

*UNITE HERE Local 25 and
Hotel Association of
Washington, D.C.
Group Legal Services Fund
January 1, 2011 – December 31, 2011*

THE LAW OFFICES OF
Regan Associates,
C H A R T E R E D

March 1, 2012

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 2011 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, 797 households opened 1,322 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 2011 Plan year, our firm opened 1,322 cases with the number of paying participants for the same period averaging 4,761. This reflects member utilization of 28 percent. During this same period, our firm provided 10,052.98¹ attorney hours and Fund contributions totaled \$1,461,270.13. 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 \$145.36.

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 \$210.00² per hour for attorney time, the cost would have been \$2,111,125.80 instead of \$1,461,270.13. This difference represents *a savings to the Plan and its participants of \$649,855.67.*

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

² Assumes a law firm with 9 – 20 attorneys with average experience of 11 – 15 years.

The Survey of Law Firm Economics 2006 Edition (Altman Weil Publications, Inc.), pages 94 – 102.

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The Carpenters Building
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tel (202) 393.6000, fax (202) 393.4706

UNITE HERE Local 25 and Hotel Association of Washington, D.C. Group Legal
Services Fund
Page 2
March 1, 2012

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 1, 2011 - December 31, 2011

TYPE OF CASE	TOTAL PLAN CASES	PERCENT OF TOTAL
FAMILY LAW	231	17.5%
CONSUMER	202	15.3%
IMMIGRATION	148	11.2%
CIVIL LITIGATION	112	8.5%
BANKRUPTCY	95	7.2%
WILLS	93	7.0%
REAL ESTATE	91	6.9%
CRIMINAL	90	6.8%
TRAFFIC	84	6.4%
LANDLORD/TENANT	52	3.9%
GENERAL CONSULTATION	47	3.6%
ADMINISTRATIVE LAW	29	2.2%
NEGLIGENCE	27	2.0%
JUVENILE	12	0.9%
PROBATE	9	0.7%
TOTAL	1,322	100%

Regan Associates, Chartered

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

Group Legal Services Fund

PERCENT OF TOTAL ATTORNEY HOURS

January 1, 2011 - December 31, 2011

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
FAMILY LAW	2,346.65	23.8%
CRIMINAL	1,380.05	14.0%
CONSUMER	1,226.40	12.4%
IMMIGRATION	1,071.71	10.9%
BANKRUPTCY	1,067.43	10.8%
CIVIL LITIGATION	759.61	7.7%
TRAFFIC	559.93	5.7%
REAL ESTATE	358.09	3.6%
NEGLIGENCE	285.58	2.9%
WILLS	243.46	2.5%
LANDLORD/TENANT	233.90	2.4%
GENERAL CONSULTATION	147.84	1.5%
JUVENILE	96.79	1.0%
PROBATE	77.58	0.8%
ADMINISTRATIVE LAW	13.94	0.1%
TOTAL	9,868.96	100%

