

**United Food and Commercial Workers  
and Food Employers Labor Relations Association  
Legal Benefits Fund**

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## **A G E N D A**

June 8, 2023

- I. CALL TO ORDER
- II. MINUTES - REGULAR MEETING – March 29, 2023 (Pg. 1-4)
- III. FINANCIAL REPORT  
A. PNC REPORT (Pg. 5)
- IV. ATTORNEY'S REPORT
- V. ADMINISTRATIVE MANAGER'S REPORT- 1Q2023 (Pg. 6-12)
- VI. INVOICES (Pg. 13)
- VII. OTHER FUND BUSINESS  
A. Miscellaneous Correspondence
- VIII. MEETING DATE & LOCATION – September 20, 2023, TBD
- IX. ADJOURNMENT

# MINUTES

**United Food and Commercial Workers Unions  
And Contributing Employers  
Legal Benefits Fund**

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**MINUTES OF THE MEETING OF THE  
BOARD OF TRUSTEES OF THE  
UFCW UNIONS AND CONTRIBUTING EMPLOYERS  
LEGAL BENEFITS FUND  
VIA VIDEO CONFERENCE  
MARCH 29, 2023  
(DRAFT)**

The following Trustees were present:

**UNION TRUSTEES**

T. Hipkins  
B. McKiver

**EMPLOYER TRUSTEES**

W. Seehafer - Chairperson  
L. Fiergola

Also present were:

B. Antoshak - Associated Administrators, LLC  
J. Chorpenning - UFCW Local 27  
A. Dietrich – Slevin & Hart, P.C.  
M. Federici - UFCW Local 400  
J. Herron - Associated Administrators, LLC  
C. Hoffman – UFCW Local 400  
J. Ianniello - Associated Administrators, LLC  
C. Murphy - Associated Administrators, LLC  
S. Sanchez - Slevin & Hart, P.C.  
A. Sims – Associated Administrators, LLC  
R. Willdt – UFCW Local 400

**I. CALL TO ORDER**

A quorum being present, Chairman Seehafer called the meeting to order.

**A. Appointment of Trustee**

Mr. Ianniello reported receiving correspondence from Shoppers appointing Ms. Elizabeth Fiergola as an Employer Trustee, replacing John Ferrer, effective December 1, 2022.

NF LEGAL 3-29-2023

## II. MINUTES

The Trustees reviewed the minutes of the last regular meeting held on December 1, 2022, which were previously circulated and,

On Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, that the minutes of the last regular meeting held on December 1, 2022, are approved as presented.**

## III. FINANCIAL REPORT

### A. PNC Bank

Mr. Ianniello reviewed the PNC Summary of Activity report for January 1, 2023, through February 28, 2023, which had been previously circulated. The report indicated a beginning market value of \$20,027.77, earnings of \$60, receipts of \$17,777, and disbursements of \$34,923, producing an ending market balance of \$2,942 on February 28, 2023.

## IV. ATTORNEYS REPORT

### A. Akman & Associates Contract

Ms. Sanchez reported on Akman & Associates Contract.

### B. Cyber Liability Consultant Quotes

Ms. Sanchez reported on the request for proposals ("RFP") to provide cyber liability consultant services..

On Motion made and seconded, the Trustees voted approval of the following resolution:

**RESOLVED, to delegate to Chair and Secretary the authority to select a cybersecurity consultant after reviewing the cybersecurity consulting bids.**

**C. Cybersecurity Insurance Coverage**

Ms. Sanchez reported on Segal Select's review of cyber liability insurance coverage options.

**D. Financial Statement**

Ms. Sanchez reported on the amended 2022 Financial Statement and 5500.

**V. ADMINISTRATIVE MANAGER'S REPORT**

**A. Fourth Quarter 2022**

Mr. Ianniello reviewed the Administrative Manager's report for the Fourth Quarter 2022, which was previously circulated. The report indicated employer contributions of \$50,968, provider expenses of \$40,157, and operating expenses of \$14,093, producing total expenses of \$54,250. This resulted in a loss of \$3,282 for the quarter. Mr. Ianniello noted that contributions were made on behalf of 660 Plan participants for the quarter.

