

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

January 1, 2020 – December 31, 2020

March 12, 2021

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 2020 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, 778 households opened 1011 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 2020 Plan year, our firm opened 1011 cases with the number of eligible participants for the same period averaging 5900. This reflects member utilization of 17%. During this same period, our firm provided 11,383.00¹ attorney hours and Fund contributions totaled \$1,642,224.44. 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 \$144.27

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 \$450.00² per hour for attorney time, the cost would have been \$5,122,350.00 instead of \$1,642,224.44. This difference represents **a savings to the Plan and its participants of \$3,480,125.56**

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.

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Services Fund
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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, 2020 - December 31, 2020

TYPE OF CASE	TOTAL PLAN CASES	PERCENT OF TOTAL
Consumer	225	22.3 %
Immigration	186	18.4 %
Family Law	176	17.4 %
Wills	97	9.6 %
Landlord/Tenant	61	6.0 %
Criminal	51	5.0 %
General Consultation	49	4.8 %
Traffic	37	3.7 %
Negligence	34	3.4 %
Bankruptcy	29	2.9 %
Real Estate	28	2.8 %
Administrative Law	25	2.5 %
Probate	13	1.3 %
Total	1011	100%

Regan Associates, Chartered

UNITE HERE Local 25 and Hotel Association of
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Group Legal Services Fund

ATTORNEY HOURS BY AREA OF LAW

January 01, 2020 - December 31, 2020

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Family Law	3685.81	32.74 %
Immigration	2192.60	19.48 %
Consumer	1380.54	12.26 %
Criminal	1014.51	9.01 %
Bankruptcy	696.40	6.19 %
Real Estate	581.48	5.17 %
Wills	542.85	4.82 %
Traffic	334.38	2.97 %
Landlord/Tenant	247.12	2.20 %
Negligence	235.65	2.09 %
Probate	186.56	1.66 %
Administrative Law	91.28	0.81 %
General Consultation	67.89	0.60 %
Total	11,257.08	100%

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LEGAL ASSISTANT HOURS BY AREA OF LAW