Regan Associates, Chartered

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

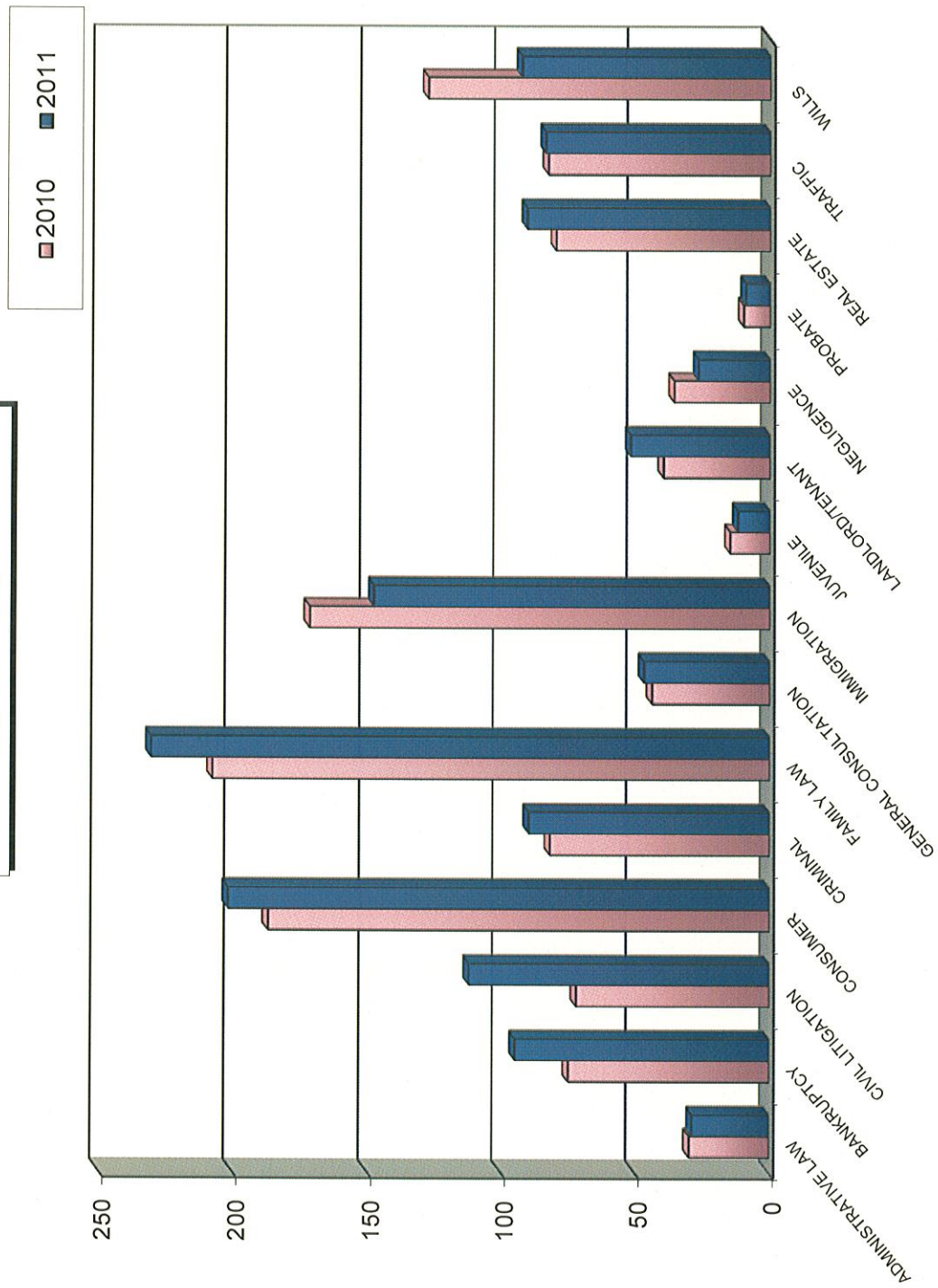
Group Legal Services Fund

PERCENT OF TOTAL LEGAL ASSISTANT HOURS

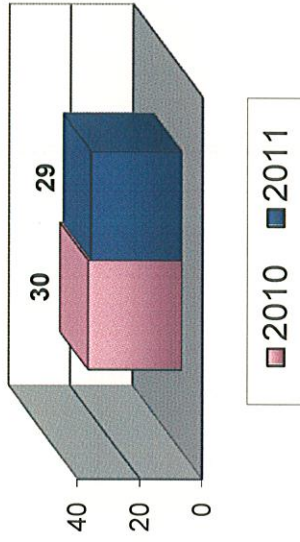
January 1, 2011 - December 31, 2011

TYPE OF CASE	TOTAL HOURS	PERCENT OF TOTAL
FAMILY LAW	58.00	15.8%
CONSUMER	53.00	14.4%
CRIMINAL	49.50	13.4%
IMMIGRATION	39.00	10.6%
CIVIL LITIGATION	29.00	7.9%
BANKRUPTCY	24.25	6.6%
REAL ESTATE	23.78	6.5%
WILLS	23.75	6.5%
TRAFFIC	21.25	5.8%
LANDLORD/TENANT	14.25	3.9%
GENERAL CONSULTATION	11.50	3.1%
ADMINISTRATIVE LAW	8.25	2.2%
NEGLIGENCE	7.25	2.0%
JUVENILE	3.00	0.8%
PROBATE	2.25	0.6%
TOTAL	368.03	100%

