UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal Services Fund

January 1, 2021– December 31, 2021

THE LAW OFFICES OF
Regan Associates,
CHARTERED

February 22, 2022

Trustees
UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal Services Fund
911 Ridgebrook Road
Sparks, Maryland 21152

Greetings:

Attached is the 2021 Annual Utilization Report for UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal Services Fund, hereinafter the "Plan" During this Plan year, 483 households opened 627 new matters.

This report summarizes the legal services furnished to Plan participants and provides a statistical breakdown of:

- *The total number of Plan cases by area of law and as a percentage of the total Plan cases.*
- *The total number of attorney hours devoted to Plan cases on an annual basis.*
- *The total number of legal assistant hours devoted to Plan cases on an annual basis.*
- *Annual comparative data.*

In the 2021 Plan year, our firm opened 627 cases with the number of eligible participants for the same period averaging 4016. This reflects member utilization of 16%. During this same period, our firm provided 6,048.87[1] attorney hours and Fund contributions totaled $807,219.16. By dividing the total number of attorney hours into the total Plan year contributions, we have calculated that the effective hourly rate for services received by the Plan participants was $133.44

If the Plan or its participants were to pay the market rate for legal services received in the Plan year, and using the market rate in the Washington, D.C. Metropolitan area of $450.00[2] per hour for attorney time, the cost would have been $2,721,991.50 instead of $807,219.16. This difference represents ***a savings to the Plan and its participants of $1,914,772.34***

[1] Legal assistant hours are valued at 50 percent of attorney hours.
[2] The $450.00 rate represents the average blended attorney rate for District of Columbia, Maryland and Virginia according to the United States Consumer Law Survey Report 2015-2016 Attorney Fee Survey Report (pages 52, 82, 150), Ronald L. Burdge, Esq.

Reply to:

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Washington, D.C. 20001
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Employees with a legal plan lose less time from work and are better able to concentrate on their jobs because their legal plan lawyer is giving them legal advice, defending their rights, and providing reasonable solutions to their problems. Equally important, the Plan lawyer is taking care of time-consuming telephone calls, correspondence and negotiating sessions, and eliminating the clients' unnecessary presence at court appearances. This results in the employees losing less time from work and allows them to function more effectively when at work on company time.

We look forward to continue to provide high quality and cost effective legal services to the Plan, its participants, and their families.

Respectfully Submitted,

REGAN ASSOCIATES, CHARTERED

PAUL K. REGAN
Attorney at Law

Regan Associates, Chartered

UNITE HERE Local 25 and Hotel Association of
Washington, D.C.
Group Legal Services Fund

PERCENT OF TOTAL PLAN CASES

January 01, 2021 - December 31, 2021

TYPE OF CASE	TOTAL PLAN CASES	PERCENT OF TOTAL
Immigration	125	19.9 %
Consumer	121	19.3 %
Family Law	116	18.5 %
Wills	57	9.1 %
Criminal	44	7.0 %
Negligence	37	5.9 %
Landlord/Tenant	29	4.6 %
Administrative Law	23	3.7 %
General Consultation	19	3.0 %
Traffic	18	2.9 %
Real Estate	17	2.7 %
Bankruptcy	16	2.6 %
Probate	4	0.6 %
Juvenile	1	0.2 %
Total	627	100%

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UNITE HERE Local 25 and Hotel Association of Washington, D.C.
Group Legal Services Fund

ATTORNEY HOURS BY AREA OF LAW

January 01, 2021 - December 31, 2021

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Family Law	2135.80	35.77 %
Immigration	1526.32	25.57 %
Consumer	646.32	10.83 %
Bankruptcy	411.24	6.89 %
Criminal	375.14	6.28 %
Wills	357.56	5.99 %
Landlord/Tenant	175.58	2.94 %
Negligence	149.79	2.51 %
Real Estate	78.67	1.32 %
Traffic	40.11	0.67 %
Probate	28.38	0.48 %
General Consultation	22.52	0.38 %
Administrative Law	20.36	0.34 %
Juvenile	2.47	0.04 %
Total	5,970.27	100%

