

School Cafeteria Employees UNITEHERE Local No. 634
Health & Welfare Fund

911 Ridgebrook Road
Sparks, Maryland 21152-9451
(833) 228-9212

www.associated-admin.com

Agenda

June 18, 2025

10:00 AM

- I. Call to Order
- II. Investment Manager Report
- III. Minutes, Regular Meeting – April 9, 2025
- IV. Auditor Report
- V. Consultant Report
- VI. Provider Report - BeneCard
- VII. Administrative Manager Report
- VIII. Counsel Report
- IX. Other Fund Business
- X. Next Meeting Date and Location
- XI. Adjournment

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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

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund
Profit & Loss Prev Year Comparison
September 2024 through May 2025**

		<u>May-25</u>	<u>May-24</u>
Ordinary Income/Expense			
Income			
61-113	Cobra Contributions	1,815.85	2,648.80
61-121	Cafeteria Workers	1,646,970.00	1,526,557.50
61-125	Student Climate Staff	1,336,402.56	1,129,009.76
61-300	Interest on Investments	28,110.13	25,065.89
61-302	Interest on Bank Accounts	345.28	194.22
61-303	Realized Gain/Loss	6,387.84	6,365.11
61-304	Unrealized Gain/Loss	15,138.89	30,872.35
61-320	Formulary Rebates	458,304.99	330,549.22
61-350	Other Income	-	250,000.00
61-905	Class Action Settlements	-	2,623.67
Total Income		3,493,475.54	3,303,886.52
Gross Profit		3,493,475.54	3,303,886.52
Expense			
71-202	Benecard Drug Claims	2,075,569.10	2,014,607.59
71-523	Benecard Admin Fee	52,820.91	52,395.35
71-203	Vision Premium	80,412.92	60,122.22
71-212	Orthotics Claims	-	2,410.00
71-214	Self-Funded Dental Claims	143,237.52	120,603.09
71-560	Dental Claims	11,912.50	9,085.00
71-748	Guardian Nurses	9,876.00	6,801.00
71-400	Local 634 Shared Costs	39,600.00	11,700.00
71-300	Administration Fees	95,462.00	92,681.00
71-501	Auditing and Accounting Fee	21,800.00	20,750.00
71-502	Legal Counsel Fee	17,266.68	17,656.08
71-505	Consultant Fee	9,000.00	9,000.00
71-508	Printing, Duplicating, Postage	5,268.06	2,734.97
71-509	Investment Manager Fee	5,261.10	2,435.64
71-514	Fidelity Bond Premium	475.00	475.00
71-519	Membership Dues & DVHCC	1,525.00	1,445.00
71-550	Bank Service Charge & Wire Fees	33.00	66.00
Total Expense		2,569,519.79	2,424,967.94
Net Ordinary Income		923,955.75	878,918.58
Net Income		923,955.75	878,918.58

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

**Firsttrust Bank and Philadelphia Trust Balances
May 31, 2025**

Firsttrust

Cash Expense Firsttrust Bank	<u>1,331,966.27</u>
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Total Firsttrust	<u>1,331,966.27</u>
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Philadelphia Trust

Phila Trust - Discr PTC701	987,292.84
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Phila Trust Company Allowance	<u>110,114.71</u>
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Total Philadelphia Trust	<u>1,097,407.55</u>
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Grand Total	<u><u>\$ 2,429,373.82</u></u>
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School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund

Employer Contributions and Participant Counts Report - September 1, 2024 - May 31, 2025