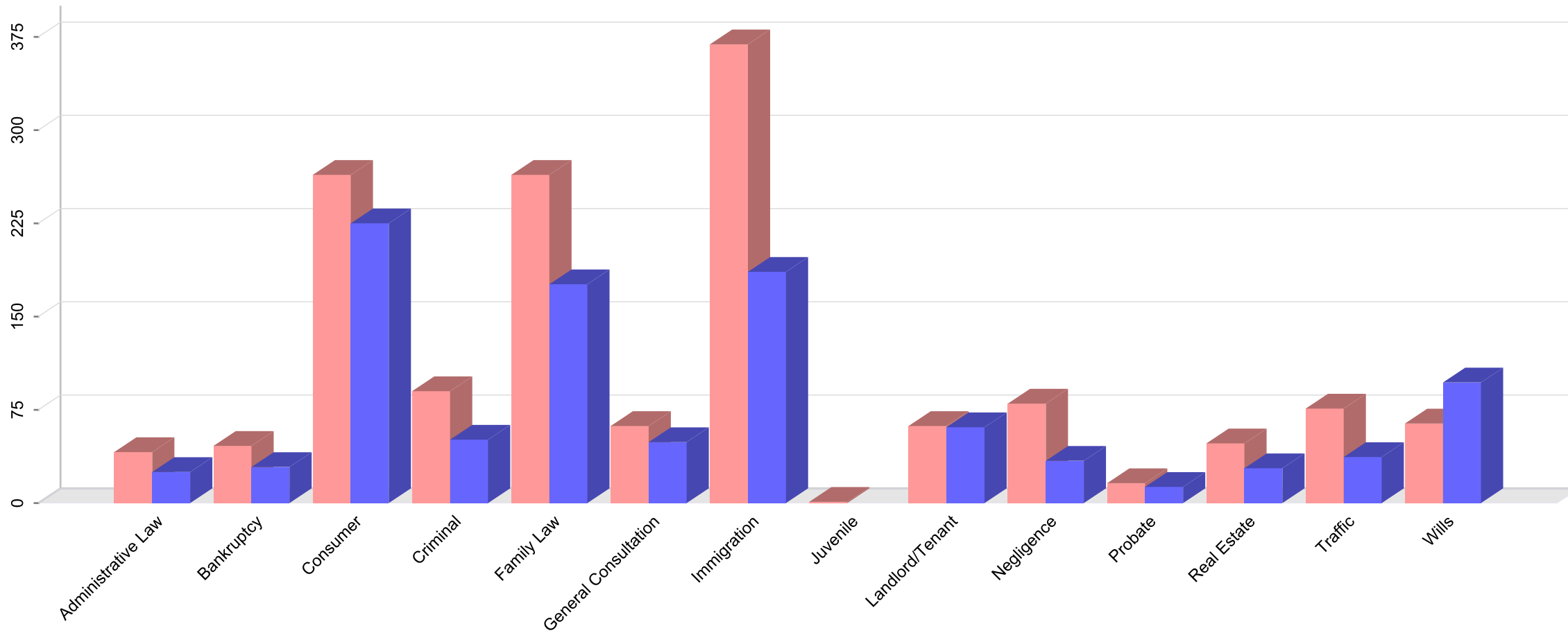
January 01, 2020 - December 31, 2020

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Consumer	55.54	22.1 %
Immigration	46.28	18.4 %
Family Law	44.0	17.5 %
Wills	24.25	9.6 %
Landlord/Tenant	15.26	6.1 %
Criminal	13.0	5.2 %
General Consultation	12.25	4.9 %
Traffic	9.52	3.8 %
Negligence	8.5	3.4 %
Bankruptcy	7.0	2.8 %
Real Estate	7.0	2.8 %
Administrative Law	6.0	2.4 %
Probate	3.25	1.3 %
Total	251.85	100%

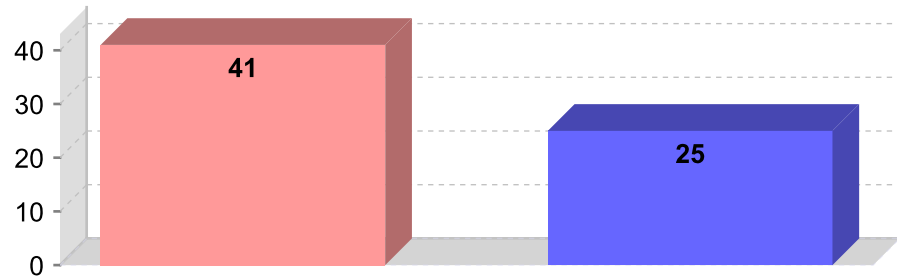
Cases by Area of Law

2020

2019 2020

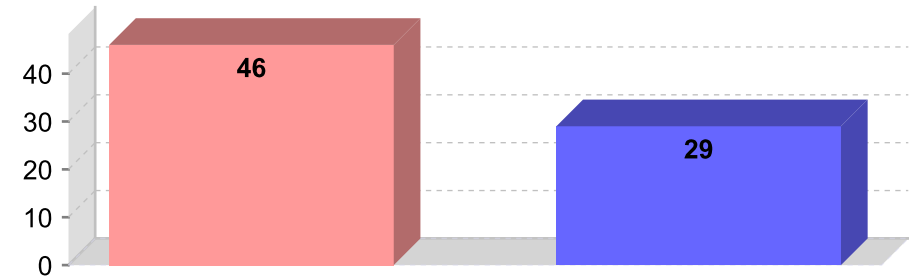


Administrative Law



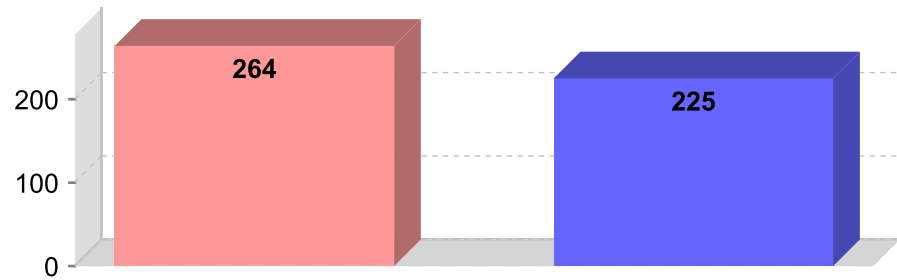
2019 (41) 2020 (25)