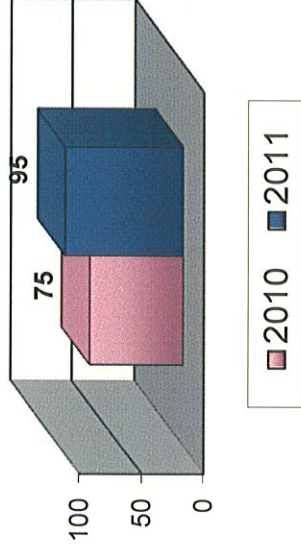
Cases by Area of Law 2010 - 2011



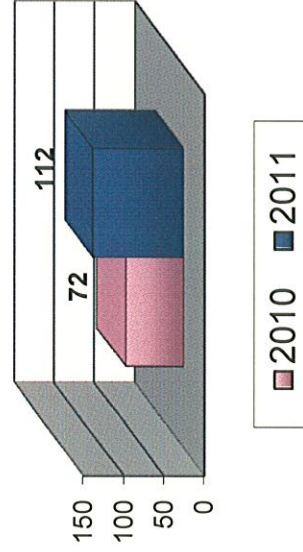
ADMINISTRATIVE LAW



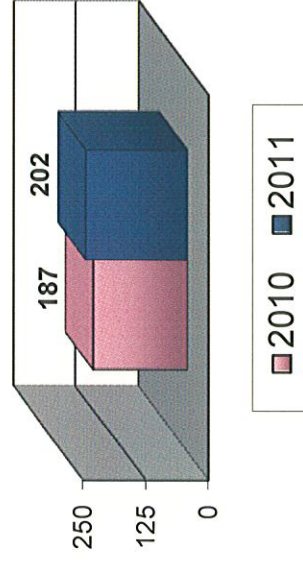
BANKRUPTCY



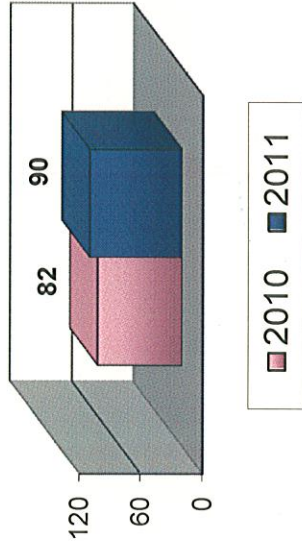
CIVIL LITIGATION



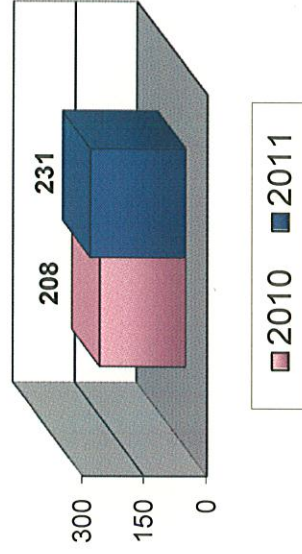
CONSUMER



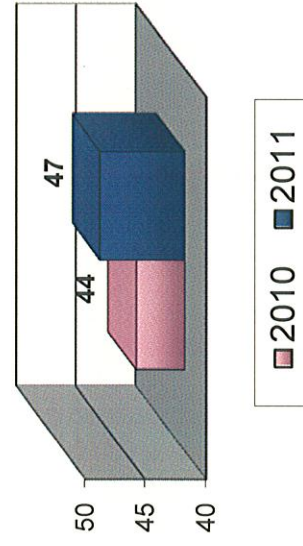
CRIMINAL



