

School Cafeteria Employees UNITEHERE Local No. 634

Health & Welfare Fund

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Minutes of the Meeting of the Board of Trustees

Held on Wednesday, April 9, 2025

Via Zoom

Present Were:

Nicole Hunt, Antoinette Ford, and Warren Heyman
– Union Trustees

Joel Madrid and Marissa Quinn – Management
Trustees

Also Present Were:

Deborah R. Willig, Esq., and Kelly Brogan, Esq. of
Willig, Williams & Davidson – Legal Counsel; Frank
Iannucci of Summit Actuarial Services – Fund
Consultant; Kathleen Jackson and Dan Ohlemiller of
Novak Francella – CPA; Alicia Cochran of Associated
Administrators, LLC – Administrative Manager; Matt
Walker¹ of The Philadelphia Trust Company

The meeting was called to order at 10:03 a.m. with Ms. Hunt presiding as Chairperson. Notice of this meeting was communicated prior to the date of the meeting. A quorum was present.

- I. The Minutes of the meeting of the Board of Trustees held on January 15, 2025 were discussed.

MOTION was made and seconded to adopt the
Minutes of the meeting of the Board of
Trustees held on January 15, 2025.

UNANIMOUSLY ADOPTED

¹ Present for the investment report only.

II. **Fund Auditor's Report.** Ms. Jackson stated that the 2024 payroll audit was in process.

III. **Fund Consultant's Report.** Mr. Iannucci reviewed the Fund's reserves. He noted that Mr. Walker and Ms. Cochran continue to monitor the Fund's total assets on a monthly basis.

Mr. Iannucci reviewed the impact of the current events on the Fund, including tariffs and federal funding related to Medicare, Medicaid, and prescription pricing.

IV. **Administrative Manager's Report.** Ms. Cochran presented an unaudited statement of cash receipts and cash disbursements for fiscal year 2024-2025, as of February 28, 2025, with a comparative report for fiscal year 2023-2024. Receipts and disbursements for the period were reviewed, with the Fund experiencing a surplus of \$472,756.68 compared to a surplus of \$547,950.96 for the prior period.

A report was presented indicating the total Fund balance through February 28, 2025 was \$1,978,174.75.

A report was presented detailing the number of eligible employees as of February 28, 2025: 864 Cafeteria Workers and 1,177 Student Climate Staff for a total of 2,041 employees.

A COBRA report was presented for September 1, 2024 through February 28, 2025 showing a total of 44 COBRA notices sent, with one COBRA payee in the month of February 2025.

A dental claims report for Cafeteria Workers and Student Climate Staff for December 1, 2024 through February 28, 2025 was presented. Payments totaled \$33,855.92 on 628 claims for Cafeteria Workers and \$15,814.20 on 270 claims for Student Climate Staff.

A report of orthotic claims paid for the period September 1, 2024 through February 28, 2025 was presented. Orthotic claims paid to date for Cafeteria Workers totaled \$2,385.00 and \$415.00 for Student Climate Staff.

A report of wig claims paid for the period September 1, 2024 through February 28, 2025 was presented. Wig claims paid to date for Cafeteria Workers totaled \$0.00. Claims paid to date for Student Climate Staff totaled \$0.00.

V. **Fund Counsel's Report.** Ms. Willig stated that a review of the Early Childhood Food Service workers contribution rate was completed, and it was confirmed that contributions are being made at an incorrect rate, \$59.52. Ms. Willig again noted that during negotiations, Counsel for the School District confirmed that Early Childhood Food Service workers are considered Food Service workers. Therefore, the contribution rate for Early Childhood Food Service workers is \$97.50 not \$59.52. Ms. Willig stated that the School District is required to pay any necessary

retroactive contributions due as of October 2023, when the new contract became effective. Ms. Willig stated that if the School District does not begin to make the correct contributions on behalf of the Early Childhood Food Service workers, legal action will be taken.

Ms. Willig also noted that the Administrator needs to receive the date of hire so that the Fund can verify that eligibility is correct. Trustee Quinn stated that she had a meeting scheduled with the Administrator to discuss the eligibility file which includes the date of hire.

Ms. Willig requested a fee increase effective April 1, 2025 from \$285 an hour to \$315 per hour. Ms. Willig noted that the last fee increase was in 2016.

After discussion,

MOTION was made and seconded to approve the hourly rate fee increase request for Fund Counsel effective April 1, 2025.

UNANIMOUSLY ADOPTED

- VI. **Other Business.** Ms. Cochran presented a utilization report prepared by Guardian Nurses for the period October 1, 2024 through December 31, 2024. The report reflected utilization of 18.42 hours on behalf of four members for the quarter.

Ms. Cochran reported that Form 1099NEC and Form 1099MISC were mailed to participants on January 31, 2025.

Ms. Cochran reported that the supplemental data was provided to BeneCard on April 1, 2025 in order for BeneCard to submit the prescription portion of the Prescription Drug and Health Care Spending Report to the Centers for Medicare and Medicaid Services ("CMS").

Ms. Hunt discussed the 2025 Health Fair. The specific date is to be determined. The budget for the Fair was discussed, whereupon a

MOTION was made and seconded to authorize a \$25,000 budget for Health Fair expenses.

- VII. **Investment Manager's Report.** Mr. Walker presented the Investment Manager's report and stated the following: As of March 31, 2025 the total assets held in the account were \$1,076,241 with a year to date gain of 1.17%. Assets in the account were allocated 48.80% to fixed income, 23.20% to equities, 23.30% to cash and equivalents, and 4.70% to non-marketable assets.

Mr. Walker provided a market update and stated that his firm continues to monitor inflation, international tension, and changes in the debt ceiling.

The Trustees thanked Mr. Walker and he was excused from the meeting.

VIII. The date of the next regular Board meeting was scheduled for June 18, 2025. The meeting will convene at 2:00 p.m. via Zoom.

IX. There being no further business before the Board of Trustees, the meeting was adjourned.

Union Trustee

School District Trustee