Pay Period Ending	Date Received	Class	Amount Received	Contribution Rate	Member Count
8/23/2024	9/4/2024	Food Service Workers	\$ 83,070.00	\$ 97.50	852
		Student Climate Staff	\$ 65,650.56	\$ 59.52	1,103
			<u>\$ 148,720.56</u>		
				Total Count:	1,955
9/6/2024	9/18/2024	Food Service Workers	\$ 82,290.00	\$ 97.50	844
		Student Climate Staff	\$ 64,341.12	\$ 59.52	1,081
			<u>\$ 146,631.12</u>		
				Total Count:	1,925
9/20/2024	10/1/2024	Food Service Workers	\$ 80,437.50	\$ 97.50	825
		Student Climate Staff	\$ 63,745.92	\$ 59.52	1,071
			<u>\$ 144,183.42</u>		
				Total Count:	1,896
10/4/2024	10/16/2024	Food Service Workers	\$ 79,950.00	\$ 97.50	820
		Student Climate Staff	\$ 62,972.16	\$ 59.52	1,058
			<u>\$ 142,922.16</u>		
				Total Count:	1,878
10/18/2024	10/29/2024	Food Service Workers	\$ 79,657.50	\$ 97.50	817
		Student Climate Staff	\$ 62,674.56	\$ 59.52	1,053
			<u>\$ 142,332.06</u>		
				Total Count:	1,870
11/1/2024	11/13/2024	Food Service Workers	\$ 78,975.00	\$ 97.50	810
		Student Climate Staff	\$ 61,841.28	\$ 59.52	1,039
			<u>\$ 140,816.28</u>		
				Total Count:	1,849
11/15/2024	11/26/2024	Food Service Workers	\$ 78,487.50	\$ 97.50	805
		Student Climate Staff	\$ 62,079.36	\$ 59.52	1,043
			<u>\$ 140,566.86</u>		
				Total Count:	1,848
11/29/2024	12/10/2024	Food Service Workers	\$ 81,217.50	\$ 97.50	833
		Student Climate Staff	\$ 65,948.16	\$ 59.52	1,108
			<u>\$ 147,165.66</u>		
				Total Count:	1,941

12/13/2024	12/24/2024	Food Service Workers	\$ 82,192.50	\$ 97.50	843
		Student Climate Staff	\$ 66,840.96	\$ 59.52	1,123
			<u>\$ 149,033.46</u>		
				Total Count:	1,966
12/27/2024	1/3/2025	Food Service Workers	\$ 83,655.00	\$ 97.50	860
		Student Climate Staff	\$ 68,805.12	\$ 59.52	1,159
			<u>\$ 152,460.12</u>		
				Total Count:	2,019
1/10/2025	1/22/2025	Food Service Workers	\$ 83,850.00	\$ 97.50	864
		Student Climate Staff	\$ 69,578.88	\$ 59.52	1,172
			<u>\$ 153,428.88</u>		
				Total Count:	2,036
1/24/2025	2/4/2025	Food Service Workers	\$ 84,142.50	\$ 97.50	863
		Student Climate Staff	\$ 69,876.48	\$ 59.52	1,174
			<u>\$ 154,018.98</u>		
				Total Count:	2,037
2/7/2025	2/19/2025	Food Service Workers	\$ 84,240.00	\$ 97.50	864
		Student Climate Staff	\$ 69,638.40	\$ 59.52	1,170
			<u>\$ 153,878.40</u>		
				Total Count:	2,034
2/21/2025	3/4/2025	Food Service Workers	\$ 84,240.00	\$ 97.50	864
		Student Climate Staff	\$ 70,055.04	\$ 59.52	1,177
			<u>\$ 154,295.04</u>		
				Total Count:	2,041
3/7/2025	3/18/2025	Food Service Workers	\$ 84,532.50	\$ 97.50	867
		Student Climate Staff	\$ 70,114.56	\$ 59.52	1,178
			<u>\$ 154,647.06</u>		
				Total Count:	2,045
3/21/2025	4/2/2025	Food Service Workers	\$ 83,557.50	\$ 97.50	857
		Student Climate Staff	\$ 69,221.76	\$ 59.52	1,163
			<u>\$ 152,779.26</u>		
				Total Count:	2,020
4/4/2025	4/15/2025	Food Service Workers	\$ 83,460.00	\$ 97.50	856
		Student Climate Staff	\$ 68,328.96	\$ 59.52	1,148
			<u>\$ 151,788.96</u>		
				Total Count:	2,004

