

*UNITE HERE Local 25 and
Hotel Association of
Washington, D.C.
Group Legal Services Fund
January 1, 2016 – December 31, 2016*

February 21, 2017

Trustees

UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal
Services Fund
1003 K. Street, N.W., 7th Floor
Washington, D.C. 20001

Greetings:

Attached is the 2016 Annual Utilization Report for UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal Services Fund, hereinafter the "Plan". During this Plan year, 978 households opened 1502 new matters.

This report summarizes the legal services furnished to Plan participants and provides a statistical breakdown of:

- ◆ *The total number of Plan cases by area of law and as a percentage of the total Plan cases.*
- ◆ *The total number of attorney hours devoted to Plan cases on an annual basis.*
- ◆ *The total number of legal assistant hours devoted to Plan cases on an annual basis.*
- ◆ *Annual comparative data.*

In the 2016 Plan year, our firm opened 1502 cases with the number of eligible participants for the same period averaging 5867. This reflects member utilization of 26 percent. During this same period, our firm provided 14,039.85¹ attorney hours and Fund contributions totaled \$1,891,392.00. By dividing the total number of attorney hours into the total Plan year contributions, we have calculated that the effective hourly rate for services received by the Plan participants was \$134.72.

If the Plan or its participants were to pay the market rate for legal services received in the Plan year, and using the market rate in the Washington, D.C. area of \$338.00² per hour for attorney time, the cost would have been \$4,745,469.30 instead of \$1,891,392.00. This difference represents *a savings to the Plan and its participants of \$2,854,077.30.*

¹ Legal assistant hours are valued at 50 percent of attorney hours.

² United States Consumer Law Attorney Fee Survey Report 2010 – 2011 (Atlantic Attorney Region Firms 6-10 Years average experience – Pg. 18).

Reply to:

Old City Hall
45 School Street
Third Floor
Boston, Massachusetts 02108
tel (617) 367.1100, fax (617) 367.4940

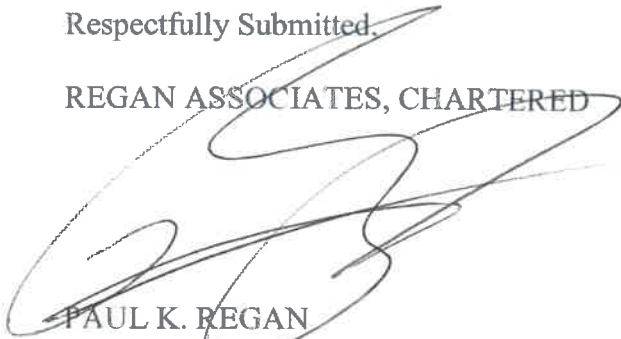
The Carpenters Building
1003 K Street, NW
Third Floor
Washington, D.C. 20001
tel (202) 393.6000, fax (202) 393.4706

Employees with a legal plan lose less time from work and are better able to concentrate on their jobs because their legal plan lawyer is giving them legal advice, defending their rights, and providing reasonable solutions to their problems. Equally important, the Plan lawyer is taking care of time-consuming telephone calls, correspondence and negotiating sessions, and eliminating the clients' unnecessary presence at court appearances. This results in the employees losing less time from work and allows them to function more effectively when at work on company time.

We look forward to continue to provide high quality and cost effective legal services to the Plan, its participants, and their families.

Respectfully Submitted,

REGAN ASSOCIATES, CHARTERED



PAUL K. REGAN
Attorney at Law

Regan Associates, Chartered

UNITE HERE Local 25 and Hotel Association of
Washington, D.C.
Group Legal Services Fund

PERCENT OF TOTAL PLAN CASES

January 01, 2016 - December 31, 2016

TYPE OF CASE	TOTAL PLAN CASES	PERCENT OF TOTAL
Immigration	348	23.2 %
Consumer	297	19.8 %
Family Law	231	15.4 %
Traffic	102	6.8 %
Negligence	87	5.8 %
Criminal	85	5.7 %
Real Estate	73	4.9 %
Landlord/Tenant	70	4.7 %
Wills	69	4.6 %
Bankruptcy	52	3.5 %
Administrative Law	44	2.9 %
General Consultation	24	1.6 %
Probate	16	1.1 %
Juvenile	4	0.3 %
Total	1502	100%

Regan Associates, Chartered

UNITE HERE Local 25 and Hotel Association of
Washington, D.C.