Bankruptcy



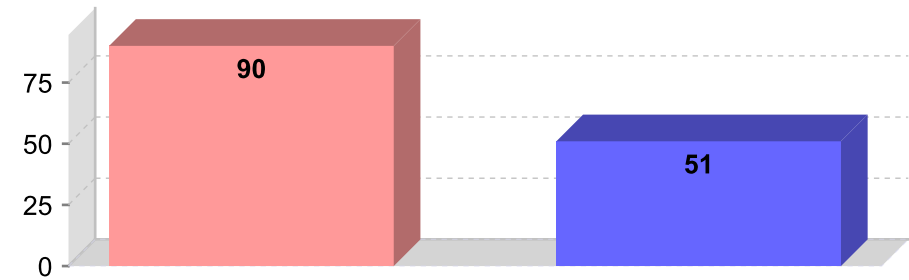
2019 (46) 2020 (29)

Consumer



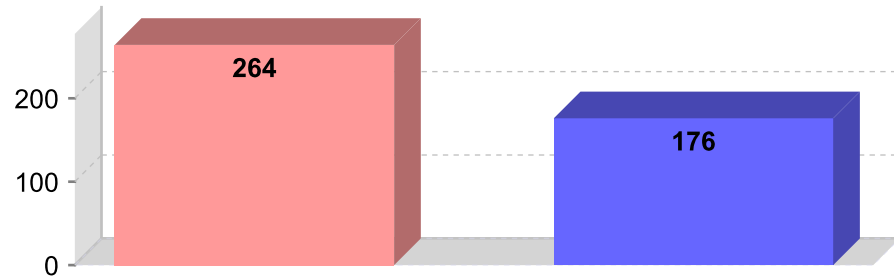
2019 (264) 2020 (225)

Criminal



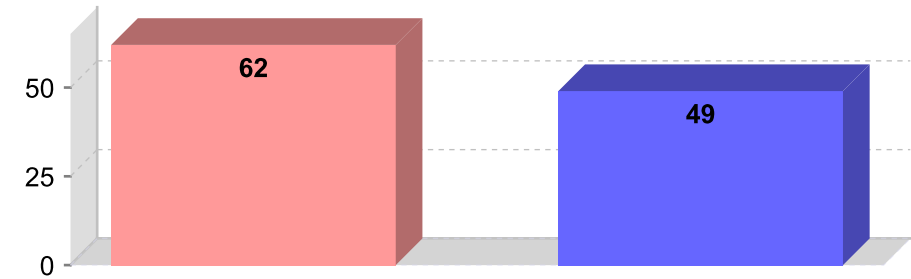
2019 (90) 2020 (51)

Family Law



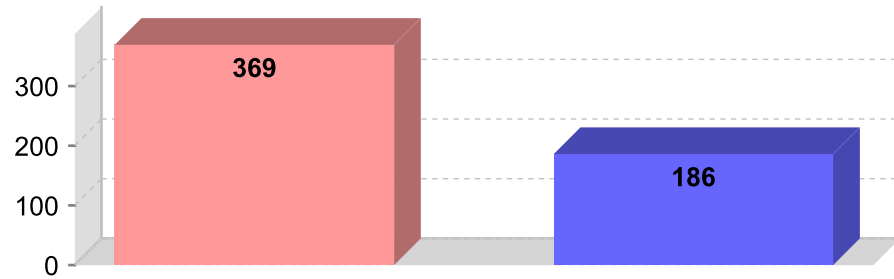
2019 (264) 2020 (176)

General Consultation



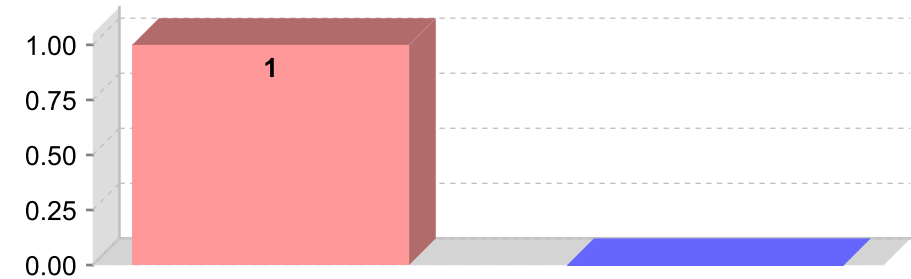
2019 (62) 2020 (49)

Immigration



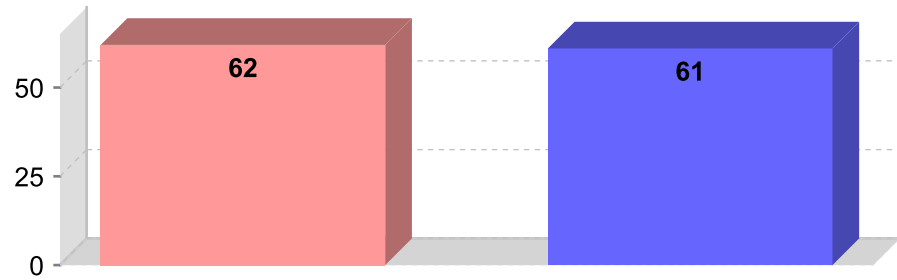
2019 (369) 2020 (186)