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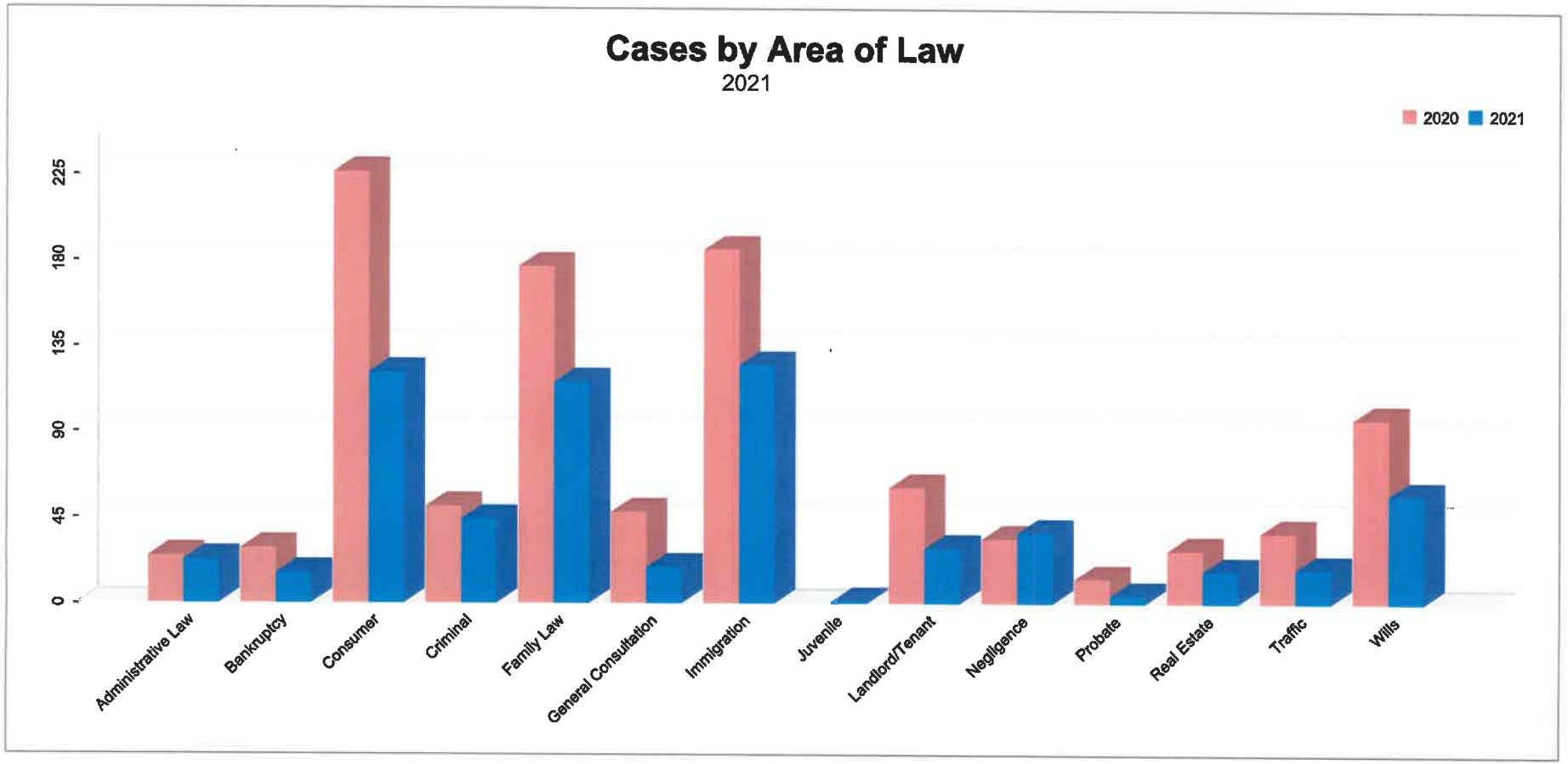
UNITE HERE Local 25 and Hotel Association of Washington, D.C.
Group Legal Services Fund

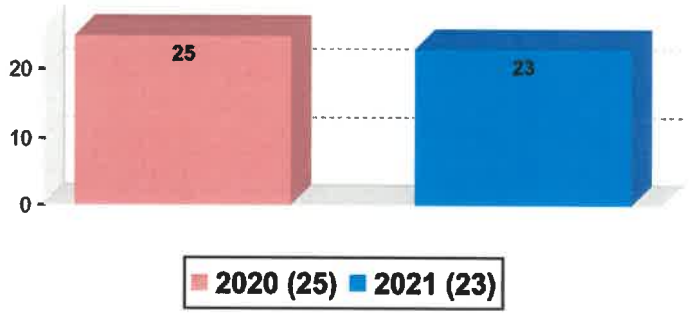
LEGAL ASSISTANT HOURS BY AREA OF LAW

January 01, 2021 - December 31, 2021

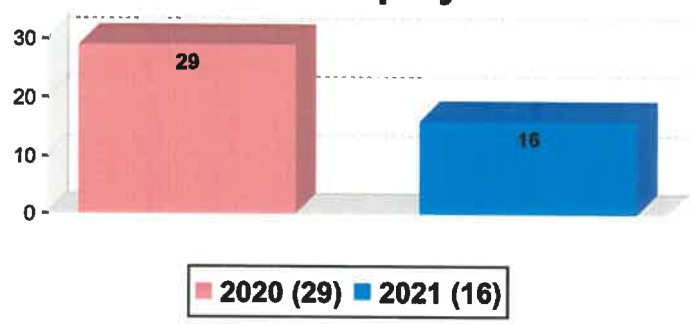
TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Immigration	31.25	19.9 %
Consumer	29.92	19.0 %
Family Law	28.75	18.3 %
Wills	14.5	9.2 %
Criminal	11.76	7.5 %
Negligence	9.25	5.9 %
Landlord/Tenant	7.5	4.8 %
Administrative Law	5.75	3.7 %
General Consultation	4.75	3.0 %
Real Estate	4.25	2.7 %
Traffic	4.25	2.7 %
Bankruptcy	4.01	2.6 %
Probate	1.0	0.6 %
Juvenile	0.25	0.2 %
Total	157.19	100%


Cases by Area of Law
2021
2020
2021
0
45
90
135
180
225
Administrative Law
Bankruptcy
Consumer
Criminal
Family Law
General Consultation
Immigration
Juvenile
Landlord/Tenant
Negligence
Probate
Real Estate
Traffic
Wills

