

UFCW & FELRA LEGAL FUND

AGENDA

DECEMBER 14, 2020

- I. CALL TO ORDER**
- II. MINUTES (pg. 1 - 3)**
 - A. REGULAR MEETING – OCTOBER 22, 2020**
- III. FINANCIAL REPORT (pg. 4)**
 - A. PNC REPORT**
- IV. ATTORNEYS' REPORT**
- V. ADMINISTRATIVE MANAGER'S REPORT - (3Q20) (pg. 5 - 16)**
- VI. OTHER FUND BUSINESS**
 - A. MISCELLANEOUS CORRESPONDENCE**
- VII. 2021 MEETING DATES AND LOCATIONS**
- VIII. ADJOURNMENT**

MINUTES

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

911 Ridgebrook Road
Sparks, Maryland 21152-9451
Telephone: (410) 683-6500
(800) 638-2972
www.associated-admin.com

*A Program of the
FELRA and UFCW
VEBA Fund*

8400 Corporate Drive, Suite 430
Landover, Maryland 20785-2361
Telephone: (301) 459-3020
(800) 638-2972
www.associated-admin.com

**MINUTES OF THE MEETING OF THE COMMITTEE MEMBERS
OF THE UFCW & FELRA LEGAL BENEFITS FUND
HELD VIA VIDEO CONFERENCE
OCTOBER 22, 2020**

The following Committee Members were present:

Union Committee Members

C. Hoffmann – Chairman
Y. Anwar
J. Harrison

Employer Committee Members

J. Paradis – Secretary
D. Dosenbach
M. Goble

Also present were:

J. Chorpenning – UFCW Local 27
L. DuVall – Associated Administrators, LLC
M. Federici – UFCW Local 400
J. Hack – UFCW Local 27
A. Hanson – UFCW Local 400
N. Hill – UFCW Local 27
T. Hipkins – UFCW Local 27
N. Jacobs – UFCW Local 400
D. Jensen – Associated Administrators, LLC
M. Kreps – Groom Law Firm
C. McDonough – Investment Performance Services
R. McKnight – Associated Administrators, LLC
C. Murphy – Associated Administrators, LLC
J. Nazario – UFCW Local 27
S. Sanchez – Slevin & Hart, P.C.
R. Sichel – Investment Performance Services
A. Sims – Associated Administrators, LLC
B. Slevin – Slevin & Hart, P.C.
L. Walsh – Associated Administrators, LLC
M. Wilson – UFCW Local 400

I. CALL TO ORDER

A quorum being present, the meeting was called to order.

A. Proxy

Mr. Jensen said that he had received correspondence from Committee Member Wildt giving his proxy to Committee Member Harrison to act in all matters coming before the Committee.

B. Resignation of Committee Member

Mr. Jensen reported that he had received notification from Committee Member Ridore stating that she had resigned from her position at Safeway and likewise was resigning as a Committee Member effective September 11, 2020.

II. MINUTES

The Committee Members reviewed the minutes of the last regular meeting held on July 23, 2020 which were pre-circulated.

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

RESOLVED, that the minutes of the regular meeting held on July 23, 2020 are approved as presented.

III. FINANCIAL REPORT

A. PNC Bank

Mr. Jensen reviewed the Summary of Activity Report for the period January 1, 2020 to September 30, 2020. Such report indicated a beginning market value of \$590,572, earnings of \$7,550, receipts of \$2,360,333, and disbursements of \$2,423,810, producing an ending market value of \$534,645 as of September 30, 2020.

B. Investment Performance Services ("IPS")

1. Master Consulting Report – June 30, 2020

The Committee Members welcomed Mr. Rich Sichel and Mr. Chris McDonough of IPS to the meeting. Mr. Sichel presented the Master Consulting Report for the quarter ending June 30, 2020. Such report indicated a beginning market value of \$577,148, net cash flow of negative \$159,722, and a net investment change of \$4,175, resulting in an ending market value of \$521,601 for the period ending June 30, 2020. The performance was 0.9% through June 30, 2020.

