expenses)					
Property Taxes	2,840,071	2,891,000	2,161,999	(729,001)	74.78%
Transfer from Other Funds	29,992	-	-	-	NA
Total Non-Operating Rev (Exp)	2,870,063	2,891,000	2,161,999	(729,001)	74.78%
Net increase (decrease) in net position	3,343,501	1,167,073	1,879,881	712,808	
Total net position, beginning of period	(3,610,585)		(267,084)		
Prior period adjustment	-	-	-		
Total net position, end of period	(267,084)		1,612,797		
RBNH Expenses Paid by County:					
Employer Share Payroll Taxes	526,681		779,666		
Employer Share IMRF	170,546		341,781		
Worker's Comp & Settlements	110,312		NA		
Total other RBNH expenses	807,539	-	1,121,447	-	-

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

For the Month Ended August 31, 2025 (Unaudited)

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (11-Month)	Variance with Budget Over (Under)	% of Budget (Target 91.7%)
Operating Revenues					
Intergovernmental					
Federal Matching Aid	216,249	100,000	97,834		
State Quality Improvement	112,181	125,000	56,720		
State CNA Incentive	191,248	250,000	346,332		
TIF revenue	2,770	4,000	4,225		
Total Intergovernmental	522,448	479,000	505,111	26,111	105.45%
Charges for Services					
Medicare	481,939	1,433,493	384,075		
Medicare-contractual allowance	853,148	-	701,034		
Medicaid	7,643,052	12,000,000	7,494,030		
Medicaid-contractual allowance	4,441,140	-	4,379,138		
Hospice	1,704,884	2,750,000	1,590,916		
Hospice-contractual allowance	922,155	-	863,149		
Insurance/Priv Pay	1,678,890	1,949,946	1,888,372		
Insurance-contractual allowance	(50,105)	-	(46,243)		
Ancillary revenue	473,924	695,276	408,542		
Other patient revenue	692	-	1,198		
Food charges	8,038	10,000	7,767		
Souvenir and other	-	-	-		
Total Charges for Services	18,157,757	18,838,715	17,671,978	(1,166,737)	93.81%
Less: Bad Debt Expense	(193,622)	(250,000)	(148,805)	101,195	59.52%
	17,964,135	18,588,715	17,523,173	(1,065,542)	94.27%
Other					
Uniform fees	28	-	-		
Donations	2,681	1,000	1,629		
Interest	5,136	-	-		
Other unclassified revenue	9,442	2,567	754		
Total Other	17,287	3,567	2,383	(1,184)	66.81%
Total Operating Revenues	18,503,870	19,071,282	18,030,667	(1,040,615)	94.54%

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

For the Month Ended August 31, 2025 (Unaudited)

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (11-Month)	Variance with Budget Over (Under)	% of Budget (Target 91.7%)
Personnel					
Admin & Business Office (70500)					
Regular Salaries	617,281	1,087,616	561,138	(526,478)	
Vacation Payouts	-	-	-	-	
Part-time Salaries	44,238	47,028	38,194	(8,834)	
Overtime	23,542	30,000	22,211	(7,789)	
Life Insurance	472	546	429	(117)	
Health Insurance	115,923	119,672	114,755	(4,917)	
Contingency	-	158,737	-	(158,737)	
Total Admin & Business Office	801,456	1,443,599	736,727	(706,872)	51.03%
Activities (71000)					
Regular Salaries	252,484	343,844	303,368	(40,476)	
Vacation Payouts	-	-	730	730	
Part-time Salaries	13,513	-	-	-	
Overtime	29,670	15,000	32,759	17,759	
Life Insurance	275	455	378	(77)	
Health Insurance	32,083	36,369	33,614	(2,755)	
Total Activities	328,025	395,668	370,849	(24,819)	93.73%
Social Services (71500)					
Regular Salaries	173,740	202,511	189,965	(12,546)	
Vacation Payouts	-	-	-	-	
Overtime	7,627	5,500	8,126	2,626	
Life Insurance	189	228	210	(18)	
Health Insurance	58,178	62,644	56,292	(6,352)	
Total Social Services	239,734	270,883	254,593	(16,290)	93.99%
Dietary (72020/72021/72023)					
Regular Salaries	755,015	994,735	754,762	(239,973)	
Vacation Payouts	2,305	-	1,225	1,225	
Part-time Salaries	51,895	60,000	43,764	(16,236)	
Overtime	73,793	65,918	81,194	15,276	
Life Insurance	998	1,049	946	(103)	
Health Insurance	151,100	160,652	146,972	(13,680)	
Total Dietary	1,035,106	1,282,354	1,028,863	(253,491)	80.23%