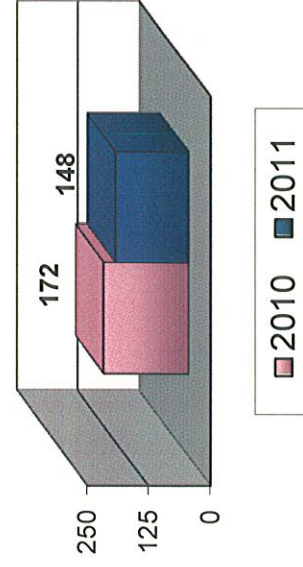
FAMILY LAW



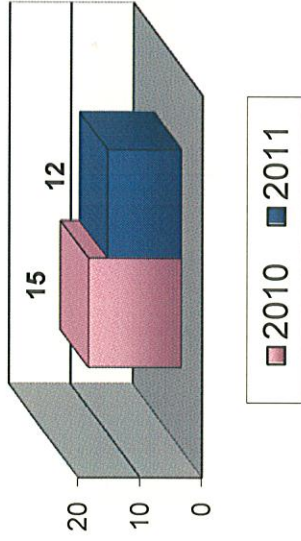
GENERAL CONSULTATION



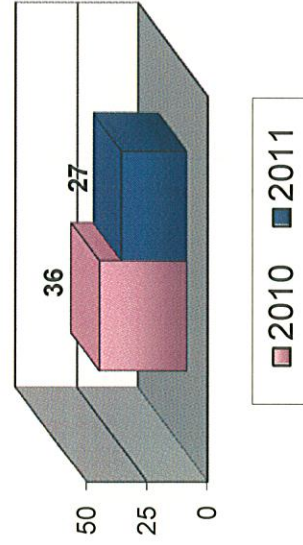
IMMIGRATION



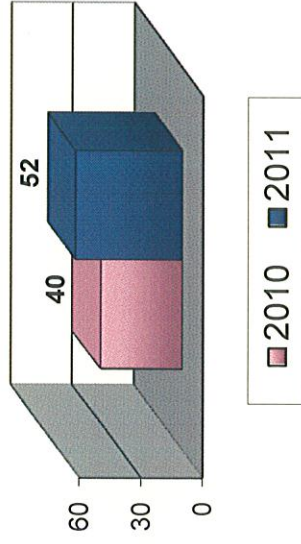
JUVENILE



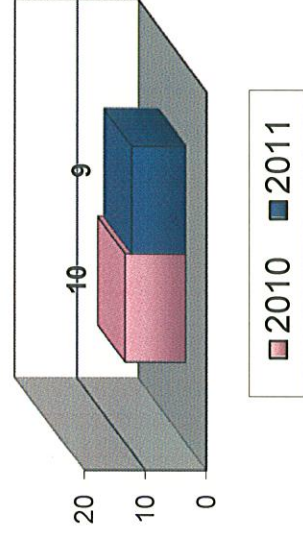
NEGLIGENCE



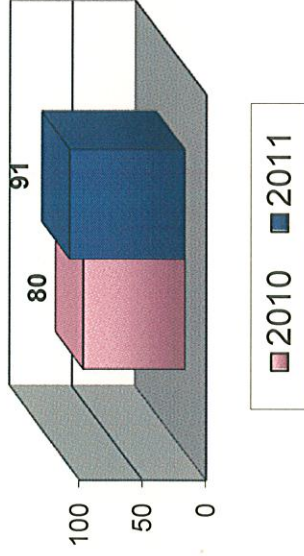
LANDLORD/TENANT



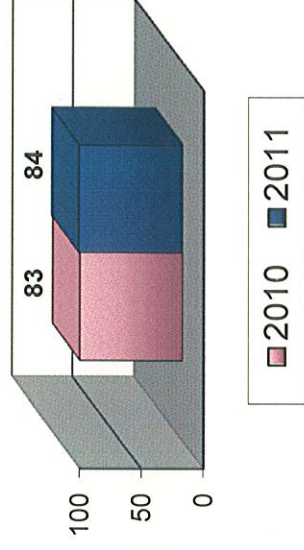