Group Legal Services Fund

ATTORNEY HOURS BY AREA OF LAW

January 01, 2016 - December 31, 2016

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Family Law	3225.53	23.35 %
Immigration	2859.99	20.71 %
Consumer	1605.24	11.62 %
Negligence	1492.40	10.81 %
Criminal	890.45	6.45 %
Traffic	846.70	6.13 %
Bankruptcy	770.15	5.58 %
Real Estate	695.92	5.04 %
Landlord/Tenant	429.93	3.11 %
Wills	316.93	2.29 %
Administrative Law	171.17	1.24 %
Probate	158.92	1.15 %
Juvenile	140.92	1.02 %
General Consultation	112.67	0.82 %
Civil Litigation	94.92	0.69 %
Total	13,811.79	100%

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UNITE HERE Local 25 and Hotel Association of
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Group Legal Services Fund

LEGAL ASSISTANT HOURS BY AREA OF LAW

January 01, 2016 - December 31, 2016

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
Immigration	107.25	23.5 %
Consumer	86.0	18.9 %
Family Law	82.76	18.1 %
Traffic	29.25	6.4 %
Negligence	29.05	6.4 %
Criminal	23.0	5.0 %
Real Estate	22.0	4.8 %
Bankruptcy	19.04	4.2 %
Wills	18.53	4.1 %
Landlord/Tenant	17.5	3.8 %
Administrative Law	10.75	2.4 %
General Consultation	5.75	1.3 %
Probate	4.0	0.9 %
Juvenile	1.25	0.3 %
Total	456.13	100%

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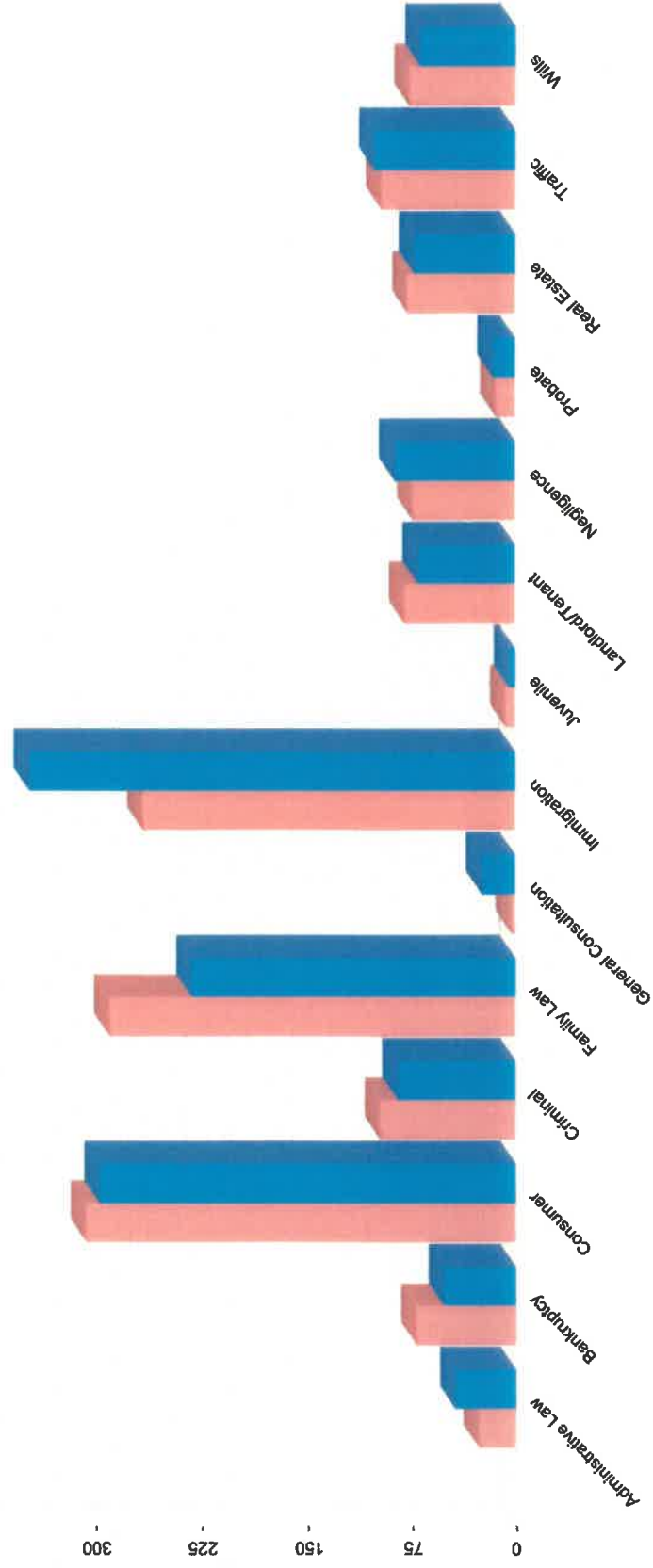
TOTAL HOURS