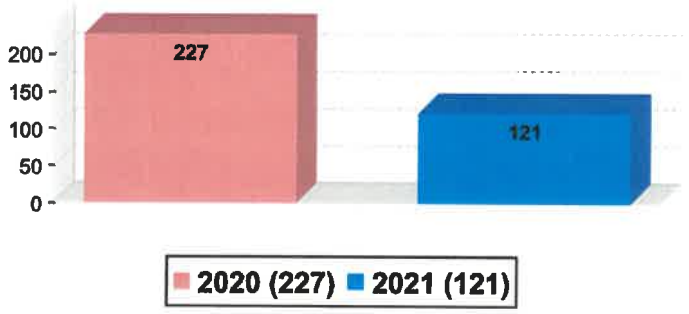
Administrative Law



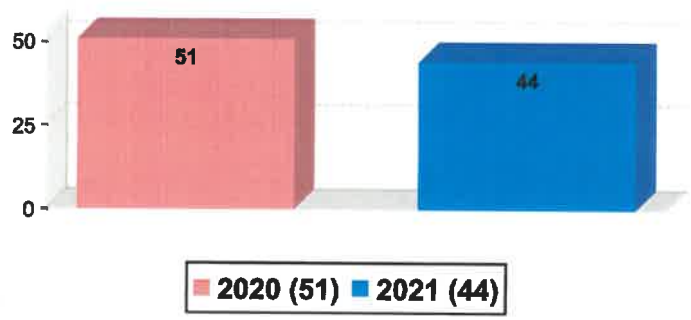
Bankruptcy



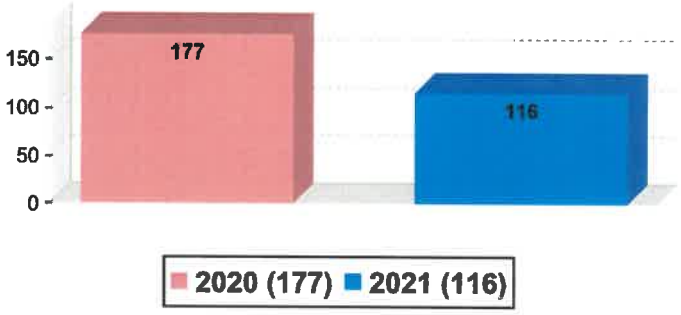
Consumer



