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 MEMBERS
OF THE UFCW & FELRA SEVERANCE FUND
HELD VIA VIDEO CONFERENCE
MARCH 11, 2021

The following Committee Members were present:

Union Committee Members
T. Hipkins - Chairman
J. Hack
N. Hill
C. Hoffmann
M. Wilson

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

Also present were:

W. Antoshak - Associated Administrators, LLC
Y. Anwar - UFCW Local 400
J. Chorpenning - UFCW Local 27
L. DuVall - Associated Administrators, LLC
M. Federici - UFCW Local 400
A. Hanson - UFCW Local 400
J. Harrison - UFCW Local 27
N. Jacobs - UFCW Local 400
D. Jensen - Associated Administrators, LLC
G. Kalwarski - Cheiron
M. Kreps - Groom Law Group
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.
A. Sims - Associated Administrators, LLC
B. Slevin - Slevin & Hart, P.C.
L. Walsh - Associated Administrators, LLC
K. Woodrich - Cheiron

I. CALL TO ORDER

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

II. MINUTES

The Committee Members reviewed the minutes of the last regular meeting held on December 14, 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 December 14, 2020 are approved as presented.**

III. FINANCIAL REPORT

A. PNC Bank

Ms. DuVall reviewed the PNC Summary of Activity Report for the period January 1, 2021 through January 31, 2021. Such report indicated a beginning market value of $2,719,092, earnings of negative $1,967, receipts of $455 and disbursements of $354,598, producing an ending market value of $2,362,982 as of January 31, 2021.

B. Investment Performance Services ("IPS")

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

1. Master Consulting Report – December 31, 2020

Mr. McDonough presented the Master Consulting Report for the quarter ending December 31, 2020. Such report indicated a beginning market value of $3,914,628, net cash flow of negative $1,206,624, and a net investment change of $11,072, resulting in an ending market value of $2,719,075 for the period ending December 31, 2020. The year-to-date performance was 3.4% through December 31, 2020, gross of fees.

2. Preliminary Performance Update – January 31, 2021

Mr. McDonough reviewed the Preliminary Performance Report for the period ending January 31, 2021. Such report indicated a beginning market value of $2,719,075, net cash flow of negative $354,143, and net investment change of negative $1,965, resulting in an ending market value of

$2,362,968. The year-to-date performance through January 31, 2021 was negative 0.1%, gross of fees.

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

IV. ATTORNEY'S REPORT

A. Department of Labor ("DOL")

Ms. Sanchez reported on the DOL's investigation of the Fund.

V. ADMINISTRATIVE MANAGER'S REPORT

A. Fourth Quarter 2020 Report

Ms. DuVall presented the Administrative Manager's Fourth Quarter 2020 Report. Such report indicated contribution income of $1,322 and interest income of $6,416, producing a total income of $7,738. Total expenses were $1,218,753, producing a deficit of $1,211,015 for the quarter. She noted that hours were recorded on behalf of 17 active Plan participants.

Ms. DuVall reviewed the severance applications contained in the Administrative Manager's Fourth Quarter 2020 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 Fourth Quarter 2020 Report are recommended for payment.**

VI. INVOICES

Ms. DuVall presented a list of invoices dated December 14, 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 December 14, 2020 are recommended for approval as presented.**

VII. OTHER FUND BUSINESS

A. Cheiron – Retainer Request

Ms. DuVall presented Cheiron's retainer fee request for 2021. She stated that Cheiron proposed a retainer fee of $42,604 ($10,651.00 per quarter), which represented an increase of approximately 1.4%, with the non-retainer fees ranging from $107 to $515 per hour.

After discussion, and on Motion made and seconded, the Committee Members voted unanimous approval of the following resolution:

> **RESOLVED, to recommend approval of Cheiron's 2021 engagement proposal, as presented.**

B. Severance Replenishment Invoice

Ms. DuVall noted that Severance Fund contribution invoices had been sent to the participating employers on March 3, 2021.

VIII. NEXT MEETING DATE AND LOCATION

The Committee Members noted that the next meeting was scheduled for June 22, 2021 and will be held via video conference. It was further noted that the September 2, 2021 meeting had been changed to September 23, 2021 and will be held in the offices of UFCW Local 400, if COVID-19 restrictions are lifted to allow in-person meetings.

IX. ADJOURNMENT

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

Respectfully Submitted,

Linda DuVall

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