2. Preliminary Performance Update – August 31, 2020

Mr. Sichel reviewed the Preliminary Performance Report for the period ending August 31, 2020. Such report indicated a beginning market value of \$548,895, net cash flow of negative \$7,140, and net investment change of negative \$66, resulting in an ending market value of \$541,689. The year-to-date performance through August 31, 2020 was 1.6% gross of fees.

The Committee Members thanked the representatives of IPS for their report and they were excused from the meeting.

IV. ADMINISTRATIVE MANAGER'S REPORT

A. First Quarter 2020

Mr. Jensen presented the Administrative Manager's report for the Second Quarter 2020. Such report indicated contribution income of \$770,094 and interest income of \$1,356, producing a total income of \$771,450. Total expenses were \$799,841, producing a deficit of \$28,391 for the quarter. Mr. Jensen noted that contributions were remitted on behalf of 14,428 active Plan participants.

V. INVOICES

Mr. Jensen presented a list of invoices dated October 22, 2020. It was noted there were no additions, deletions or changes to the list.

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

RESOLVED, that the invoices on the list dated October 22, 2020 are recommended for approval as presented.

VI. NEXT MEETING DATES AND LOCATION

The Committee Members noted that the next meeting was scheduled for December 14, 2020 immediately following the meeting of the Health and Welfare Fund.

VII. ADJOURNMENT

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

Respectfully Submitted,

Jason Paradis, Secretary

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FINANCIAL REPORT

UFCW & FELRA VEBA LEGAL BENEFIT FUND
SUMMARY OF ACTIVITY
JANUARY 1, 2020 to SEPTEMBER 30, 2020

<u>Item</u>	<u>Amount</u>
Market Value 01/01/2020	\$590,572
Earnings	\$7,550
Receipts	\$2,360,333
Disbursements	(\$2,423,810)
Market Value as of 9/30/2020	\$534,645

PNC BANK, NA

ADMINISTRATIVE MANAGER'S REPORT

***UFCW AND FELRA
LEGAL BENEFIT FUND
THIRD QUARTER 2020***

ADMINISTRATIVE MANAGER'S REPORT

FULL TIME
THIRD QUARTER 2020
CONTRIBUTIONS

<u>COMPANY</u>	<u>RATE</u>	<u>PARTICIPANTS</u>	<u>CONTRIBUTIONS</u>
LOCAL 400			
GIANT	\$21.12	2,218	\$140,554
GIANT	11.87	8	285
GIANT ¹	11.12	378	12,621
LOCAL 400 STAFF	21.12	0	0
SAFEWAY	21.12	1,469	93,075
SAFEWAY ¹	11.12	181	6,049
SUBTOTAL		4,254	\$252,584

LOCAL 27			
GIANT	\$21.12	852	\$54,004
GIANT ¹	11.12	117	3,892
METRO/BASICS	21.12	155	9,842
METRO/BASICS ²	10.56	3	106
SAFEWAY	21.12	491	31,088
SAFEWAY ¹	11.12	64	2,124
SAFEWAY DELAWARE	21.12	40	2,518
SAFEWAY DELAWARE ¹	11.12	8	256
SUBTOTAL		1,730	\$103,830

TOTAL		5,984	\$356,414
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AVERAGE MONTHLY CONTRIBUTION \$19.85

¹EMPLOYEES HIRED ON OR AFTER JAN.1, 2014

²EMPLOYEES HIRED ON OR AFTER JAN.1, 2015

FULL TIME THIRD QUARTER 2020 EXPENSES
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PROVIDER

	<u>AMOUNT</u>		<u>AVERAGE COST</u>		<u>PERCENTAGE</u>
AKMAN & ASSOCIATES	\$331,612		\$18.472		92.08%

OPERATING EXPENSES

	<u>AMOUNT</u>		<u>AVERAGE COST</u>		<u>PERCENTAGE</u>
ADMINISTRATION	\$28,367		\$1.580		7.877%
PNC	30		0.002		0.008%
PRINTING	106		0.006		0.029%
TELEPHONE	5		0.000		0.001%
SUBTOTAL	\$28,508		\$1.588		7.92%
TOTAL	\$360,120		\$20.060		100.00%