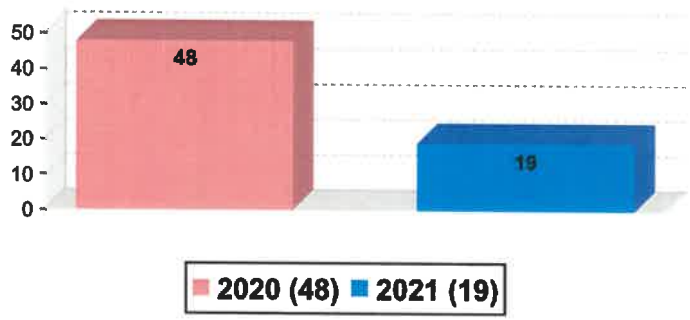
Criminal



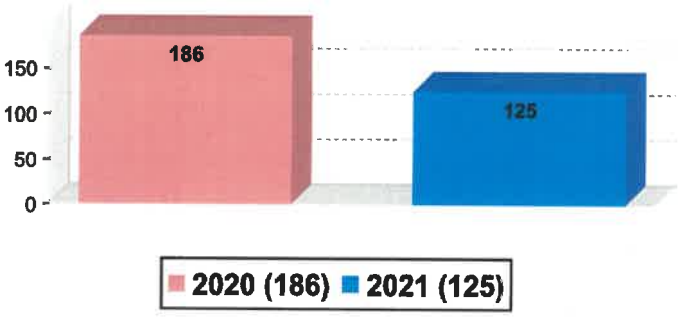
Family Law



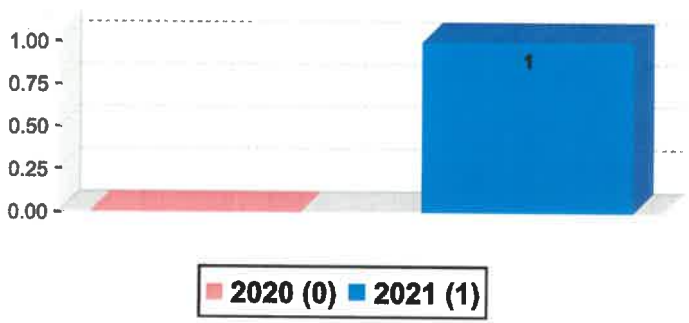
General Consultation



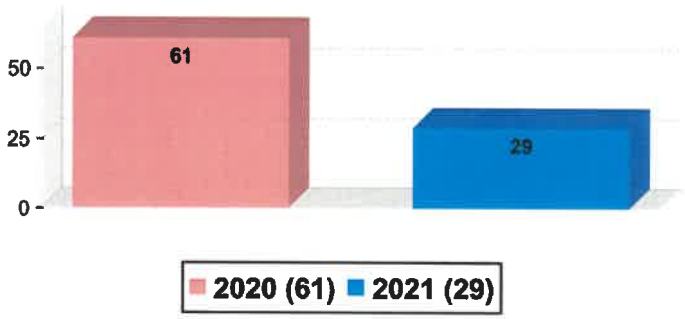