PROBATE



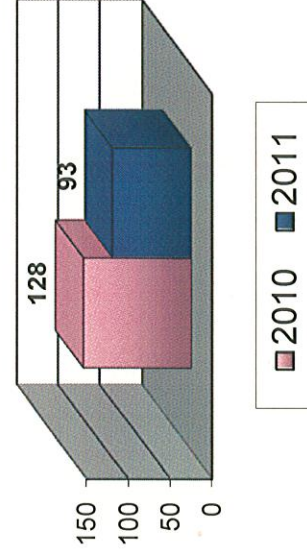
REAL ESTATE



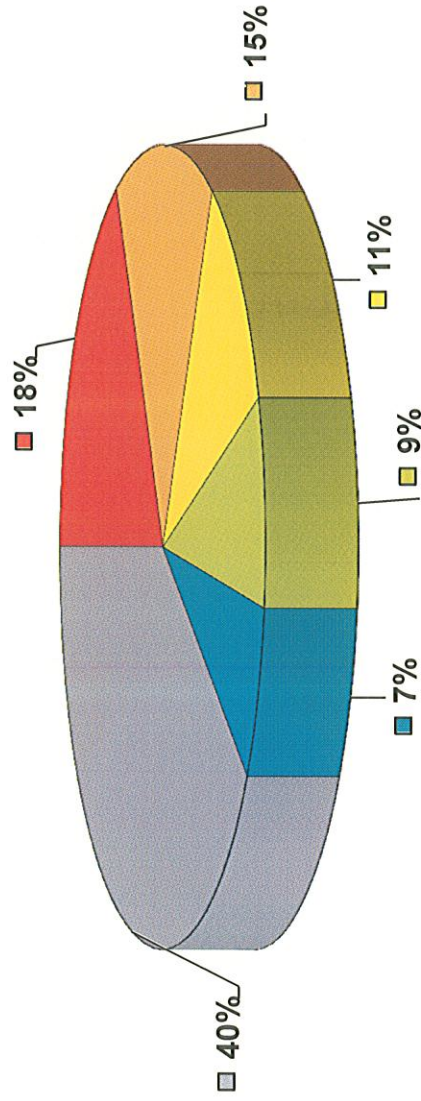
TRAFFIC



WILLS



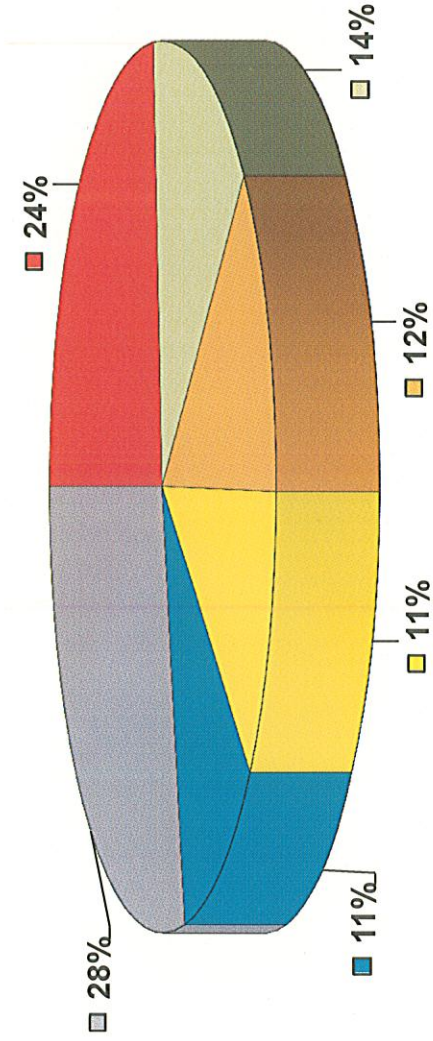
2011 Cases
Percent Total by Area of Law



Total: 1,322

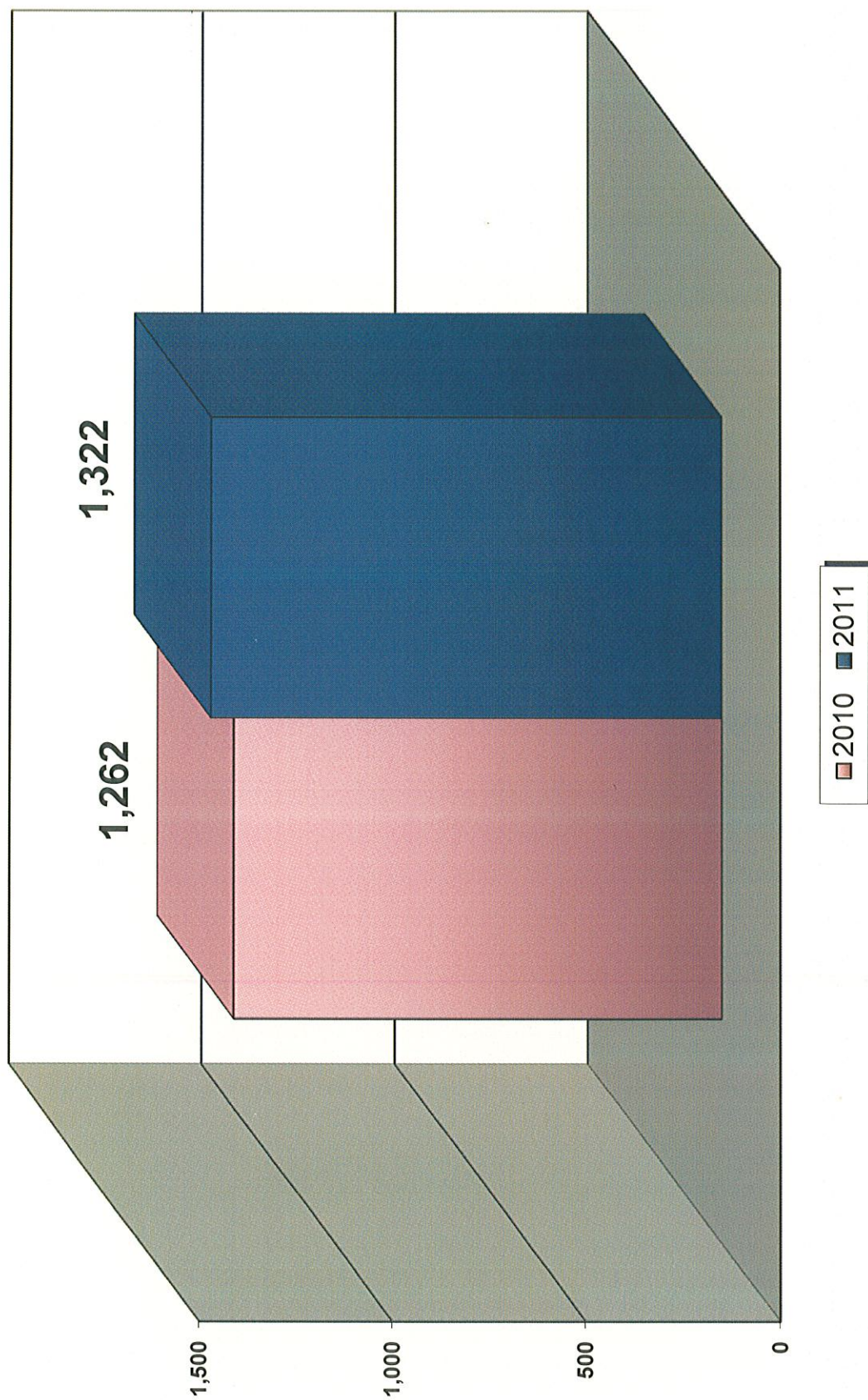
- ☒ FAMILY LAW
- ☒ CONSUMER
- ☒ IMMIGRATION
- ☒ CIVIL LITIGATION
- ☒ BANKRUPTCY
- ☒ ALL OTHERS