FULL TIME 2020 QUARTERLY RECAPS

FIRST 2020 SECOND 2020 THIRD 2020 FOURTH 2020 TOTAL

EMPLOYER CONTRIB	\$364,624	\$352,506	\$356,414		\$1,073,544
EMPLOYEE CONTRIB	0	0	0		0
MISC. INCOME	0	0	0		0

TOTAL INCOME	\$364,624	\$352,506	\$356,414	\$0	\$1,073,544
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EXPENSES

PROVIDER	\$307,659	\$303,878	\$331,612		\$943,149
OPERATING	28,932	28,531	28,508		85,971

TOTAL EXPENSES	\$336,591	\$332,409	\$360,120	\$0	\$1,029,120
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TOTAL INCOME	\$364,624	\$352,506	\$356,414	\$0	\$1,073,544
TOTAL EXPENSES	\$336,591	\$332,409	\$360,120	\$0	\$1,029,120

SURPLUS (DEFICIT)	\$28,033	\$20,097	(\$3,706)	\$0	\$44,424
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AVERAGE INCOME	\$20.00	\$19.93	\$19.85	\$0.00	\$19.93
AVERAGE EXPENSES	\$18.46	\$18.79	\$20.06	\$0.00	\$19.10

SURPLUS (DEFICIT)	\$1.54	\$1.14	(\$0.21)	\$0.00	\$0.83
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TOTAL PARTICIPANTS	6,077	5,896	5,984		5,986
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FULL TIME
2019
QUARTERLY RECAPS

FIRST 2019 SECOND 2019 THIRD 2019 FOURTH 2019 TOTAL

EMPLOYER CONTRIB	\$371,330	\$370,134	\$368,457	\$366,519	\$1,476,440
EMPLOYEE CONTRIB	0	0	0	0	0
MISC. INCOME	0	0	0	0	0

TOTAL INCOME	\$371,330	\$370,134	\$368,457	\$366,519	\$1,476,440
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EXPENSES

PROVIDER	\$345,275	\$344,919	\$341,764	\$338,801	\$1,370,759
OPERATING	28,381	29,290	29,614	28,657	115,942

TOTAL EXPENSES	\$373,656	\$374,209	\$371,378	\$367,458	\$1,486,701
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TOTAL INCOME	\$371,330	\$370,134	\$368,457	\$366,519	\$1,476,440
TOTAL EXPENSES	\$373,656	\$374,209	\$371,378	\$367,458	\$1,486,701

SURPLUS (DEFICIT)	(\$2,326)	(\$4,075)	(\$2,921)	(\$939)	(\$10,261)
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AVERAGE INCOME	\$20.30	\$20.23	\$20.16	\$20.06	\$20.19
AVERAGE EXPENSES	\$20.43	\$20.46	\$20.32	\$20.11	\$20.33

SURPLUS (DEFICIT)	(\$0.13)	(\$0.23)	(\$0.16)	(\$0.05)	(\$0.14)
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TOTAL PARTICIPANTS	6,097	6,098	6,093	6,091	6,095
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PART TIME
THIRD QUARTER 2020
CONTRIBUTIONS

<u>COMPANY</u>	<u>RATE</u>	<u>PARTICIPANTS</u>	<u>CONTRIBUTIONS</u>
LOCAL 400			
GIANT	\$21.12	2,027	\$128,452
GIANT	11.87	2	72
GIANT ¹	11.12	1,856	61,905
SAFEWAY	21.12	873	55,334
SAFEWAY ¹	11.12	1,192	39,776
SUBTOTAL		5,950	\$285,539
LOCAL 27			
GIANT	\$21.12	908	\$57,510
GIANT ¹	11.12	616	20,561
METRO/BASICS	21.12	205	12,988
METRO/BASICS ²	10.56	75	2,387
SAFEWAY	21.12	281	17,782
SAFEWAY ¹	11.12	393	13,111
SAFEWAY DELAWARE	21.12	42	2,640
SAFEWAY DELAWARE ¹	11.12	46	1,546
SUBTOTAL		2,566	\$128,525
TOTAL		8,516	\$414,064