January 01, 2016 - December 31, 2016

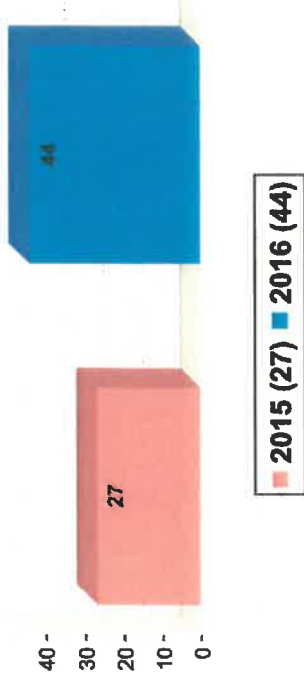
HOURS	TOTAL HOURS
ATTORNEY	13,811.79
PARALEGAL	456.13
TOTAL	14,267.92

Cases by Area of Law

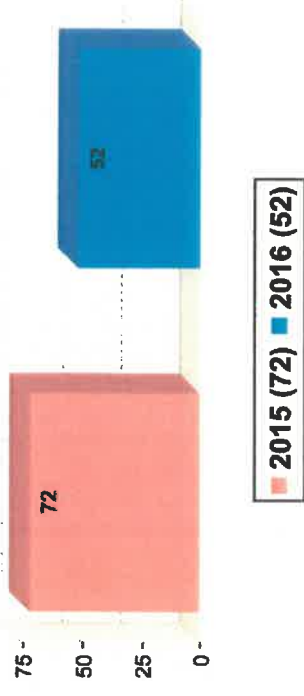
2015 2016



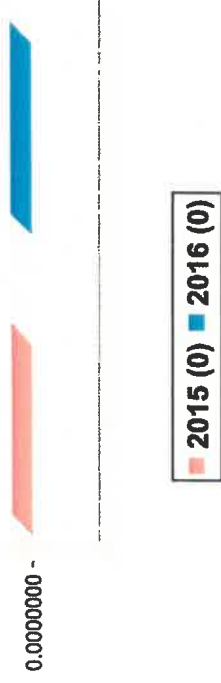
Administrative Law



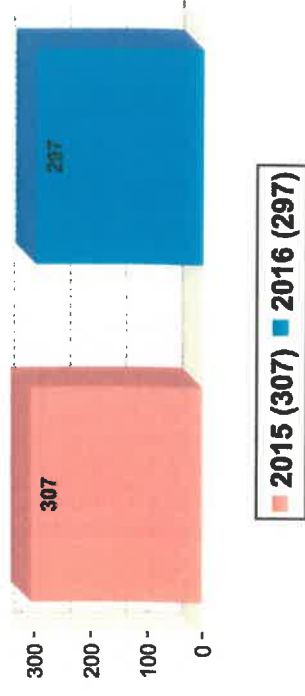
Bankruptcy



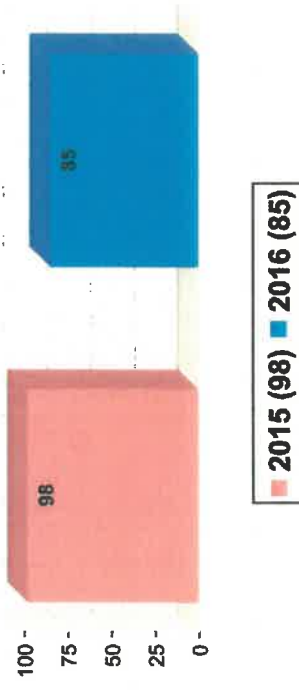
Civil Litigation



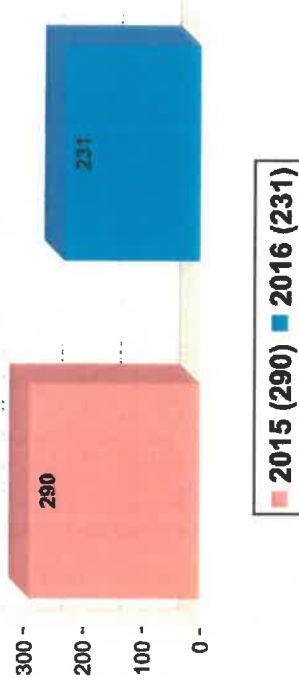
Consumer



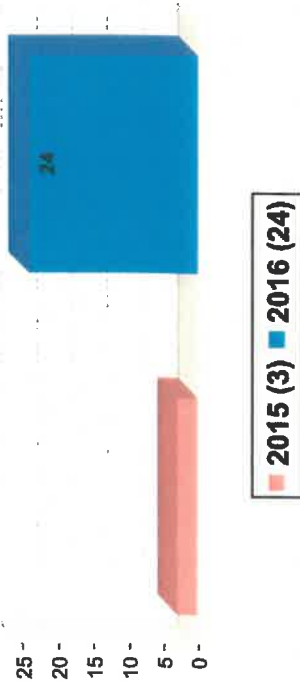
Criminal