Juvenile



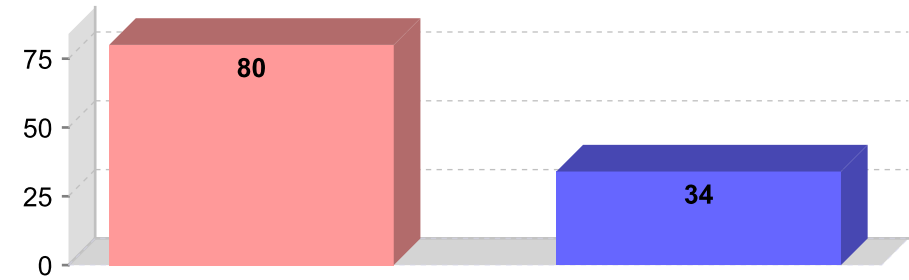
2019 (1) 2020 (0)

Landlord/Tenant



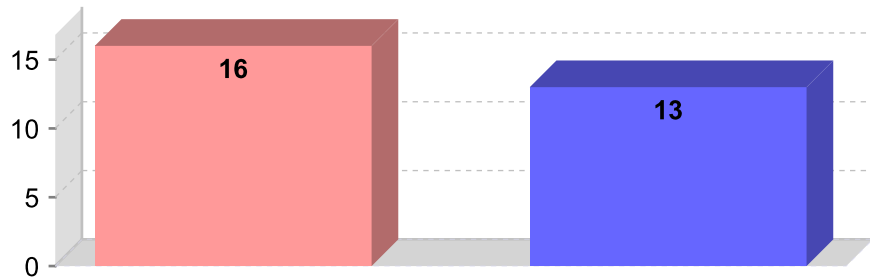
2019 (62) 2020 (61)

Negligence



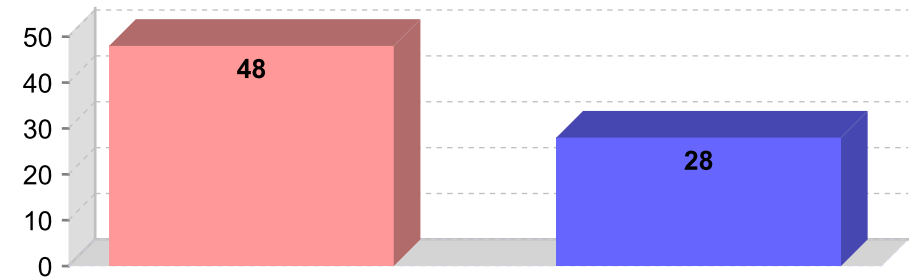
2019 (80) 2020 (34)

Probate



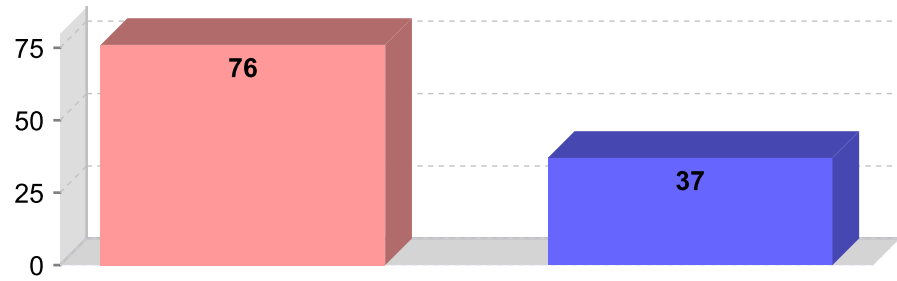
2019 (16) 2020 (13)