2011 Hours
Percent Total by Area of Law

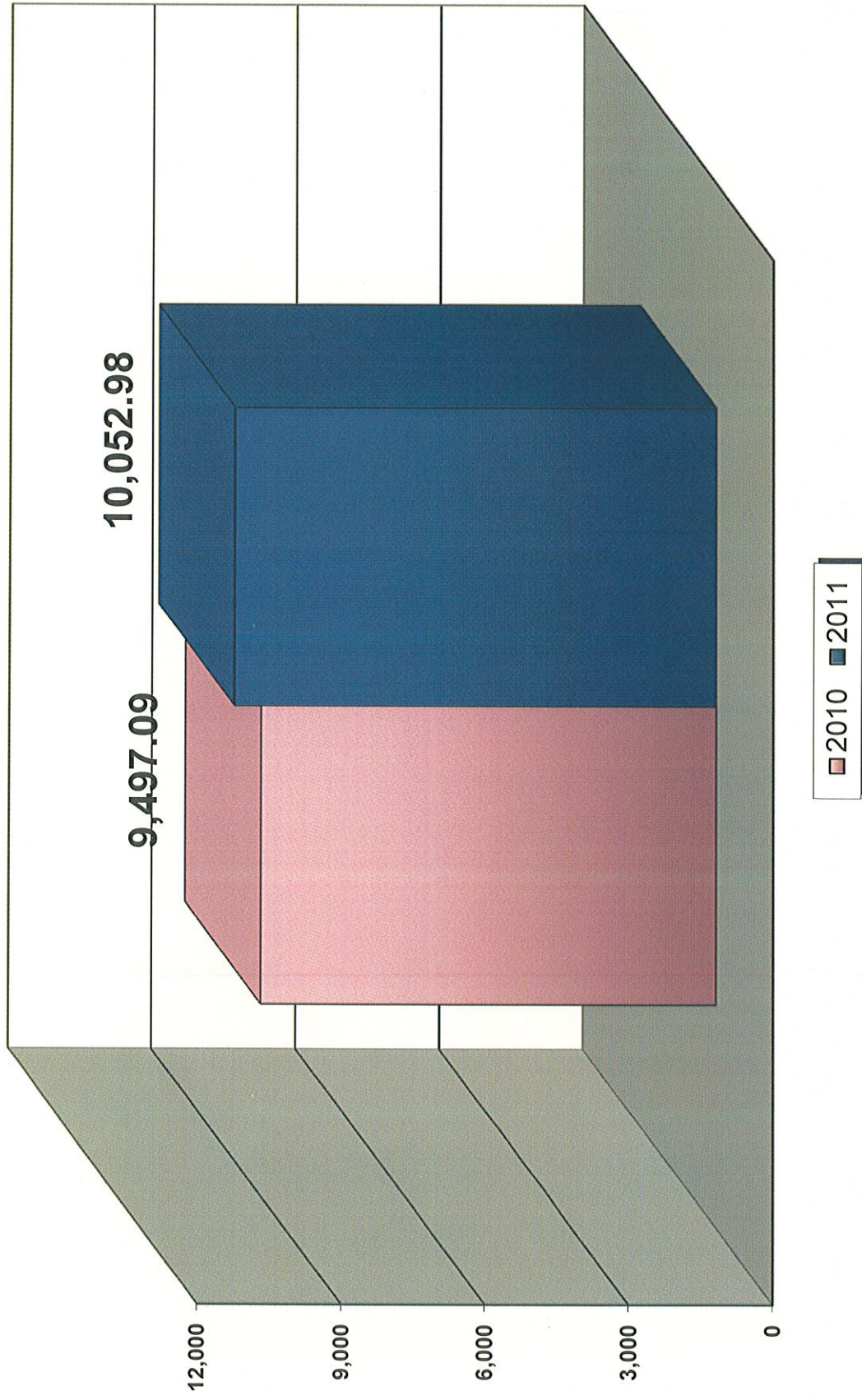