AVERAGE MONTHLY CONTRIBUTION \$16.21

¹EMPLOYEES HIRED ON OR AFTER JAN.1, 2014

²EMPLOYEES HIRED ON OR AFTER JAN.1, 2015

PART TIME THIRD QUARTER 2020 EXPENSES

PROVIDER

AMOUNT

AVERAGE COST

PERCENTAGE

AKMAN & ASSOCIATES	\$379,646		\$14.860		90.34%
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OPERATING EXPENSES

AMOUNT

AVERAGE COST

PERCENTAGE

ADMINISTRATION	\$40,369		\$1.580		9.607%
PNC	44		0.002		0.010%
PRINTING	153		0.006		0.036%
TELEPHONE	8		0.000		0.002%

SUBTOTAL	\$40,574		\$1.588		9.66%
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TOTAL	\$420,220		\$16.448		100.00%
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PART TIME 2020 QUARTERLY RECAPS
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	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
EMPLOYER CONTRIB	\$437,642	\$417,588	\$414,064		\$1,269,294
EMPLOYEE CONTRIB	0	0	0		0
MISC. INCOME	0	0	0		0
TOTAL INCOME	\$437,642	\$417,588	\$414,064	\$0	\$1,269,294
EXPENSES					
PROVIDER	\$434,357	\$426,806	\$379,646		\$1,240,809
OPERATING	42,029	40,626	40,574		123,229
TOTAL EXPENSES	\$476,386	\$467,432	\$420,220	\$0	\$1,364,038
TOTAL INCOME	\$437,642	\$417,588	\$414,064	\$0	\$1,269,294
TOTAL EXPENSES	\$476,386	\$467,432	\$420,220	\$0	\$1,364,038
SURPLUS (DEFICIT)	(\$38,744)	(\$49,844)	(\$6,156)	\$0	(\$94,744)
AVERAGE INCOME	\$16.52	\$16.31	\$16.21	\$0.00	\$16.35
AVERAGE EXPENSES	\$17.98	\$18.26	\$16.45	\$0.00	\$17.56
SURPLUS (DEFICIT)	(\$1.46)	(\$1.95)	(\$0.24)	\$0.00	(\$1.21)
TOTAL PARTICIPANTS	8,631	8,532	8,516		8,626

PART TIME 2019 QUARTERLY RECAPS
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	FIRST 2019	SECOND 2019	THIRD 2019	FOURTH 2019	TOTAL
EMPLOYER CONTRIB	\$471,768	\$468,608	\$456,422	\$443,596	\$1,840,394
EMPLOYEE CONTRIB	0	0	0	0	0
MISC. INCOME	0	0	0	0	0
TOTAL INCOME	\$471,768	\$468,608	\$456,422	\$443,596	\$1,840,394
EXPENSES					
PROVIDER	\$431,508	\$430,261	\$423,666	\$413,083	\$1,698,518
OPERATING	43,007	44,634	44,241	41,721	173,603
TOTAL EXPENSES	\$474,515	\$474,895	\$467,907	\$454,804	\$1,872,121
TOTAL INCOME	\$471,768	\$468,608	\$456,422	\$443,596	\$1,840,394
TOTAL EXPENSES	\$474,515	\$474,895	\$467,907	\$454,804	\$1,872,121
SURPLUS (DEFICIT)	(\$2,747)	(\$6,287)	(\$11,485)	(\$11,208)	(\$31,727)
AVERAGE INCOME	\$17.01	\$16.81	\$16.71	\$16.68	\$16.80
AVERAGE EXPENSES	\$17.11	\$17.03	\$17.13	\$17.10	\$17.09
SURPLUS (DEFICIT)	(\$0.10)	(\$0.22)	(\$0.42)	(\$0.42)	(\$0.29)
TOTAL PARTICIPANTS	9,243	9,295	9,104	8,864	9,127