Real Estate



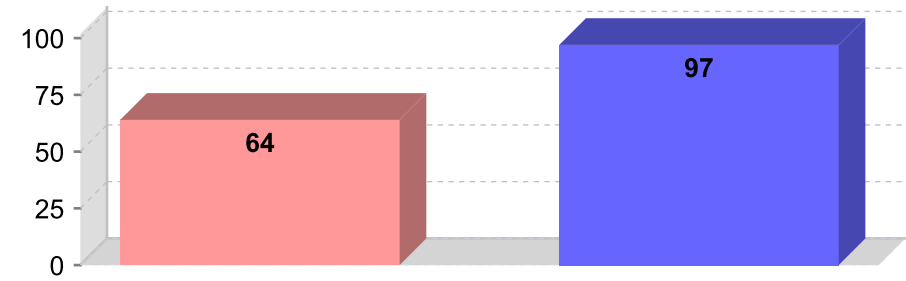
2019 (48) 2020 (28)

Traffic



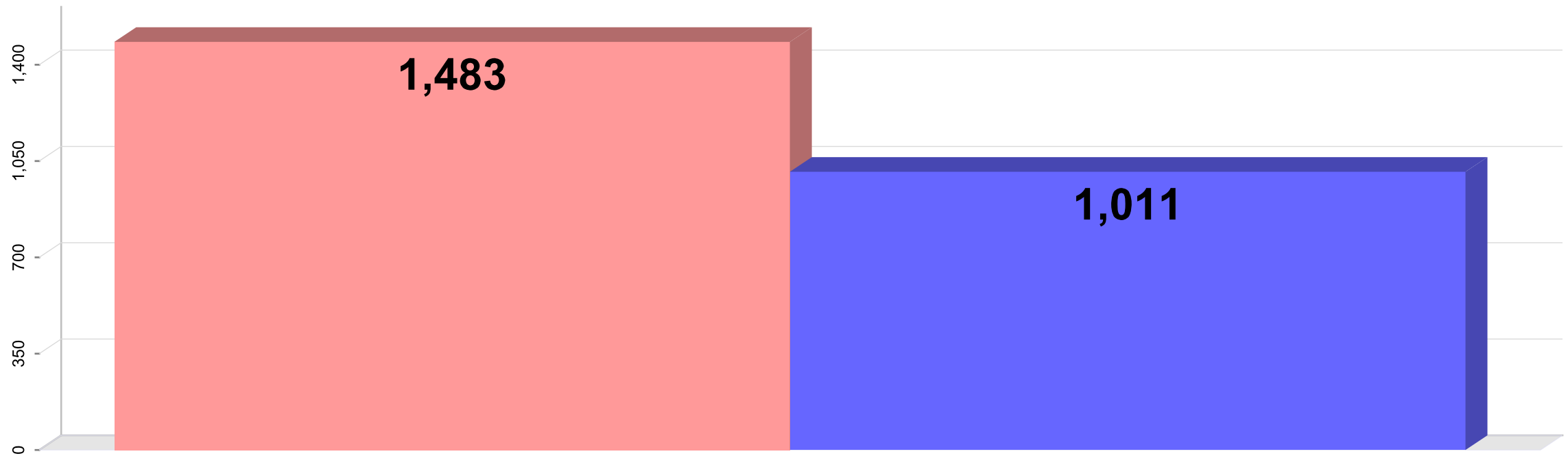
2019 (76) 2020 (37)

Wills



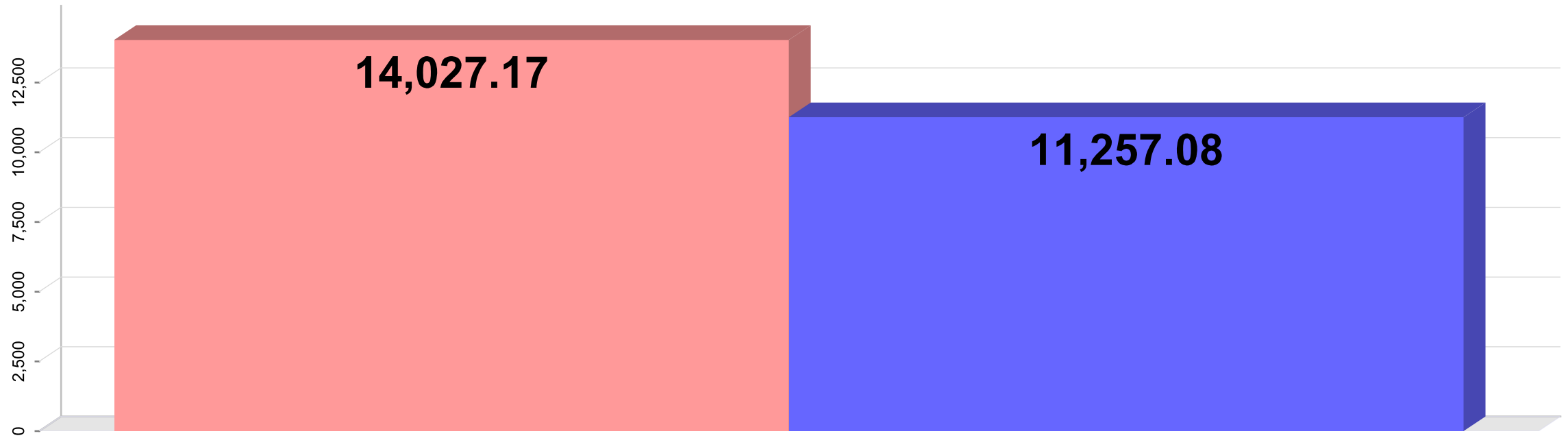
2019 (64) 2020 (97)