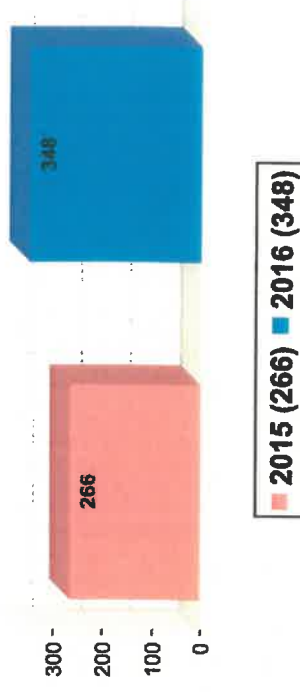
Family Law



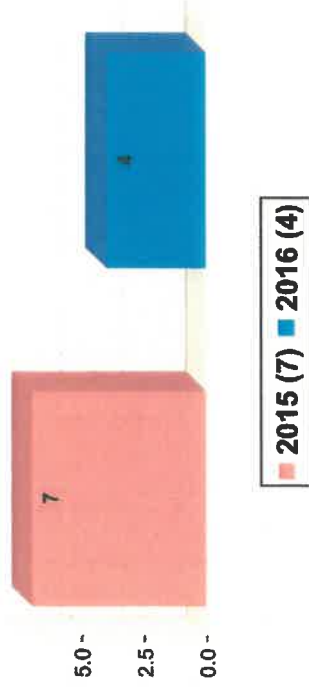
General Consultation



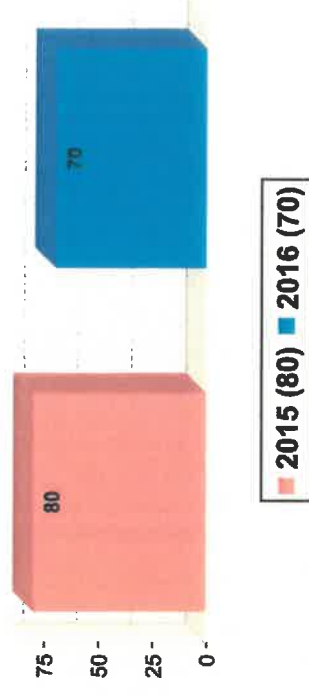
Immigration



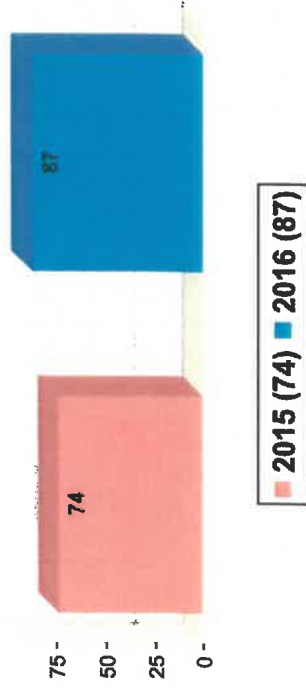
Juvenile



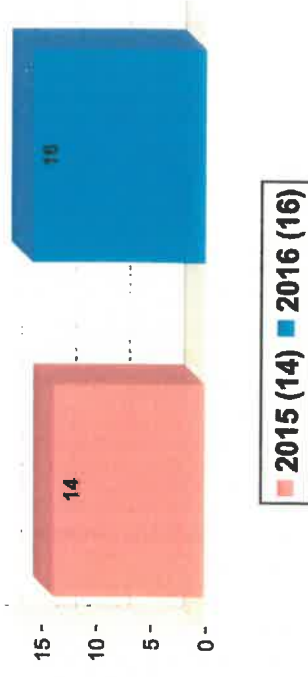
Landlord/Tenant



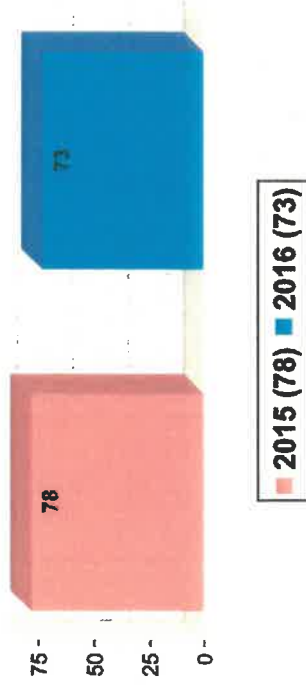
Negligence



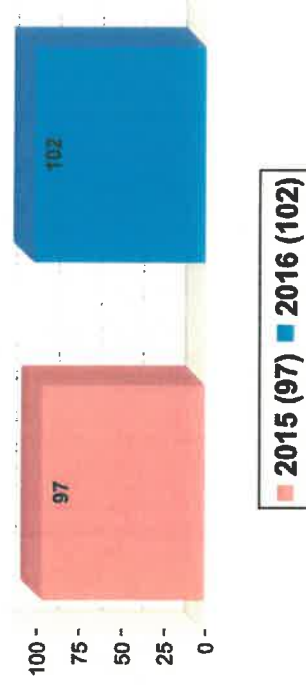
Probate



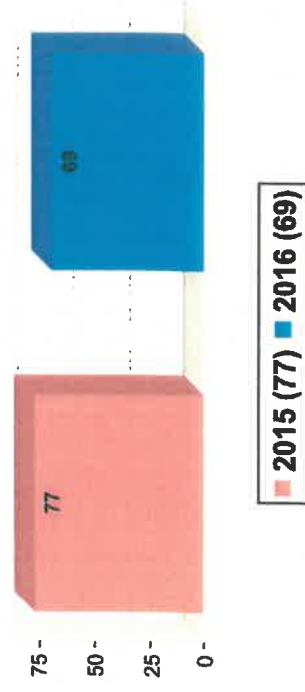
Real Estate



Traffic

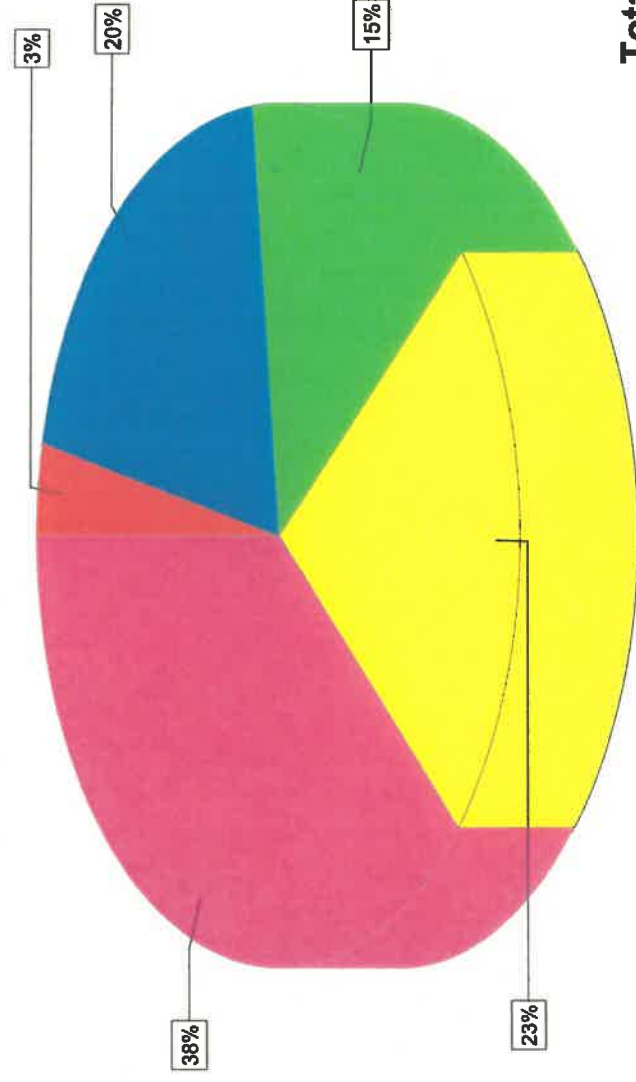


Wills



