

**UNITE HERE Local 25 and Hotel Association Of Washington, D.C.
Health and Welfare Fund**

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DRAFT

**MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES OF
UNITE HERE LOCAL 25 AND HOTEL ASSOCIATION OF WASHINGTON, D.C.
HEALTH AND WELFARE FUND
HELD ON JULY 24, 2014
IN WASHINGTON, D.C.**

The following Trustees were present:

UNION TRUSTEES

John Boardman - Chairman
Stephanie Steer
Linda Martin

EMPLOYER TRUSTEES

Solomon Keene
Steve Smith
Joel Manion

Also present were:

Anne Mayerson - Bredhoff & Kaiser, PLLC
Fredric Singerman - Seyfarth Shaw, LLP
Tanaz Moghadam – Bredhoff & Kaiser, PLLC
Jeff Ianniello – Associated Administrators, LLC
Henry Jaung - Meketa Investment Group
Anne-Marie Sims - Associated Administrators, LLC
Alan Spatrack – Meketa Investment Group
Laura Szarmach – Seyfarth Shaw, LLP (for part of the meeting)
Dawn Welch – Associated Administrators, LLC

I. CALL TO ORDER

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

II. MINUTES

A. Board Meeting, April 30, 2014

Ms. Sims reported that she had received no further comments on the draft of the subject minutes which had been circulated prior to this meeting.

On Motion made and seconded, the Trustees approved the following resolution:

RESOLVED that the minutes of the Board meeting held April 30, 2014 are approved.

III. INVOICES

Ms. Sims presented a list of invoices dated July 24, 2014. It was noted that there were no additions, deletions or changes to the list.

On Motion made and seconded, the Trustees approved the following resolution:

RESOLVED that the invoices set forth in the list dated July 24, 2014 are approved for payment.

IV. AUDITOR REPORT

Mr. Geiman of Novak | Francella, LLC (“Novak”) distributed copies of the Financial Statements for years ended December 31, 2013 and 2012, a copy of which is attached to and made a part of these minutes as Exhibit A. He confirmed that the financial statements, in Novak’s opinion, present fairly, in all material respects, the financial status of the Fund. Mr. Geiman then reviewed the audit report in detail. Mr. Geiman reported that the Forms 990 and 5500 would be filed under extension.

V. PAYROLL AUDIT COLLECTIONS REPORT

Ms. Sims referred to the Payroll Audit Collections Report dated July 10, 2014 included in the meeting book. A copy of the report is attached to and made a part of the minutes as Exhibit A. Ms. Sims reviewed the report, which confirmed the results to date of the collection of payroll audit deficiencies after receipt of the audits from Calibre and before referral of unpaid billed deficiencies to the Fund's Collection Counsel.

VI. COLLECTION COUNSEL REPORT

Ms. Sims reported that there were no collection matters requiring Board action.

VII. CO-COUNSEL REPORT

A. Collection Policy Update

Anne Mayerson distributed a copy of the revised Collections Policy to reflect three clarifications on the Policy requested by the Finance and Collection Committee. Specifically, the policy as proposed to be amended clarifies that the maximum period for which an employer may take credit for an overpayment is three years and that the determination as to whether to credit an employer with overpayments is to be made by the Finance and Collection Committee

On Motion made and seconded, the Trustees approved the following resolution:

RESOLVED to approve the revised Collection Policy as presented.

B. Affordable Care Act: Comparative Effectiveness Research Fee

Ms. Mayerson reported that the Patient-Centered Outcomes Research Trust Fund ("PCORI") fee ("PCORI") fee that is imposed on Kaiser for the policy year ending October 20, 2014 with respect to the Fund is \$2.08 per covered life (that is, for each A list employee and dependent covered under Kaiser). The amount will increase for policy years ending October 30, 2015 through October 30, 2018 and will not apply after that

date. She confirmed that this fee does not apply to “excepted benefits” such as dental and vision benefits. Ms. Sims reported that she has confirmed with Kaiser that Kaiser will be paying the PCORI fees on behalf of the Fund for this Plan year.

Co-Counsel reported that there were no further legal matters requiring Board action at this time.

VIII. ADMINISTRATIVE MANAGER’S REPORT

A. Fourth Quarter 2013 Administrative Manager’s Report

Ms. Sims presented and reviewed the Fourth Quarter 2013 Administrative Manager’s Report, a copy of which is attached to and made a part of these minutes as Exhibit B.

B. First Quarter 2014 Administrative Manager’s Report

Ms. Sims presented and reviewed the First Quarter 2014 Administrative Manager’s Report, a copy of which is attached to and made a part of these minutes as Exhibit C.

IX. PROVIDER RENEWALS

A. Vision Provider Renewal 2014 - Group Vision Services (“GVS”)

Ms. Sims reported that the Trustees, via interim poll, approved GVS’ four-year renewal proposal for the period June 1, 2014 through May 31, 2018 with a composite rate increase from \$0.525 to \$0.672 per hour.

B. Dental Provider Renewal 2014 - Group Dental Services (“GDS”)

Ms. Sims reported that the Trustees, via interim poll, approved GDS’s renewal proposal with an premium increase of 2.6% (to \$.326 per hour) due to the HIF tax effective June 1, 2014 through December 31, 2014 and a trend increase of 5% over the current rate (to \$.334/hour) effective January 1, 2015 through December 31, 2015.

X. OTHER FUND BUSINESS

UNITE HERE Local 23 Participation Agreements

Mr. Boardman reported that all employers that were previously required to contribute to the Fund under collective bargaining agreements with UNITE HERE Local 25 and are now required to contribute to the Fund under collective bargaining agreements with UNITE HERE Local 23 have executed a Participation Agreement in order to continue participation in the Fund, with the exception of Haute on the Hill. Mr. Boardman said he would continue to work with UNITE HERE Local 23 to obtain a signed participation agreement with Haute on the Hill.

XI. NEXT MEETING DATE AND LOCATION

The Trustees will schedule their next regular Board meeting on Thursday, October 16 2014.

XII. ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully submitted,
Solomon Keene
Secretary-Treasurer

AMS/dw
(Org. 07-26-14)

Attachments:

Exhibit A: Novak | Francella, LLC Financial Statements for years ended Dec. 31, 2013 and 2012
Exhibit B: Associated Administrators, LLC: Fourth Quarter 2013 Administrative Manager's Report
Exhibit C: Associated Administrators, LLC: First Quarter 2014 Administrative Manager's Report