Mr. Ianniello reported no delinquencies for the fourth quarter of 2022.

**B. Invoices**

Mr. Ianniello presented a list of invoices dated March 29, 2023. He noted no additions, deletions, or changes to the list.

On Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

**RESOLVED, that the invoices on the list dated March 29, 2023,  
are approved for payment.**

**VI. 2023 MEETING DATES**

The next regular Board meeting is scheduled via Zoom on June 8, 2023.

**VII. ADJOURNMENT**

There being no further business to come before the Trustees, the meeting was adjourned.

Respectfully Submitted,

William Seehafer, Chairman

21209105v1

NF LEGAL 3-29-2023

# FINANCIAL REPORT

**UFCW & Contributing Employers Legal Benefits Fund**  
**SUMMARY OF ACTIVITY**  
**JANUARY 01, 2023 to MARCH 31, 2023**

| <u>Item</u>             | <u>Amount</u> |
|-------------------------|---------------|
| Market Value 01/01/2023 | 20,027.77     |
| Earnings                | 90            |
| Receipts                | 50,891        |
| Disbursements           | (53,852)      |
| Market Value 3/31/2023  | 17,157        |

PNC BANK

# ADMINISTRATIVE MANAGER'S REPORT

***UFCW UNIONS AND CONTRIBUTING  
EMPLOYERS LEGAL BENEFITS FUND  
FIRST QUARTER 2023***

***ADMINISTRATIVE MANAGER'S REPORT***

|                                     |
|-------------------------------------|
| FIRST QUARTER 2023<br>CONTRIBUTIONS |
|-------------------------------------|

| <u>COMPANY</u>                | <u>RATE</u> | <u>CONTRACT</u> | <u>PARTICIPANTS</u> | <u>CONTRIBUTIONS</u> |
|-------------------------------|-------------|-----------------|---------------------|----------------------|
| SHOPPERS                      | \$28.00     | MOB             | 480                 | \$40,348             |
| SHOPPERS <sup>1</sup>         | 19.00       | MOB             | 144                 | 8,189                |
| UFCW LOCAL 400 <sup>2</sup>   | 28.00       | MOB             | 20                  | 1,560                |
| UFCW LOCAL 400 <sup>1,2</sup> | 19.00       | MOB             | 22                  | 871                  |

|       |  |  |     |          |
|-------|--|--|-----|----------|
| TOTAL |  |  | 666 | \$50,968 |
|-------|--|--|-----|----------|

AVERAGE MONTHLY CONTRIBUTION \$25.51

<sup>1</sup>EMPLOYEES HIRED ON OR AFTER JANUARY 1, 2014

<sup>2</sup>INCLUDES CREDIT OF \$468.00

|                                |
|--------------------------------|
| FIRST QUARTER 2023<br>EXPENSES |
|--------------------------------|

PROVIDER

|                    | <u>AMOUNT</u> |  | <u>AVERAGE<br/>MONTHLY COST</u> |  | <u>PERCENTAGE</u> |
|--------------------|---------------|--|---------------------------------|--|-------------------|
| AKMAN & ASSOCIATES | \$39,211      |  | \$19.625                        |  | 76.58%            |
| SUBTOTAL           | \$39,211      |  | \$19.625                        |  | 76.58%            |

OPERATING EXPENSES

|                 | <u>AMOUNT</u> |  | <u>AVERAGE<br/>MONTHLY COST</u> |  | <u>PERCENTAGE</u> |
|-----------------|---------------|--|---------------------------------|--|-------------------|
| ADMINISTRATION  | \$3,458       |  | \$1.731                         |  | 6.754%            |
| ACCOUNTING      | 1,040         |  | 0.521                           |  | 2.031%            |
| IFEBP           | 320           |  | 0.160                           |  | 0.625%            |
| INVESTMENT MGMT | 63            |  | 0.032                           |  | 0.123%            |
| LEGAL           | 6,722         |  | 3.364                           |  | 13.128%           |
| PRINTING        | 389           |  | 0.195                           |  | 0.760%            |
| SUBTOTAL        | \$11,992      |  | \$6.003                         |  | 23.42%            |
| TOTAL           | \$51,203      |  | \$25.628                        |  | 100.00%           |