4/18/2025	4/30/2025	Food Service Workers	\$	82,972.50	\$	97.50	851
		Student Climate Staff	\$	68,269.44	\$	59.52	1,147
			\$	151,241.94			
					Total Count:		1,998
5/2/2025	5/13/2025	Food Service Workers	\$	83,070.00	\$	97.50	852
		Student Climate Staff	\$	67,971.84	\$	59.52	1,142
			\$	151,041.84			
					Total Count:		1,994
5/16/2025	5/28/2025	Food Service Workers	\$	82,387.50	\$	97.50	845
		Student Climate Staff	\$	68,090.88	\$	59.52	1,144
			\$	150,478.38			
					Total Count:		1,989

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

COBRA Report - September 1, 2024 - May 31, 2025

	COBRA Notices Sent	COBRA Elections	COBRA Participants
September 2024	5	0	1
October 2024	9	0	1
November 2024	10	0	1
December 2024	8	0	1
January 2025	2	0	1
February 2025	10	0	1
March 2025	16	0	1
April 2025	7	1	2
May 2025	13	1	3
June 2025			
July 2025			
August 2025			
Totals	80		

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

Dental Claims Report - March 1, 2025 through May 31, 2025

Food Service Workers

In-Network (LPMA)

Category	Usage	Billed Amount		Paid Amount
Comprehensive Orthodontics	0	\$	-	\$ -
Diagnostic	272	\$	18,017.35	\$ 7,608.24
Endodontics	13	\$	7,562.00	\$ 1,258.00
Extraction	10	\$	1,820.00	\$ 405.00
Oral Surgery	36	\$	11,251.00	\$ 1,167.00
Orthodontics	7	\$	6,970.00	\$ 700.00
Other Services	57	\$	5,118.00	\$ 1,233.00
Periodontics	50	\$	13,395.60	\$ 3,857.60
Preventive	70	\$	6,938.89	\$ 3,402.84
Prosthodontics, Fixed	11	\$	13,690.00	\$ 659.00
Prosthodontics, Removable	15	\$	13,646.00	\$ 1,806.28
Restorative	29	\$	7,530.60	\$ 1,529.60
Restorative, Crowns	5	\$	4,716.00	\$ 2,630.00
Totals	575	\$	110,655.44	\$ 26,256.56

Out-of Network

Category	Usage	Billed Amount		Paid Amount
Comprehensive Orthodontics	0	\$	-	\$ -
Diagnostic	17	\$	1,328.00	\$ 499.00
Endodontics	2	\$	1,914.00	\$ 663.00
Extraction	5	\$	310.00	\$ 225.00
Oral Surgery	0	\$	-	\$ -
Orthodontics	0	\$	-	\$ -
Other Services	0	\$	-	\$ -
Periodontics	2	\$	300.00	\$ 170.00
Preventive	4	\$	400.00	\$ 140.00
Prosthodontics, Fixed	0	\$	-	\$ -
Prosthodontics, Removable	0	\$	-	\$ -
Restorative	3	\$	758.00	\$ 215.00
Restorative, Crowns	0	\$	-	\$ -
Totals	33	\$	5,010.00	\$ 1,912.00

	In-Network	Out-of-Network	Overall Totals
Total Billed Amount	\$ 110,655.44	\$ 5,010.00	\$ 115,665.44
Total Paid Amount	\$ 26,256.56	\$ 1,912.00	\$ 28,168.56

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

Dental Claims Report - March 1, 2025 through May 31, 2025

Student Climate Staff

In-Network (LPMA)