Immigration



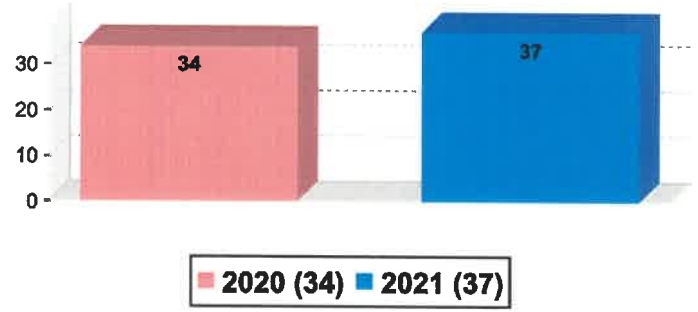
Juvenile



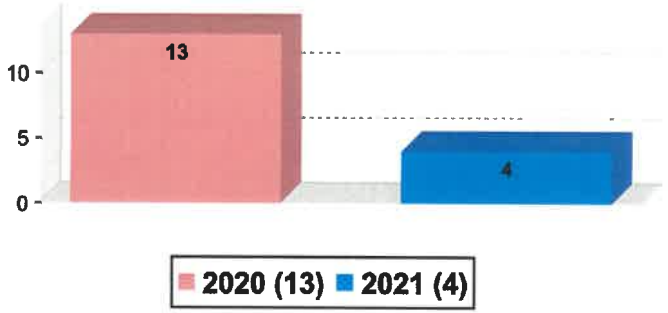
Landlord/Tenant



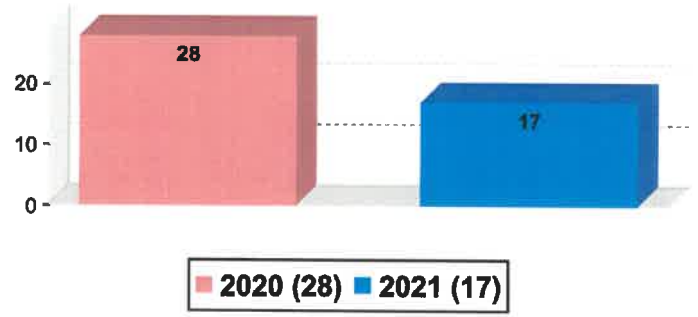
Negligence