Total Cases by Plan Year



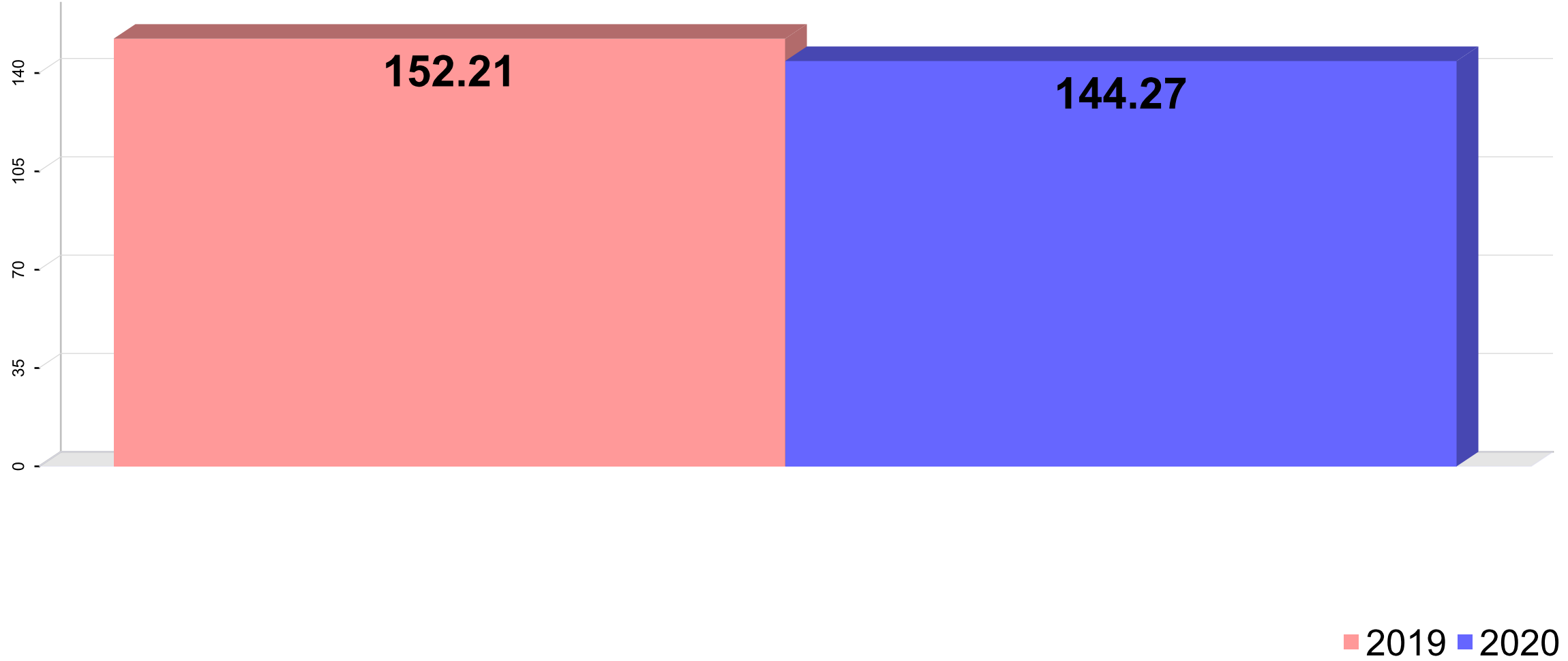
2019 2020

Annual Hours by Plan Year

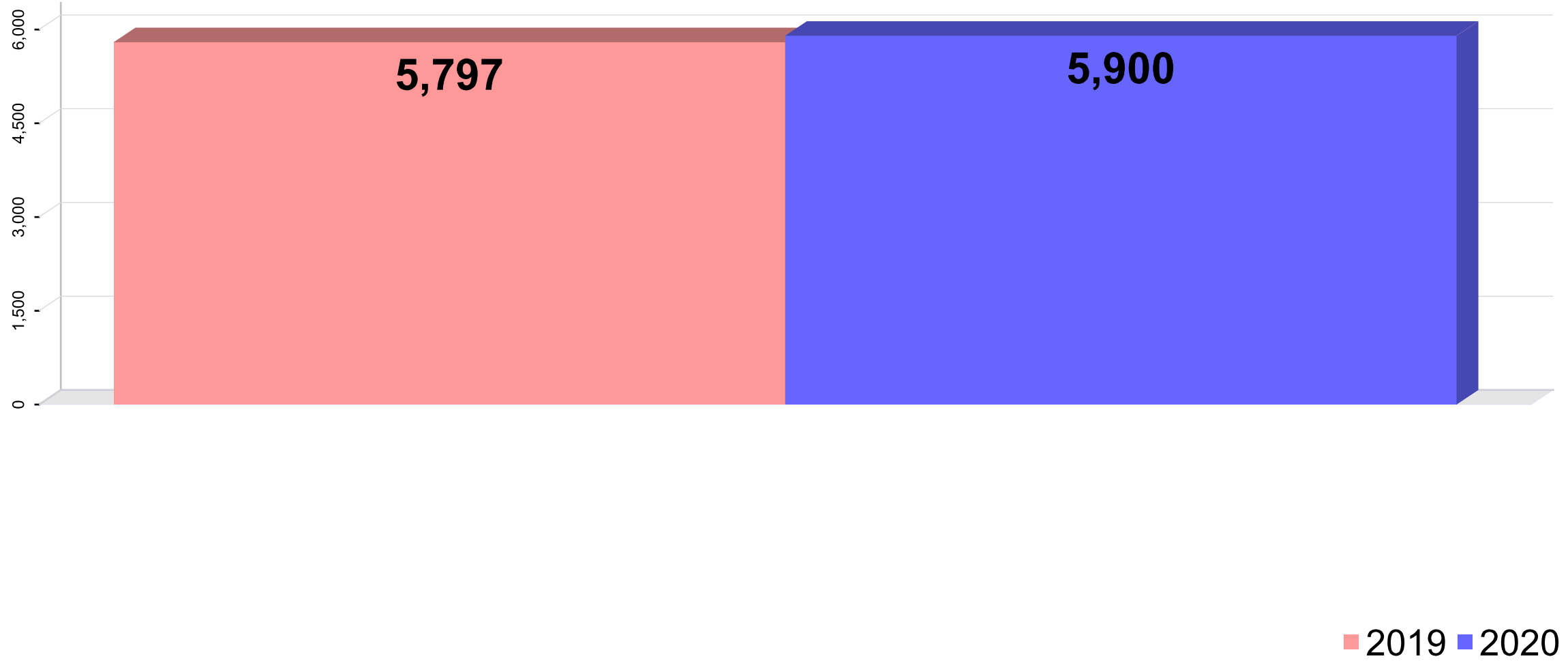