Total: 10,052.98

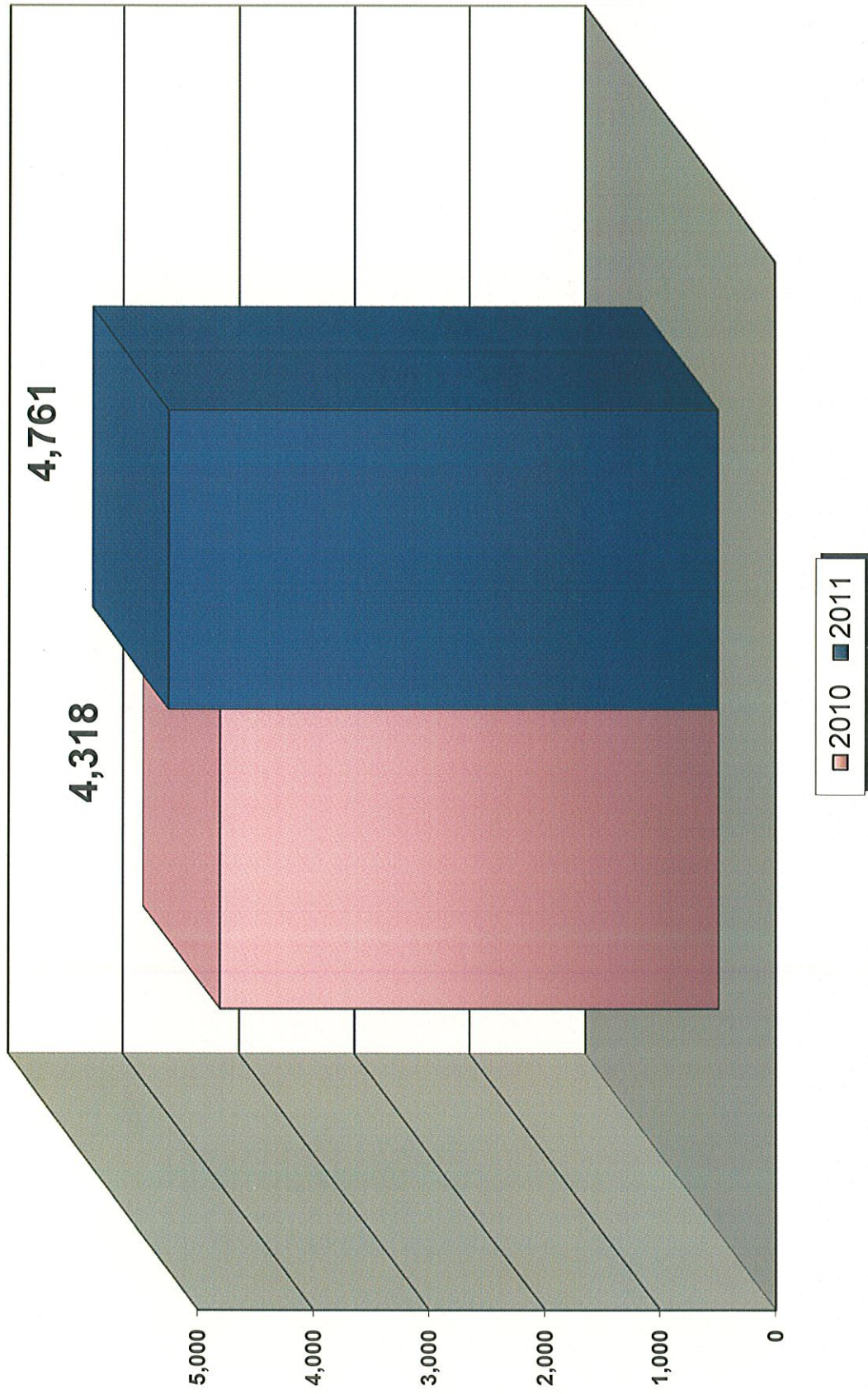
Total Cases by Plan Year



