United Food and Commercial Workers
and Food Employers Labor Relations Association
Severance Plan

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A Program of the
FELRA and UFCW
VEBA Fund

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MINUTES OF THE MEETING OF THE COMMITTEE
OF THE UFCW & FELRA SEVERANCE FUND
HELD VIA VIDEO CONFERENCE
DECEMBER 12, 2022

The following Committee Members were present:

Union Committee Members
J. Hack
Y. Anwar
N. Hill
C. Hoffmann

Employer Committee Members
J. Paradis
D. Dosenbach
M. Goble

Also present were:

M. Federici – UFCW Local 400
J. Harrison – UFCW Local 27
D. Jensen – Associated Administrators, LLC
G. Kalwarski – Cheiron
M. Kreps – Groom Law Group
C. McDonough – Investment Performance Services
B. McKiver – UFCW Local 400
R. McKnight – Associated Administrators, LLC
C. Murphy – Associated Administrators, LLC
J. Nazario – UFCW Local 27
S. Sanchez – Slevin & Hart, P.C.
A. Sims – Associated Administrators, LLC
B. Slevin – Slevin & Hart, P.C.
L. Walsh – Associated Administrators, LLC
M. Wilson – UFCW Local 400
K. Woodrich – Cheiron

I. CALL TO ORDER

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

A. PROXY.

Ms. Sims reported that Committee Member Hipkins was unable to attend the meeting. He provided his proxy to Committee Member Blitzstein to act in all matters coming before the Committee.

II. MINUTES

The Committee Members reviewed the minutes of the last regular meeting held on September 15, 2022 and the Appeals Committee meeting held on October 12, 2022, 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 September 15, 2022 and the Appeals Committee meeting held on October 12, 2022, are approved as presented.**

III. ACTUARY'S REPORT

Mr. Woodrich stated the final 2022 Actuarial Valuation had been completed and circulated to the Trustees. The Trustees thanked Mr. Woodrich for his report.

IV. FINANCIAL REPORT

A. PNC Bank

Ms. Sims reviewed the PNC Summary of Activity Report for the period January 1, 2022 through October 31, 2022. Such report indicated a beginning market value of $4,807,290, negative earnings of $52,485, receipts of $3,441, and disbursements of $2,598,537, producing an ending market value of $2,159,709 as of October 31, 2022.

A. Investment Performance Services ("IPS")

The Committee Members welcomed Mr. Chris McDonough of IPS to the meeting.

1. Master Consulting Report – September 30, 2022

Mr. McDonough presented the Master Consulting Report for the quarter ending September 30, 2022. Such report indicated a beginning market value of $4,807,243, net cash flow of negative $3,954,042, and a net investment loss of $73,432, resulting in an ending market value of $779,769 for the period ending September 30, 2022. The performance was negative 5.6%, gross of fees, through September 30, 2022.

2. Preliminary Performance Update – October 31, 2022

Mr. McDonough reviewed the Preliminary Performance Report for the period ending October 31, 2022. Such report indicated a beginning market value of $779,769, net cash flow of $0, and a net investment gain of $2,179, resulting in an ending market value of $781,949. The year-to-date performance through October 31, 2022 was negative 5.4%, gross of fees.

3. Asset Allocation

Mr. McDonough reviewed the asset allocation report comparing the current investments against the Investment Policy guidelines. He noted that the Fund currently is overweight in Investment Grade Fixed Income and underweight in Short Duration High Yield Fixed Income. Mr. McDonough stated that, due to the timing and size of the contributions and withdrawals, the Fund's allocations may vary widely from the Policy targets but currently are still within the allowable range.

The Committee Members thanked Mr. McDonough for his report and he was excused from the meeting.

V. ATTORNEY'S REPORT

A. IRS Intent to Levy Notice

Ms. Sanchez reported on the IRS Intent to Levy notices received by the Fund.

B. Cheiron Agreement

Ms. Sanchez reported on the 2022 Cheiron Engagement Letter.

C. Investment Policy Statement

Ms. Sanchez reported on the Investment Policy Statement.

VI. ADMINISTRATIVE MANAGER'S REPORT

A. Third Quarter 2022 Report

Ms. Sims presented the Administrative Manager's Third Quarter 2022 Report. Such report indicated contribution income of $1,024, and interest income of $23,166, producing a total income of $24,190. Total expenses were $196,558, producing a deficit of $172,368 for the quarter. She noted that hours were recorded on behalf of 15 active Plan participants.

Ms. Sims reviewed the severance applications contained in the Administrative Manager's Third Quarter 2022 Report.

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

> **RESOLVED, that the Severance applications contained in the Administrative Manager's Third Quarter 2022 Report are recommended for payment.**

VII. INVOICES

Ms. Sims presented a list of invoices dated December 12, 2022. 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 December 12, 2022 are recommended for approval as presented.**

VIII. NEXT MEETING DATE AND LOCATION

After discussion, the Committee Members noted that the next meeting is scheduled on the following date:

Friday, March 17, 2023 at 9:30 A.M.

Tuesday, June 27, 2023 at 9:30 A.M.

Wednesday, September 27, 2023 at 9:30 A.M.

Monday, December 11, 2023 at 9:30 A.M.

The meeting will be held via video conference.

IX. ADJOURNMENT

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

Respectfully Submitted,

Jason Paradis, Secretary

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