|                                       |
|---------------------------------------|
| FIRST QUARTER 2023<br>QUARTERLY RECAP |
|---------------------------------------|

|                    | FIRST 2023 | SECOND 2023 | THIRD 2023 | FOURTH 2023 | TOTAL    |
|--------------------|------------|-------------|------------|-------------|----------|
| EMPLOYER CONTRIB   | \$50,968   |             |            |             | \$50,968 |
| EMPLOYEE CONTRIB   | 0          |             |            |             | 0        |
| INTEREST/DIVIDENDS | 95         |             |            |             | 95       |
| TOTAL INCOME       | \$51,063   | \$0         | \$0        | \$0         | \$51,063 |
| EXPENSES           |            |             |            |             |          |
| PROVIDERS          | \$39,211   |             |            |             | \$39,211 |
| OPERATING          | 11,992     |             |            |             | 11,992   |
| TOTAL EXPENSES     | \$51,203   | \$0         | \$0        | \$0         | \$51,203 |
| TOTAL INCOME       | \$51,063   | \$0         | \$0        | \$0         | \$51,063 |
| TOTAL EXPENSES     | \$51,203   | \$0         | \$0        | \$0         | \$51,203 |
| SURPLUS (DEFICIT)  | (\$140)    | \$0         | \$0        | \$0         | (\$140)  |
| AVERAGE INCOME     | \$25.56    | \$0.00      | \$0.00     | \$0.00      | 25.56    |
| AVERAGE EXPENSES   | \$25.63    | \$0.00      | \$0.00     | \$0.00      | 25.63    |
| SURPLUS (DEFICIT)  | (\$0.07)   | \$0.00      | \$0.00     | \$0.00      | (\$0.07) |
| PARTICIPANTS       | 666        |             |            |             | 666      |
| FUND RESERVE       | \$17,127   |             |            |             |          |

|                         |
|-------------------------|
| 2022<br>QUARTERLY RECAP |
|-------------------------|

FIRST 2022   SECOND 2022   THIRD 2022   FOURTH 2022   TOTAL

|                    |          |          |          |          |           |
|--------------------|----------|----------|----------|----------|-----------|
| EMPLOYER CONTRIB   | \$48,232 | \$50,003 | \$51,303 | \$50,902 | \$200,440 |
| EMPLOYEE CONTRIB   | 0        | 0        | 0        | 0        | 0         |
| INTEREST/DIVIDENDS | 0        | 6        | 37       | 66       | 109       |

|              |          |          |          |          |           |
|--------------|----------|----------|----------|----------|-----------|
| TOTAL INCOME | \$48,232 | \$50,009 | \$51,340 | \$50,968 | \$200,549 |
|--------------|----------|----------|----------|----------|-----------|

EXPENSES

|           |          |          |          |          |           |
|-----------|----------|----------|----------|----------|-----------|
| PROVIDERS | \$36,328 | \$35,060 | \$37,531 | \$40,157 | \$149,076 |
| OPERATING | 8,663    | 14,957   | 12,831   | 14,093   | 50,544    |

|                |          |          |          |          |           |
|----------------|----------|----------|----------|----------|-----------|
| TOTAL EXPENSES | \$44,991 | \$50,017 | \$50,362 | \$54,250 | \$199,620 |
|----------------|----------|----------|----------|----------|-----------|

|                |          |          |          |          |           |
|----------------|----------|----------|----------|----------|-----------|
| TOTAL INCOME   | \$48,232 | \$50,009 | \$51,340 | \$50,968 | \$200,549 |
| TOTAL EXPENSES | \$44,991 | \$50,017 | \$50,362 | \$54,250 | \$199,620 |

|                   |         |       |       |           |       |
|-------------------|---------|-------|-------|-----------|-------|
| SURPLUS (DEFICIT) | \$3,241 | (\$8) | \$978 | (\$3,282) | \$929 |
|-------------------|---------|-------|-------|-----------|-------|

