

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

Tuesday, November 18, 2025
3:00 PM

Present:

Frank Perrecone, Chairperson
Bernice Marinelli, Vice Chairperson
John Butitta
Jay Ferraro
Teresa Gobeli
Lowell Ingram
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
Jim Knutson

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of October 21, 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 that 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
- F. Discussion Item – Financial Report (Steve Schultz)
 1. Financial Statements (see attachment)
- G. Other Matters
- H. Next Meeting – Tuesday, December 16, 2025, 3:00 pm, Finch Room at River Bluff Health and Rehabilitation
- 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. Butitta, yes; Mr. Ferraro, yes; Ms. Gobeli, yes; Ms. Marinelli, yes; Mr. Nieman, yes; Mr. Ingram, yes.

A quorum is present.

Approval of October 21, 2025 Minutes

Chairperson Perrecone called for a motion to approve the minutes of October 21, 2025.

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

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 because no one was present to speak.

Discussion Item – Administrators Report (Laura Schaffer)

1. Census

Ms. Doise reported that the current average census is 153 residents, with 6 new admissions: 122 on Medicaid, 8 on Medicare Part A, 23 on private pay, and 22 in hospice care, including 18 on Medicaid and 3 on private pay.

Admission and Referrals

Six admissions are pending. There were six admissions; four were lost, and ten were denied. Ms. Doise reviewed the denials and losses.

- A discussion followed.

Staffing

Ms. Lewis reported that 11 new hires were added in October, along with 12 terminations, resulting in a turnover rate of 6.7%. There are openings for two PM Shift Nurses, two housekeeping staff positions, one dietary staff position, and the Reimbursement Specialist position.

- A discussion followed.

Call Light Project

Ms. Schaffer advised that the call light replacement project is progressing well, on schedule, and ahead of plan. An update was provided on the locations that have been completed.

- A discussion followed.

Agency Usage

Agency utilization decreased for the month. Currently, agencies are primarily engaged for nursing positions with irregular shifts. As the year-end approaches, several nursing staff members intend to take personal leave. Agency usage is expected to increase in December and could continue into January 2026.

Resident Activities

Preparations are underway for the holiday celebrations. The Giving Tree is set up to buy gifts for all residents. Collins Aerospace has once again donated gifts for each resident this year. A thank you will be sent to them for their generosity.

Assisted Living Magazine

Ms. Schaffer is working with Assisted Living Magazine, an online publication for elderly care and assisted living, which contacted River Bluff to participate in its Award for Excellence in Skilled Care.

Ms. Schaffer stated that Assisted Living should be a focus in the upcoming year to increase the census.

Discharges/Grievances

Ms. Schaffer reviewed discharges and grievances in October.

- A discussion followed.

IDPH

There were two IDPH complaint surveys in October with no findings or violations.

- A discussion followed.

Quality Measures

Ms. Schaffer reviewed the facility's quality measures. There were no significant injuries reported.

- A discussion followed.

Ms. Schaffer explained resident-paid days and will present a monthly graph at the December meeting with a projection based on the census goals.

- A discussion followed.

CMS Star Rating

Ms. Schaffer discussed the CMS star rating and past performance.

- A discussion followed.

Annual Report

Ms. Schaffer suggested preparing an annual fiscal year-end report for 2025 to present in December and discussing 2026 goals based on performance, with possible adjustments to those goals.

Additionally, efforts to lobby politically and build relationships with assisted living providers should be considered.

Ms. Schaffer reported that the organization has contracted with Plante Moran to prepare cost reports.

- A discussion followed.

End-of-Life Legislation

The Illinois legislature recently passed the End-of-Life Options for Terminally Ill Patients Act. The recommendation is to review the legislation's impact on the organization, gather input from nursing home trade associations, and consider developing an Ethics Statement.

- A discussion followed.

Food Costs

Ms. Schaffer provided a detailed breakdown of food cost expenditures and delivered an annual month-by-month report, showing costs per meal for each resident.

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

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 September financial report, which shows year-to-date performance through September but not the final numbers. Mr. Schultz discussed improvements and progress throughout the year and reviewed the year-end procedures for the final report. Mr. Schultz praised the River Bluff staff for their work during the year.

- A discussion followed.

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

- A discussion followed.

Other Matters

- Reminder – From January through March 2026, meetings will be held at 1:30 pm, in the Winnebago County Administration building in Room 510.
- Commonwealth Edison Assessment – The Facilities and Purchasing Directors are evaluating the findings. Assessments to be provided to Board members. The Assessment will be added to a future Board meeting.
- Facility Tour – Plans are to tour the facility at 2:00 pm before the December 16 meeting. If a board member cannot attend, a private tour can be arranged.

Next Meeting

The next meeting is Tuesday, December 16, 2025, at 3:00 pm in the Finch Room at River Bluff Health and Rehabilitation.

Adjournment

Chairman Perrecone called for a motion to adjourn the meeting.

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

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