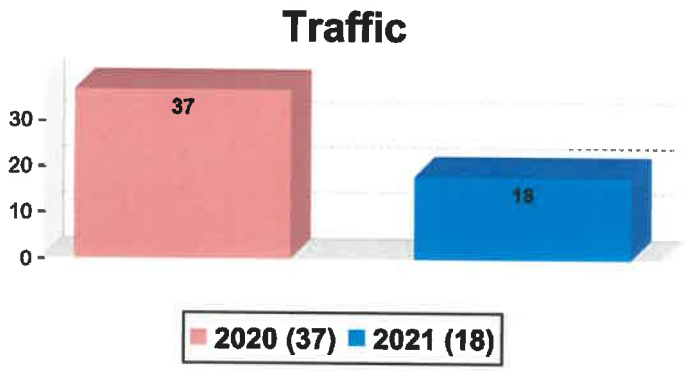


Probate

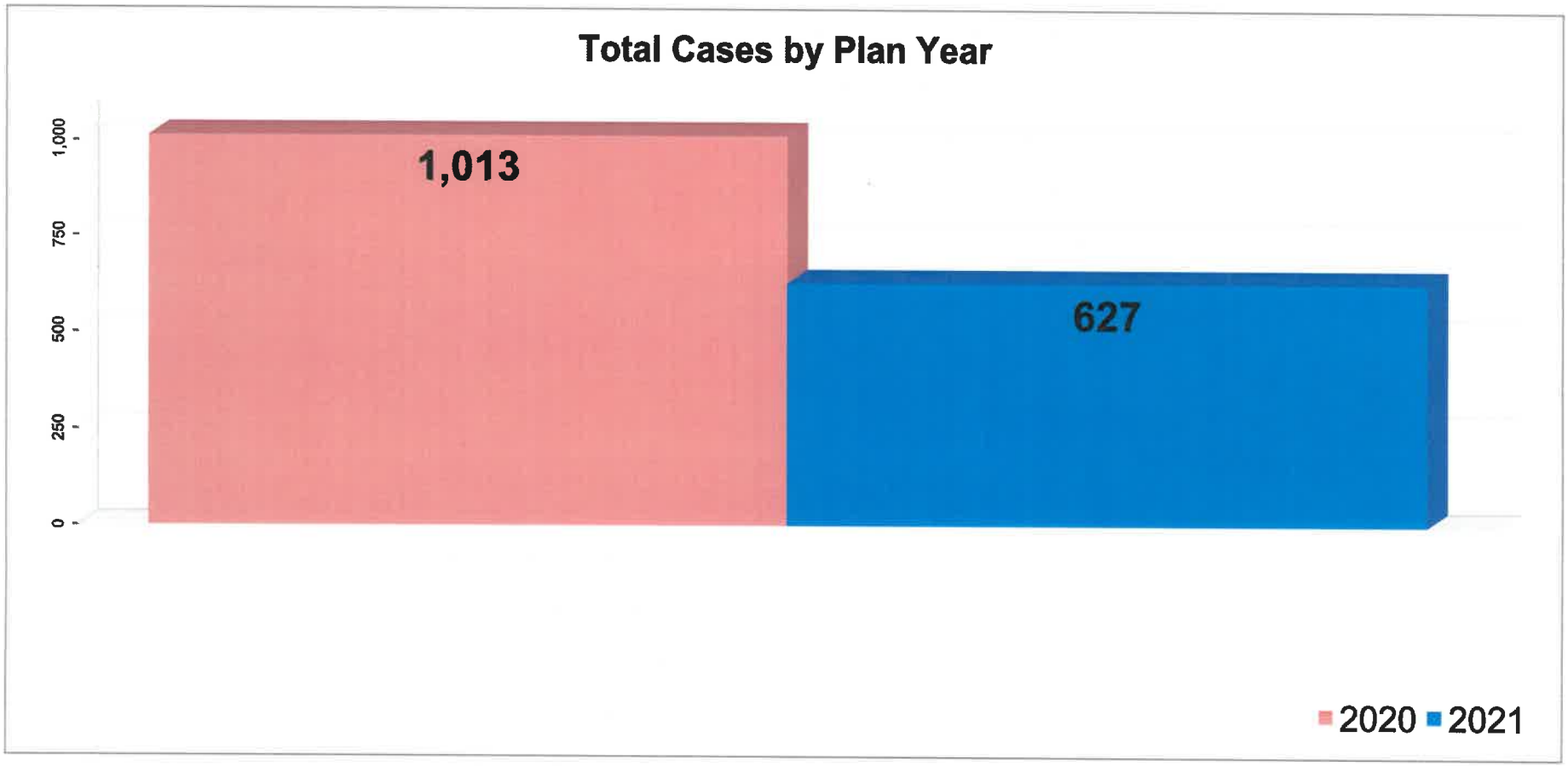


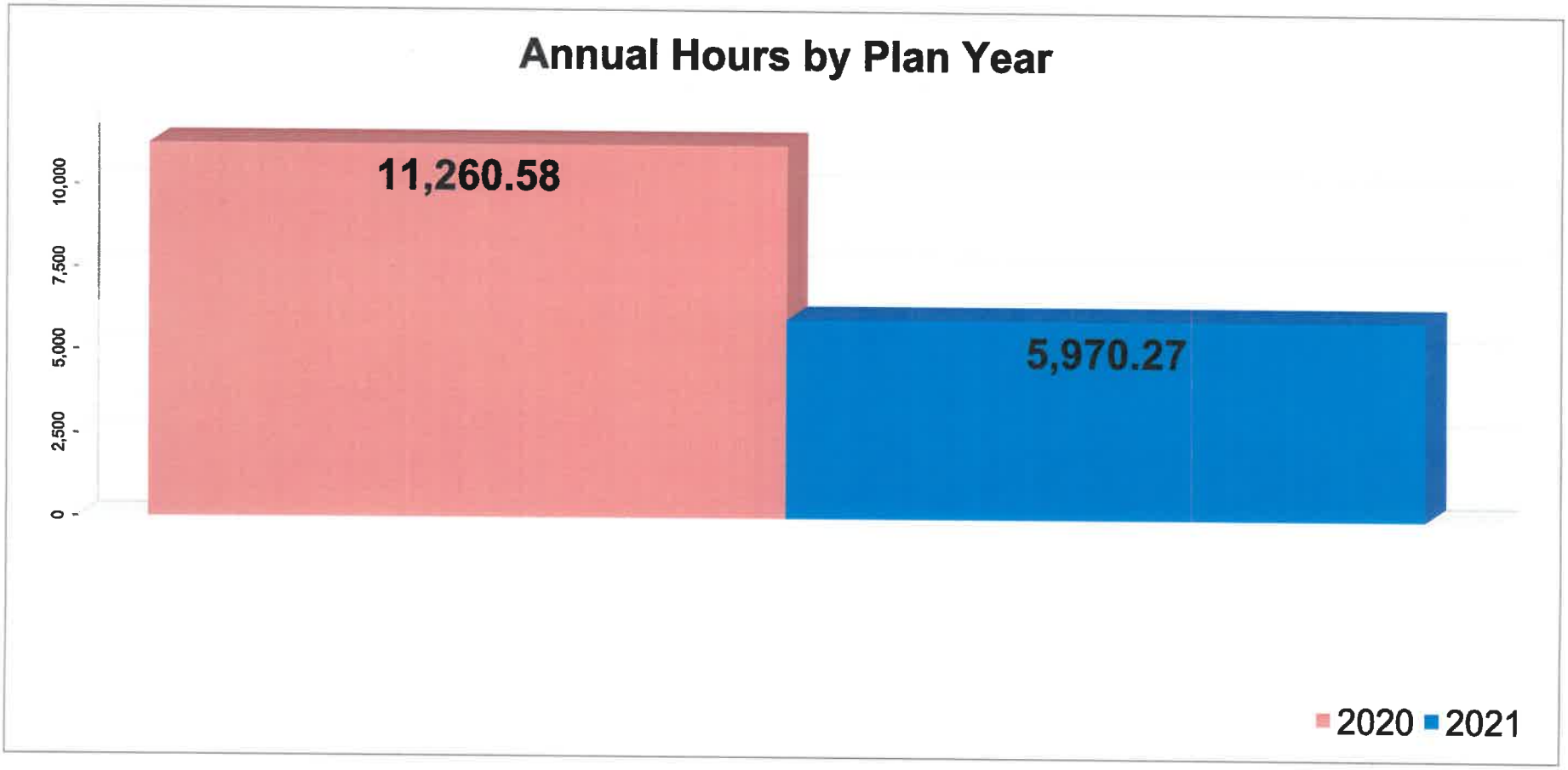
Real Estate

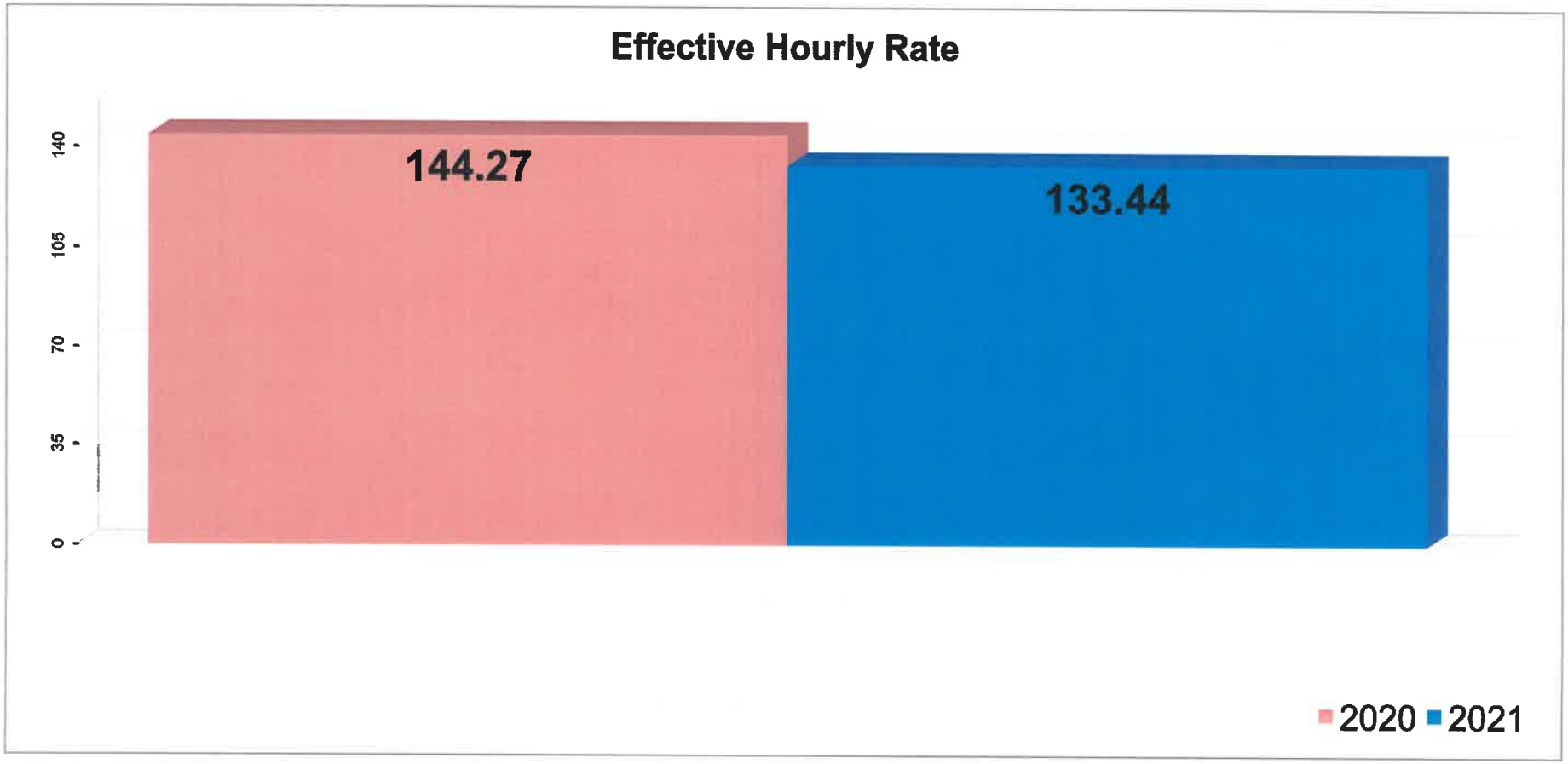