Category	Usage	Billed Amount		Paid Amount
Comprehensive Orthodontics	0	\$	-	\$ -
Diagnostic	124	\$	9,317.06	\$ 3,821.32
Endodontics	16	\$	8,090.00	\$ 3,113.52
Extraction	2	\$	325.00	\$ 45.00
Oral Surgery	22	\$	9,874.00	\$ 1,108.00
Orthodontics	9	\$	2,336.00	\$ 1,300.00
Other Services	32	\$	5,136.00	\$ 1,359.00
Periodontics	7	\$	6,982.00	\$ 954.00
Preventive	29	\$	2,778.60	\$ 1,416.60
Prosthodontics, Fixed	4	\$	3,600.00	\$ 870.00
Prosthodontics, Removable	2	\$	1,400.00	\$ 725.00
Restorative	30	\$	7,453.00	\$ 2,129.00
Restorative, Crowns	1	\$	1,870.00	\$ 413.00
Totals	278	\$	59,161.66	\$ 17,254.44

Out-of-Network

Category	Usage	Billed Amount		Paid Amount
Comprehensive Orthodontics	0	\$	-	\$ -
Diagnostic	7	\$	559.00	\$ 240.00
Endodontics	0	\$	-	\$ -
Extraction	0	\$	-	\$ -
Oral Surgery	2	\$	640.00	\$ 90.00
Orthodontics	3	\$	585.00	\$ 150.00
Other Services	0	\$	-	\$ -
Periodontics	1	\$	105.00	\$ 105.00
Preventive	2	\$	210.00	\$ 140.00
Prosthodontics, Fixed	0	\$	-	\$ -
Prosthodontics, Removable	0	\$	-	\$ -
Restorative	9	\$	2,165.00	\$ 562.30
Restorative, Crowns	2	\$	2,380.00	\$ 709.20
Totals	26	\$	6,644.00	\$ 1,996.50

	In-Network	Out-of-Network	Overall Totals
Total Billed Amount	\$ 59,161.66	\$ 6,644.00	\$ 65,805.66
Total Paid Amount	\$ 17,254.44	\$ 1,996.50	\$ 19,250.94

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

Orthotic Claims Report - September 1, 2024 - May 31, 2025

Food Service Workers

Months		Amount		Total Paid
March 2025 - May 2025	\$	1,080.00	\$	775.00
December 2024 - February 2025	\$	385.00	\$	385.00
September 2024 - November 2024	\$	2,055.00	\$	2,000.00
Totals	\$	3,520.00	\$	3,160.00

Student Climate Staff

Months		Amount		Total Paid
March 2025 - May 2025	\$	55.00	\$	55.00
December 2024 - February 2025	\$	360.00	\$	360.00
September 2024 - November 2024	\$	55.00	\$	55.00
Totals	\$	470.00	\$	470.00

**School Cafeteria Employees UNITEHERE
Local No. 634 Health and Welfare Fund**

Wig Claims Report - September 1, 2024 - May 31, 2025
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Food Service Workers

Months	Billed Amount		Paid to Member Amount	
March 2025 - May 2025	\$	264.90	\$	200.00
December 2024 - February 2025	\$	-	\$	-
September 2024 - November 2024	\$	-	\$	-
Totals	\$	264.90	\$	200.00

Student Climate Staff

Months	Billed Amount		Paid to Member Amount	
March 2025 - May 2025				
December 2024 - February 2025	\$	-	\$	-
September 2024 - November 2024	\$	-	\$	-
Totals	\$	-	\$	-



Utilization Report for Cafeteria Workers Local 634

Date Range: 1/1/2025 through 3/31/2025

Name		Hours
Date Referred: 1/2/2025	Reason for Referral: Facility/Physician Locator	1.00
Case Status: Closed	Resolution: No further assistance needed	
Date Referred: 3/7/2025		Reason for Referral: Clinical Questions
Case Status: Engaged	Resolution:	13.50
Hours this report:		14.50
Number of patients:		2
Number of cases:		2