	FY 2024 Actual <i>(Audited)</i>	FY 2025 Revised Annual Budget	FY 2025 Actual <i>(11-Month)</i>	Variance with Budget <i>Over (Under)</i>	% of Budget <i>(Target 91.7%)</i>
Daily Services (72500/72530/72532)					
Regular Salaries	4,407,506	6,534,969	5,135,915	(1,399,054)	
Vacation Payouts	2,800	-	1,632	1,632	
Part-time Salaries	497,875	661,490	399,451	(262,039)	
Overtime	1,467,978	978,500	1,582,383	603,883	
Life Insurance	3,175	2,138	3,958	1,820	
Health Insurance	728,144	907,883	992,255	84,372	
Total Daily Services	7,107,478	9,084,980	8,115,594	(969,386)	89.33%
Housekeeping (73000)					
Regular Salaries	372,510	424,357	373,461	(50,896)	
Vacation Payouts	1,011	-	294	294	
Part-time Salaries	17,890	-	712	712	
Overtime	57,804	45,000	50,895	5,895	
Life Insurance	500	455	462	7	
Health Insurance	55,721	72,467	69,414	(3,053)	
Total Housekeeping	505,436	542,279	495,238	(47,041)	91.33%
Laundry (73500)					
Regular Salaries	53,650	58,500	56,239	(2,261)	
Overtime	5,377	5,000	7,771	2,771	
Life Insurance	33	91	42	(49)	
Health Insurance	9,214	10,329	9,282	(1,047)	
Total Laundry	68,274	73,920	73,334	(586)	99.21%
Nursing Admin (74000)					
Regular Salaries	922,379	781,245	855,968	74,723	
Vacation Payouts	-	-	-	-	
Part-time Salaries	47,049	-	45,379		
Overtime	7,955	10,000	12,251	2,251	
Life Insurance	380	455	340	(115)	
Health Insurance	175,849	187,227	149,190	(38,037)	
Total Nursing Admin	1,153,612	978,927	1,063,128	38,822	108.60%
Change in Pension Estimate	(1,808,295)				
Change in OPEB Estimate	(9,438)				
Total Personnel	9,421,388	14,072,610	12,138,326	(1,979,663)	86.25%

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

For the Month Ended August 31, 2025 (Unaudited)

	FY 2024 Actual (Audited)	FY 2025 Revised Annual Budget	FY 2025 Actual (11-Month)	Variance with Budget Over (Under)	% of Budget (Target 91.7%)
Supplies & Services					
Food & Beverage (42250)	877,482	937,700	856,874		
Medical & Dental Supplies (42260)	519,481	525,500	483,336		
Other Departmental Supplies (42290)	782,261	202,800	209,735		
Consulting (43120-see detail below)	670,690	658,758	557,502		
IDHS Bed Assessments (43952/43953)	336,188	550,000	358,554		
Other Professional Services (43190 see detail below)	2,907,191	549,200	1,240,284		
All Others	2,198,920	2,958,641	2,374,058		
	8,292,213	6,382,599	6,080,343	(302,256)	95.26%
Consulting (43120)					
Administration (70500)	35,975	56,000	36,846		
Activity Consulting (71000)	3,378	3,456	2,830		
Social Svc Consulting (71500)	1,024	1,152	984		
Dietary Consulting (72000)	35,531	47,000	35,890		
Medical Records Consulting (72500)	-	-	-		
Therapy/Rehab (72533:72535)	574,382	530,000	462,252		
Medical Director (72539)	17,400	17,400	15,950		
Pastoral Care (72540)	3,000	3,750	2,750		
Nursing Admin (74000)	-	-	-		
	670,690	658,758	557,502	(101,256)	84.63%
Other Professional Services (43190)					
Activities (71000)	5,600	9,600	11,572		
Background Checks (70500)	-	-	18,574		
Nursing Temps (72500)	2,892,466	503,500	1,204,942		
Other	9,125	36,100	5,196		
	2,907,191	549,200	1,240,284	691,084	225.83%

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

For the Month Ended August 31, 2025 (Unaudited)

	FY 2024 Actual (Audited)	FY 2025 Actual	Variance with Prior Year Over (Under)
Current assets			
Cash and investments	-	-	-
Receivables, net property taxes	2,972,018	1,090,666	(1,881,352)
Receivables, net patient	3,730,902	3,629,744	(101,158)
Receivable from other governments	4,225	-	(4,225)
Inventory	118,730	118,730	-
Prepaid expenses	30,800	31,402	602
Total current assets	6,856,675	4,870,542	(1,986,133)
Noncurrent assets			
Restricted cash and investments	146,199	139,906	(6,293)
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	-
Total noncurrent assets	4,161,142	4,154,849	(6,293)
Total assets	11,017,817	9,025,391	(1,992,426)
Deferred outflows of resources			
Other post-employment benefit items	147,354	147,354	-
Pension items-IMRF	3,993,472	4,161,206	167,734
Total deferred outflows of resources	4,140,826	4,308,560	167,734
Total asset and deferred outflows of resources	15,158,643	13,333,951	(1,824,692)
Current liabilities			
Accounts payable	2,667,200	2,281,491	(385,709)
Accrued payroll	441,390	441,390	-
Payable to other governments	34,482	34,482	-
Other deferred revenue	-	-	-
Total current liabilities	3,143,072	2,757,363	(385,709)
Noncurrent liabilities			
Compensated absences	251,102	251,102	-
Advances from other funds	8,310,622	6,977,698	(1,332,924)
Net pension liability	-	-	-
Other post-employment benefit obligation	678,311	678,311	-
Total noncurrent liabilities	9,240,035	7,907,111	(1,332,924)
Total liabilities	12,383,107	10,664,474	(1,718,633)
Deferred inflows of resources			
Property taxes levied for next period	2,871,472	717,796	(2,153,676)
Other post-employment benefit items	157,487	157,487	-
Pension items - IMRF	13,661	181,397	167,736
Total deferred inflows of resources	3,042,620	1,056,680	(1,985,940)
Total liabilities and deferred inflows of resources	15,425,727	11,721,154	(3,704,573)
Net position			
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	139,906	(6,293)
Unrestricted	(4,428,226)	(2,542,052)	1,886,174
Total net position	(267,084)	1,612,797	1,879,881
Total liabilities, deferred inflows and net position	15,158,643	13,333,951	(1,824,692)

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