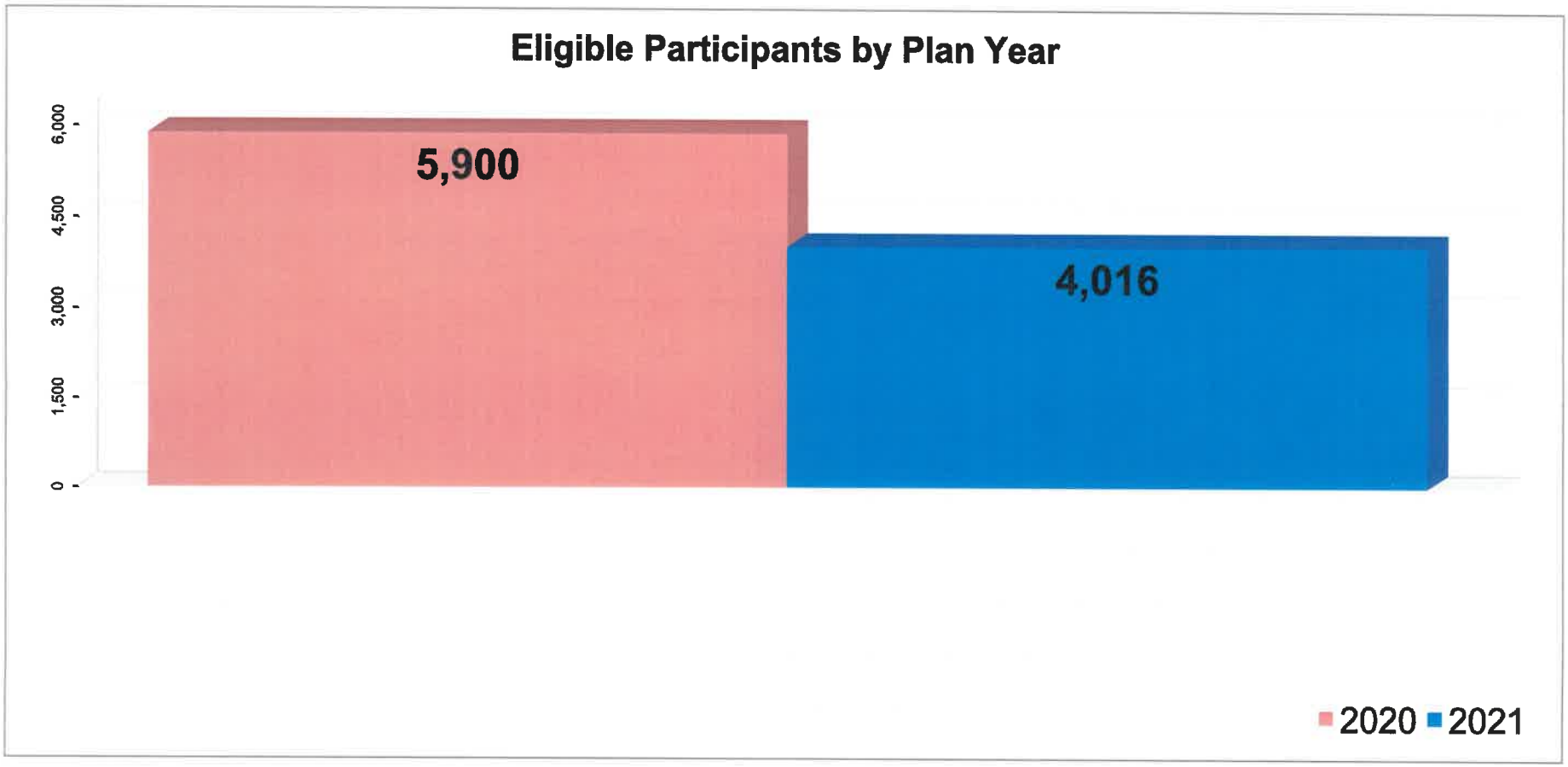

Traffic
30
20
10
0
37
18
2020 (37)
2021 (18)

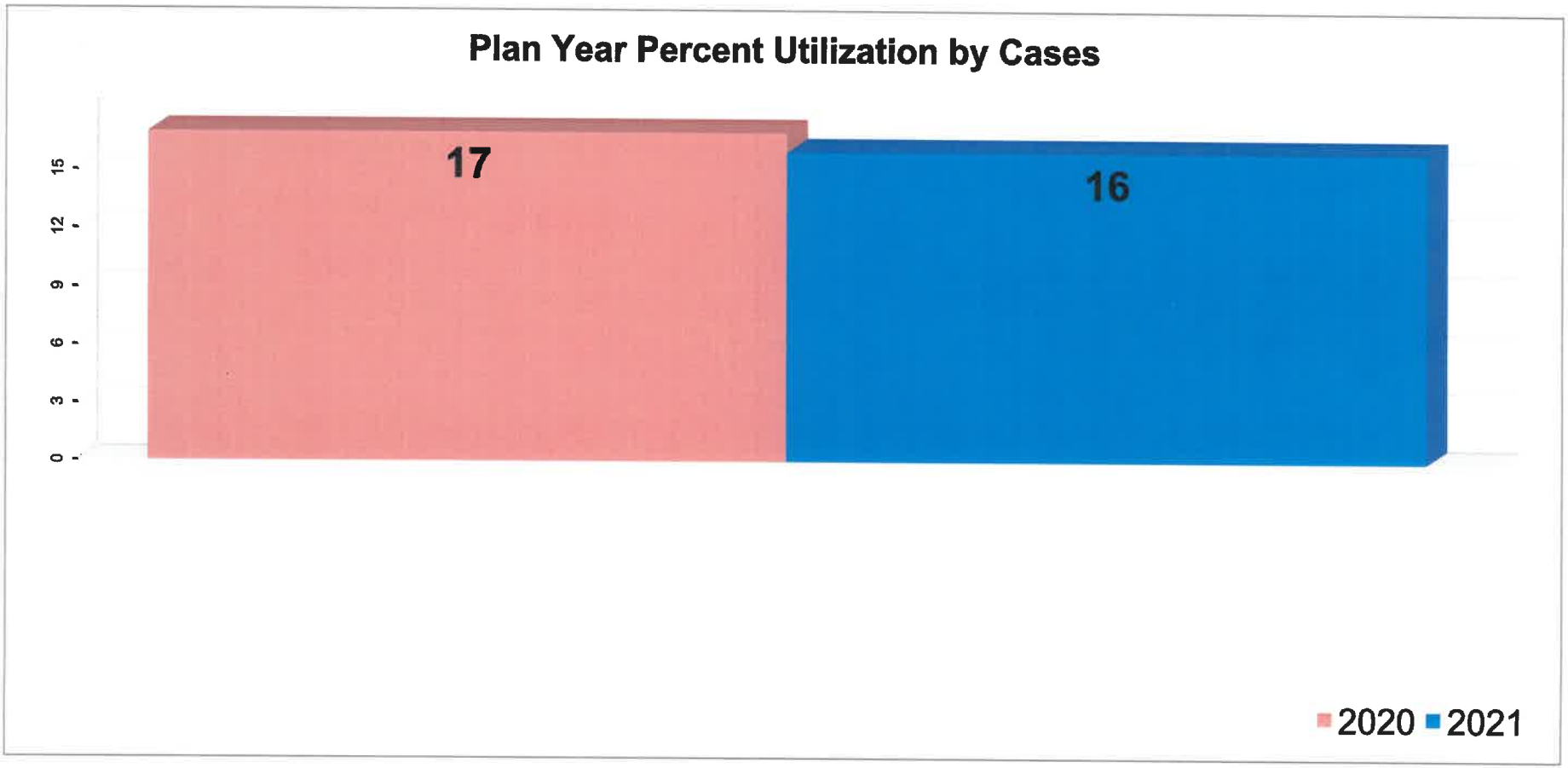
Wills
100
75
50
25
0
97
57
2020 (97)
2021 (57)