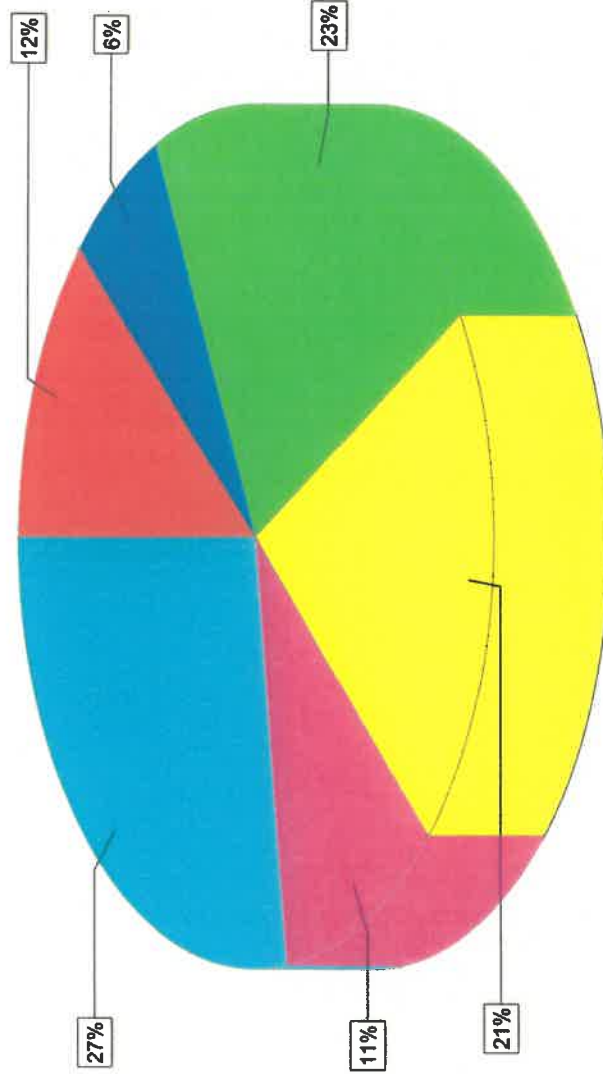
2016 Cases

Percent Total by Area of Law



Total: 1502

**L25 UNITE 2016 Hours
Percent Total by Area of Law**



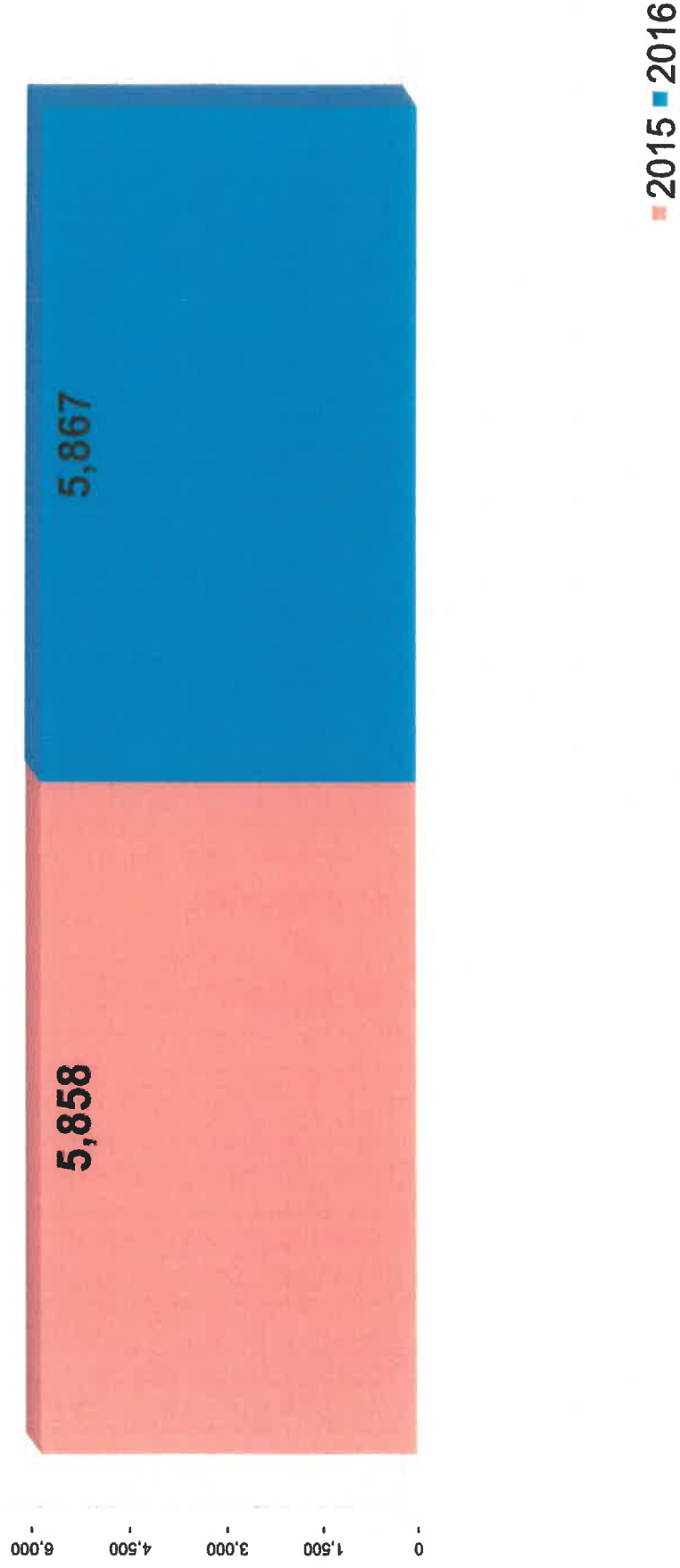
Total Cases by Plan Year



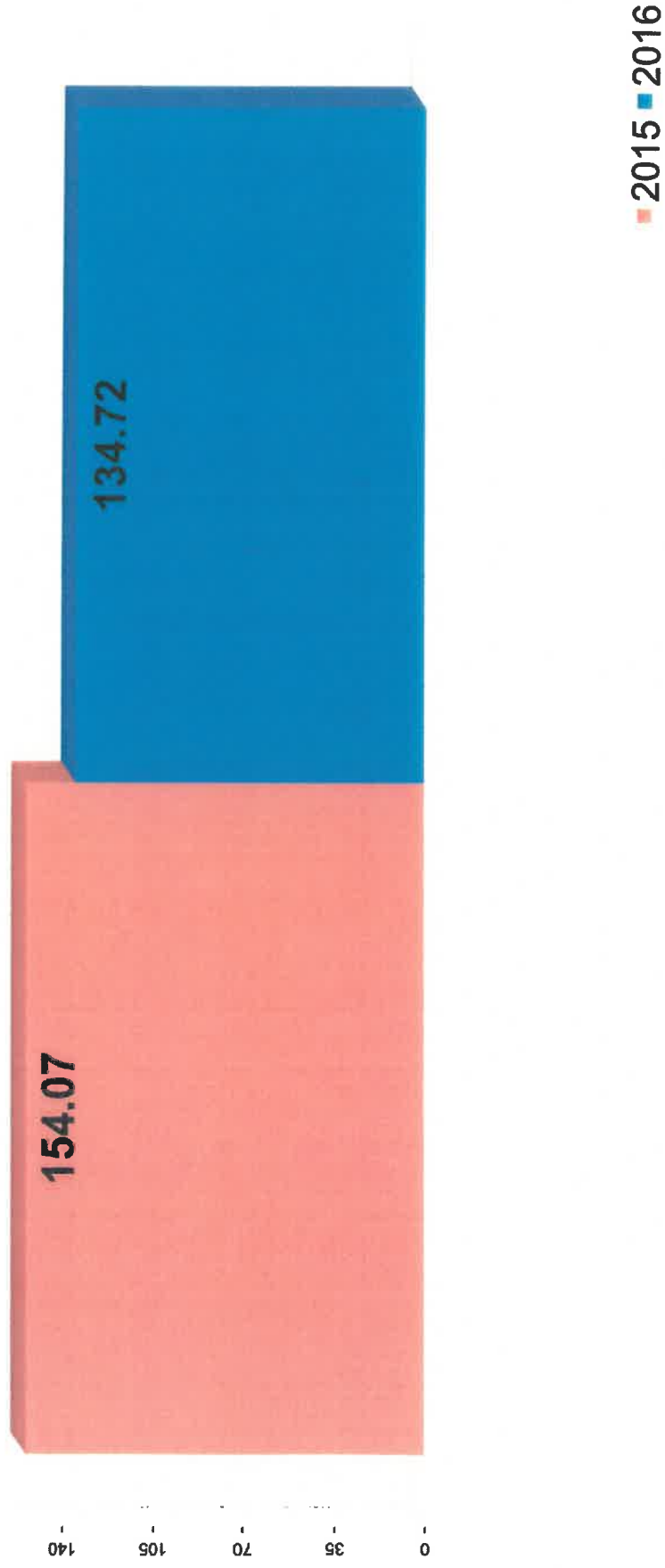
Annual Hours by Plan Year



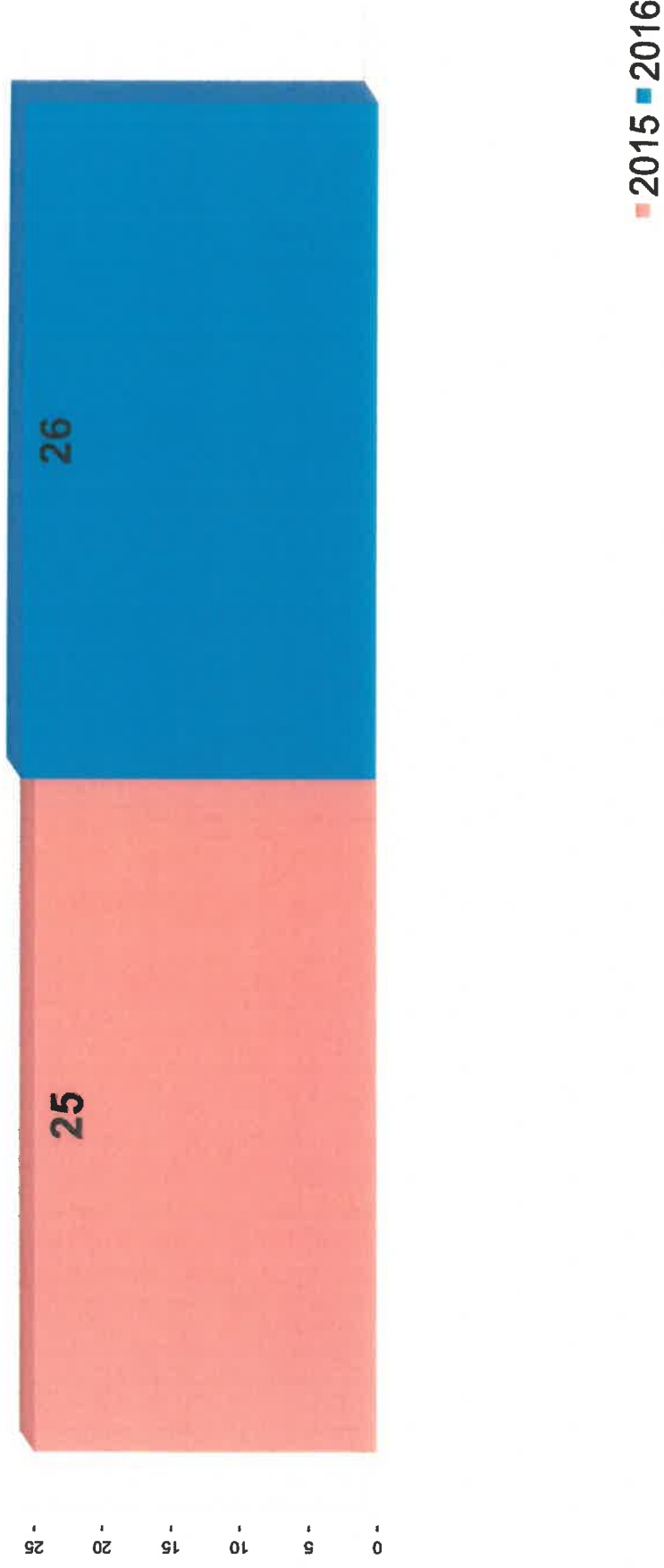
Eligible Participants by Plan Year



Effective Annual Hourly Rate



Eligible Participants Utilization by Plan Year



Time Keeping Policies and Purposes

Attorneys and other staff working at our firm record their time. This is done for multiple purposes; to ensure that clients obtain quality service, to enable firm management to track productivity and work effort, to facilitate pricing and contract proposals, and provide data so that we can furnish the funds who hire us with reports such as these.

We record attorney time for any task at a minimum of .25 hours. For tasks that exceed .25 hours any time under eight minutes past the quarter hour mark, the time is rounded down, and for any time over eight minutes past the quarter hour mark, the time is rounded up to the next .25 interval. Except as otherwise agreed, we do not use time records for billing funds or clients.

Firm management reviews attorney work product, investigates questions about service from the clients or their representatives, prepares trustee reports, and attends trustee meetings and other events at the request of the trustees, the union or the employer. Such management time may be recorded to the individual matter to which it pertains or may be allocated to the fund account and distributed on a pro rata basis by subject matter. For simplicity of reporting, all time is reported as attorney time. Legal assistant time is reduced by 50% and then recorded as attorney time.

We periodically review and revise our time keeping and recording practices and make adjustments as necessary to achieve consistency with the standards and practices reflected above. We are available to answer any questions that you may have regarding the above.