|                  |         |         |         |         |         |
|------------------|---------|---------|---------|---------|---------|
| AVERAGE INCOME   | \$23.40 | \$24.62 | \$25.85 | \$25.74 | \$24.90 |
| AVERAGE EXPENSES | \$21.83 | \$24.63 | \$25.36 | \$27.40 | \$24.81 |

|                   |        |          |        |          |        |
|-------------------|--------|----------|--------|----------|--------|
| SURPLUS (DEFICIT) | \$1.57 | (\$0.01) | \$0.49 | (\$1.66) | \$0.09 |
|-------------------|--------|----------|--------|----------|--------|

|              |     |     |     |     |     |
|--------------|-----|-----|-----|-----|-----|
| PARTICIPANTS | 687 | 677 | 662 | 660 | 672 |
|--------------|-----|-----|-----|-----|-----|

|              |          |          |          |          |  |
|--------------|----------|----------|----------|----------|--|
| FUND RESERVE | \$18,305 | \$18,238 | \$20,321 | \$19,993 |  |
|--------------|----------|----------|----------|----------|--|

FIRST QUARTER 2023  
UTILIZATION

AKMAN & ASSOCIATES

| CODE  | TYPE             | CASES*<br>OPEN | ATTORNEY<br>HOURS | PARALEGAL<br>HOURS | SURCHG. |
|-------|------------------|----------------|-------------------|--------------------|---------|
| 01    | FAMILY           | 9              | 44.30             | 31.85              |         |
| 02    | PROBATE          | 4              | 13.20             | 19.85              |         |
| 03    | WILL             | 7              | 25.95             | 21.45              |         |
| 04    | NEGLIGENCE       | 6              | 19.50             | 26.85              |         |
| 05    | REAL ESTATE      | 4              | 13.45             | 8.15               |         |
| 06    | CONSUMER         | 10             | 53.75             | 43.55              |         |
| 07    | CRIMINAL         | 4              | 29.50             | 6.60               |         |
| 08    | TRAFFIC          | 5              | 29.05             | 7.65               |         |
| 09    | LANDLORD/TENANT  | 4              | 18.00             | 10.60              |         |
| 10    | ADMINISTRATIVE   | 3              | 12.30             | 5.95               |         |
| 11    | IMMIGRATION      | 0              | 0.00              | 0.00               |         |
| 12    | MISCELLANEOUS    | 0              | 0.00              | 0.00               |         |
| 13    | WORKER'S COMP.   | 0              | 0.00              | 0.00               |         |
| 14    | JUVENILE         | 1              | 7.15              | 1.40               |         |
| 15    | CIVIL LITIGATION | 0              | 0.00              | 0.00               |         |
| 16    | T CASES          | 0              | 0.00              | 0.00               |         |
| TOTAL |                  | 57             | 266.15            | 183.90             | \$0     |

|                |          |
|----------------|----------|
| ALL HOURS      | 450.05   |
| ADJUSTED HOURS | 358.10   |
| PAYMENT        | \$39,211 |
| COST PER HOUR  | \$109.50 |

\* CASES OPEN DURING QUARTER. HOURS REFLECT NEWLY OPENED CASES AND PRIOR CASES.

FIRST QUARTER 2023  
DELINQUENCIES

None

# INVOICES

**UFCW UNIONS AND CONTRIBUTING EMPLOYERS**  
**LEGAL BENEFITS FUND**

**INVOICES**

**June 8, 2023**

1. **SEGAL SELECT**

|           |                               |            |
|-----------|-------------------------------|------------|
| 4-28-2023 | Fiduciary Liability – Renewal | \$3,675.00 |
|-----------|-------------------------------|------------|

1. **SLEVIN & HART, P.C.**

|           |                                                 |            |
|-----------|-------------------------------------------------|------------|
| 4-21-2023 | For services rendered through 3-31-2023 #232140 | \$1,115.50 |
| 5-23-2023 | For services rendered through 4-30-2023 #232368 | \$970.00   |

## NOTES