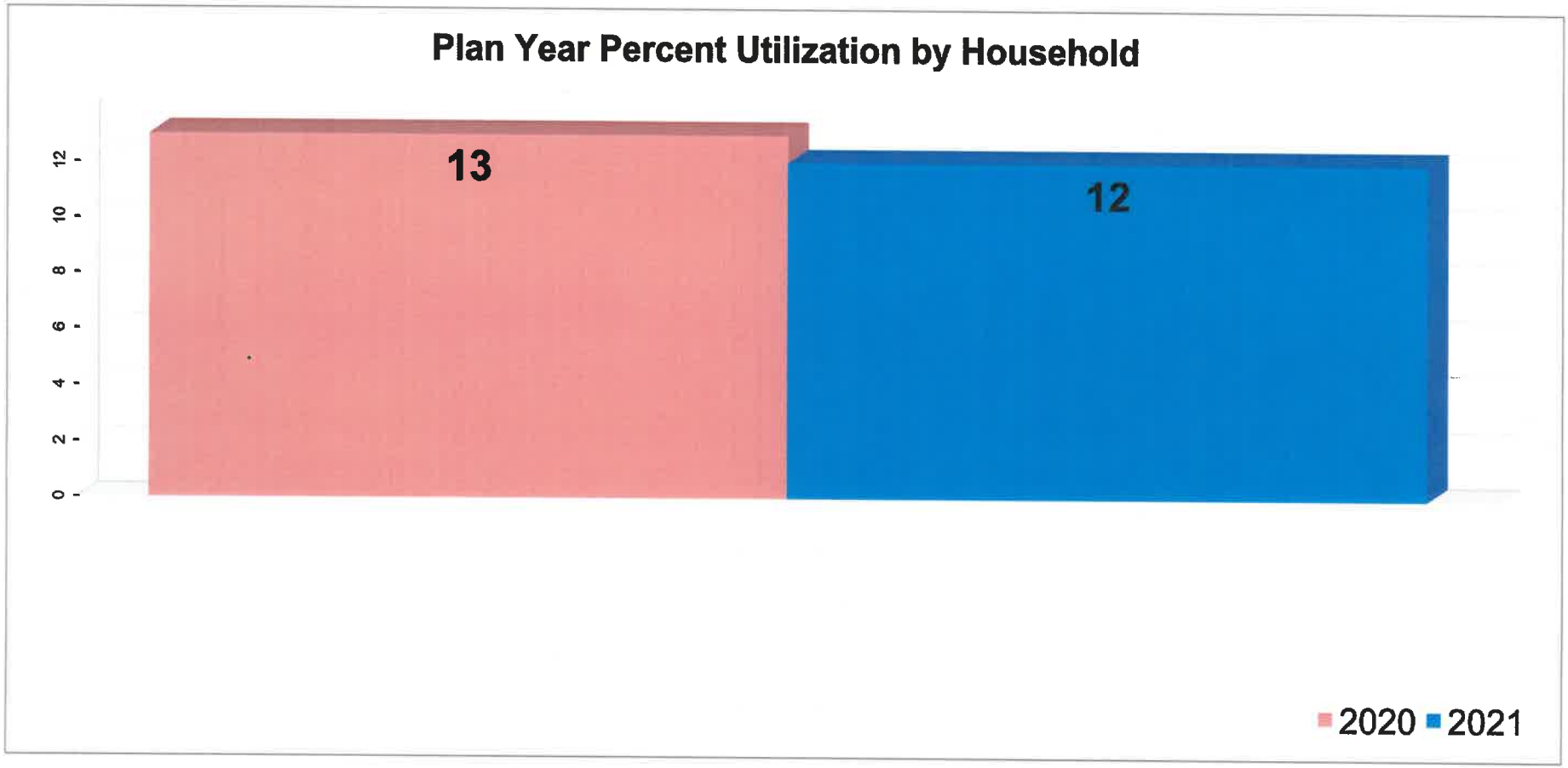

Total Cases by Plan Year
1,000
750
500
250
0
1,013
627
2020
2021


Annual Hours by Plan Year
11,260.58
5,970.27
0
2,500
5,000
7,500
10,000
2020
2021


Effective Hourly Rate
144.27
133.44
140
105
70
35
0
2020
2021


Eligible Participants by Plan Year
6,000
4,500
3,000
1,500
0
5,900
4,016
2020
2021


Plan Year Percent Utilization by Cases
0
3
6
9
12
15
17
16
2020
2021


Plan Year Percent Utilization by Household
13
12
0
2
4
6
8
10
12
2020
2021

Time Keeping Policies and Purposes

Attorneys and other staff working at our firm record their time. This is done for multiple purposes: to ensure that clients obtain quality service, to enable firm management to track productivity and work effort, to facilitate pricing and contract proposals, and to provide data so that we can furnish the funds who hire us with reports such as these.

We record attorney time for any task at a minimum of .25 hours. For tasks that exceed .25 hours any time under eight minutes past the quarter hour mark is rounded down, and any time over eight minutes past the quarter hour mark is rounded up to the next .25 interval. Except as otherwise agreed, we do not use time records for billing funds or clients.

Firm management reviews attorney work product, investigates questions about service from the clients or their representatives, prepares trustee reports, and attends trustee meetings and other events at the request of the trustees, the union or the employer. Such management time may be recorded to the individual matter to which it pertains or may be allocated to the fund account and distributed on a pro rata basis by subject matter. For simplicity of reporting, all time is reported as attorney time. Legal assistant time is reduced by 50% and then recorded as attorney time.

We periodically review and revise our time keeping and recording practices and make adjustments as necessary to achieve consistency with the standards and practices reflected above. We are available to answer any questions that you may have regarding the above.