■ 2019 ■ 2020

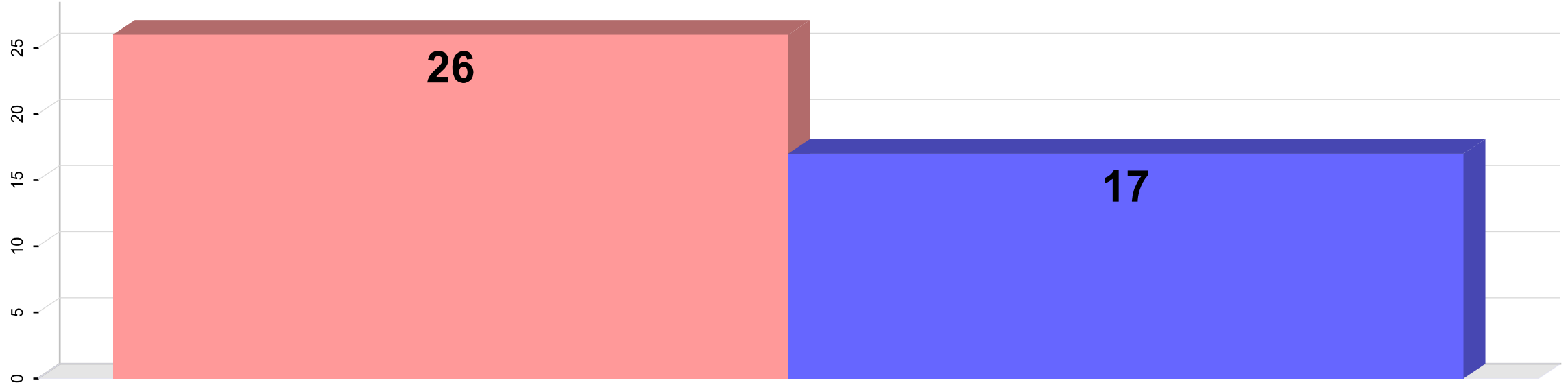
Effective Hourly Rate



Eligible Participants by Plan Year

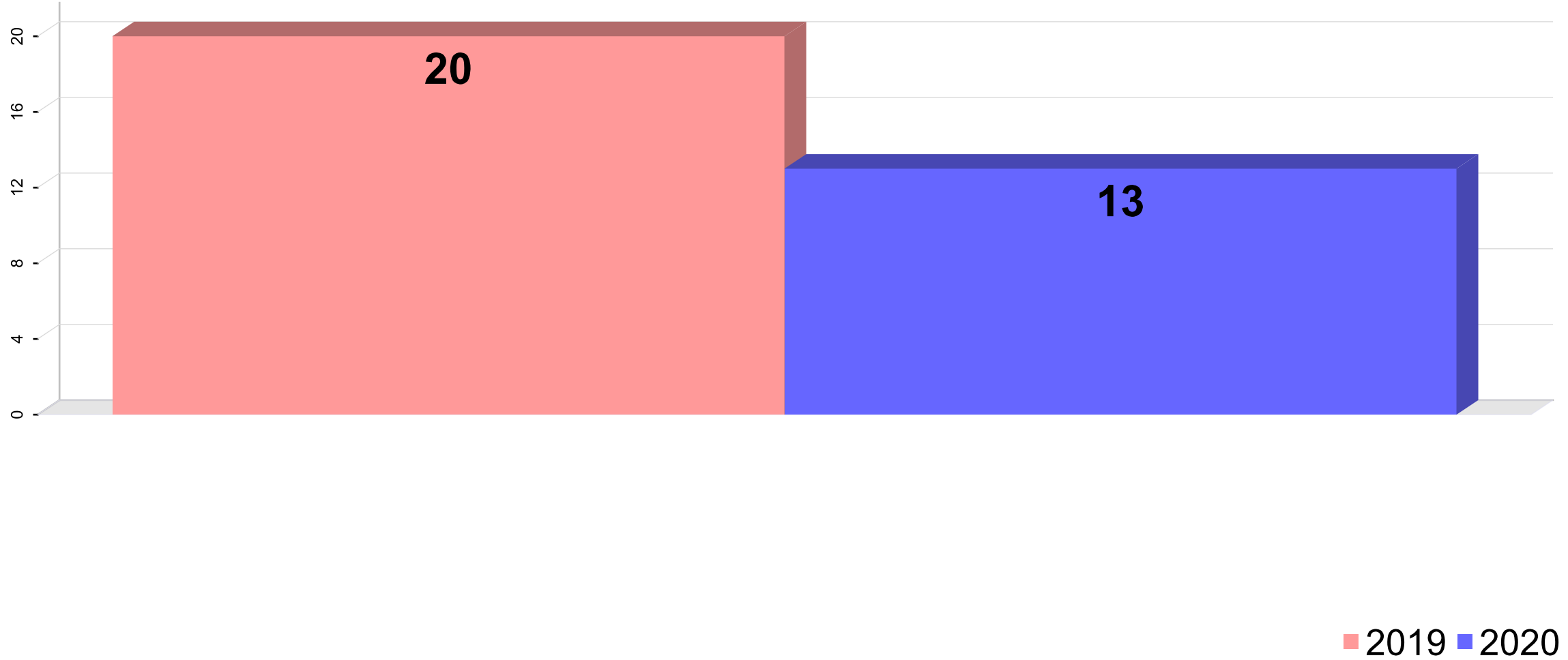


Plan Year Percent Utilization by Cases



2019 2020

Plan Year Percent Utilization by Household



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.