COMBINED 2020 QUARTERLY RECAP
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	<u>FIRST 2020</u>	<u>SECOND 2020</u>	<u>THIRD 2020</u>	<u>FOURTH 2020</u>	<u>TOTAL</u>
EMPLOYER CONTRIB	\$802,266	\$770,094	\$770,478	\$0	\$2,342,838
EMPLOYEE CONTRIB	0	0	0	0	0
MISC. INCOME	0	0	0	0	0
INTEREST & DIVIDENDS	1,476	1,356	938	0	3,770
TOTAL INCOME	\$803,742	\$771,450	\$771,416	\$0	\$2,346,608
EXPENSES					
PROVIDER	\$742,016	\$730,684	\$711,258	\$0	\$2,183,958
OPERATING	70,961	69,157	\$69,082	\$0	209,200
TOTAL EXPENSES	\$812,977	\$799,841	\$780,340	\$0	\$2,393,158
TOTAL INCOME	\$803,742	\$771,450	\$771,416	\$0	\$2,346,608
TOTAL EXPENSES	\$812,977	\$799,841	\$780,340	\$0	\$2,393,158
SURPLUS (DEFICIT)	(\$9,235)	(\$28,391)	(\$8,924)	\$0	(\$46,550)
TOTAL PARTICIPANTS	14,908	14,428	14,500	0	14,612
FUND RESERVE	\$577,148	\$421,601	\$534,638		

COMBINED
2019
QUARTERLY RECAP

	<u>FIRST 2019</u>	<u>SECOND 2019</u>	<u>THIRD 2019</u>	<u>FOURTH 2019</u>	<u>TOTAL</u>
EMPLOYER CONTRIB	\$843,098	\$838,742	\$824,879	\$810,115	\$3,316,834
EMPLOYEE CONTRIB	0	0	0	0	0
MISC. INCOME	0	0	0	0	0
INTEREST & DIVIDENDS	2,910	1,461	3,108	3,963	11,442
TOTAL INCOME	\$846,008	\$840,203	\$827,987	\$814,078	\$3,328,276
EXPENSES					
PROVIDER	\$776,783	\$775,180	\$765,430	\$751,884	\$3,069,277
OPERATING	71,388	73,924	\$73,855	\$70,378	289,545
TOTAL EXPENSES	\$848,171	\$849,104	\$839,285	\$822,262	\$3,358,822
TOTAL INCOME	\$846,008	\$840,203	\$827,987	\$814,078	\$3,328,276
TOTAL EXPENSES	\$848,171	\$849,104	\$839,285	\$822,262	\$3,358,822
SURPLUS (DEFICIT)	(\$2,163)	(\$8,901)	(\$11,298)	(\$8,184)	(\$30,546)
TOTAL PARTICIPANTS	15,340	15,393	15,197	14,955	15,221
FUND RESERVE	\$448,847	\$449,313	\$439,859	\$590,472	

UTILIZATION
THIRD QUARTER 2020

AKMAN & ASSOC.

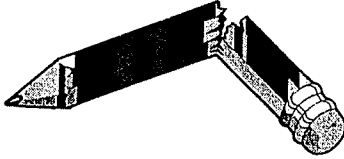
CODE	TYPE	OPEN CASE	ATTORNEY HOURS	PARALEGAL HOURS	SURCHG.
01	FAMILY	257	1,557.60	1,120.15	\$9,683
02	PROBATE	40	158.70	224.40	
03	WILL	234	668.35	583.45	
04	NEGLIGENCE	35	110.80	160.95	
05	REAL ESTATE	85	301.80	154.35	
06	CONSUMER	283	1,577.30	1,244.75	
07	CRIMINAL	54	302.65	67.35	
08	TRAFFIC	63	312.90	73.10	
09	LANDLORD/TENANT	52	164.60	77.85	
10	ADMINISTRATION	28	81.50	33.65	
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	22	95.20	23.30	
15	CIVIL LITIGATION	0	0.00	0.00	
16	T CASES	0	0.00	0.00	

TOTAL	1,153	5,331.40	3,763.30	\$9,683
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ALL HOURS	9,094.70
ADJUSTED HOURS	7,213.05
PAYMENT	\$711,258
COST PER HOUR	\$98.61

THIRD QUARTER 2020
DELINQUENCIES

NONE



MEETING NOTES

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