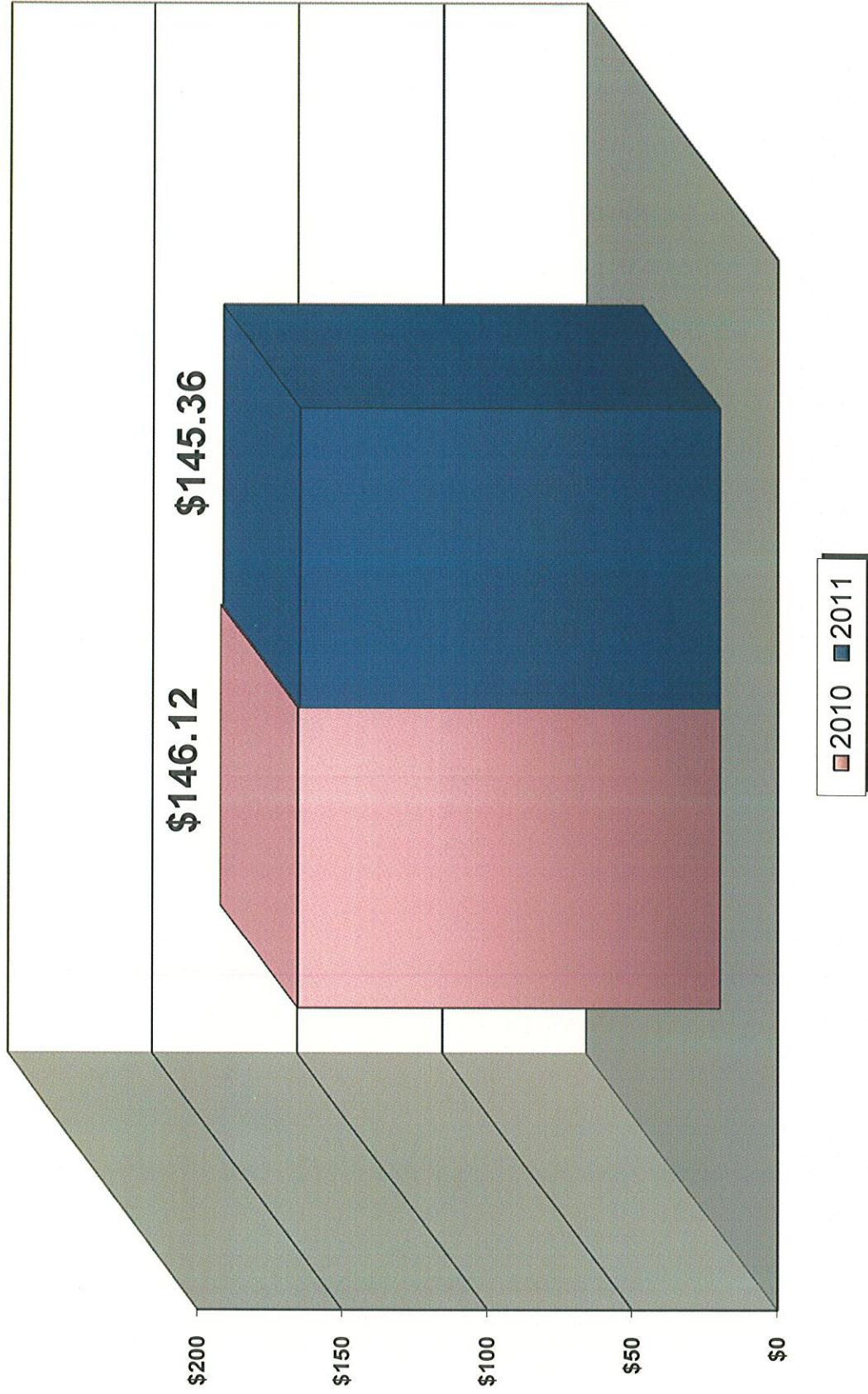
Annual Hours by Plan Year



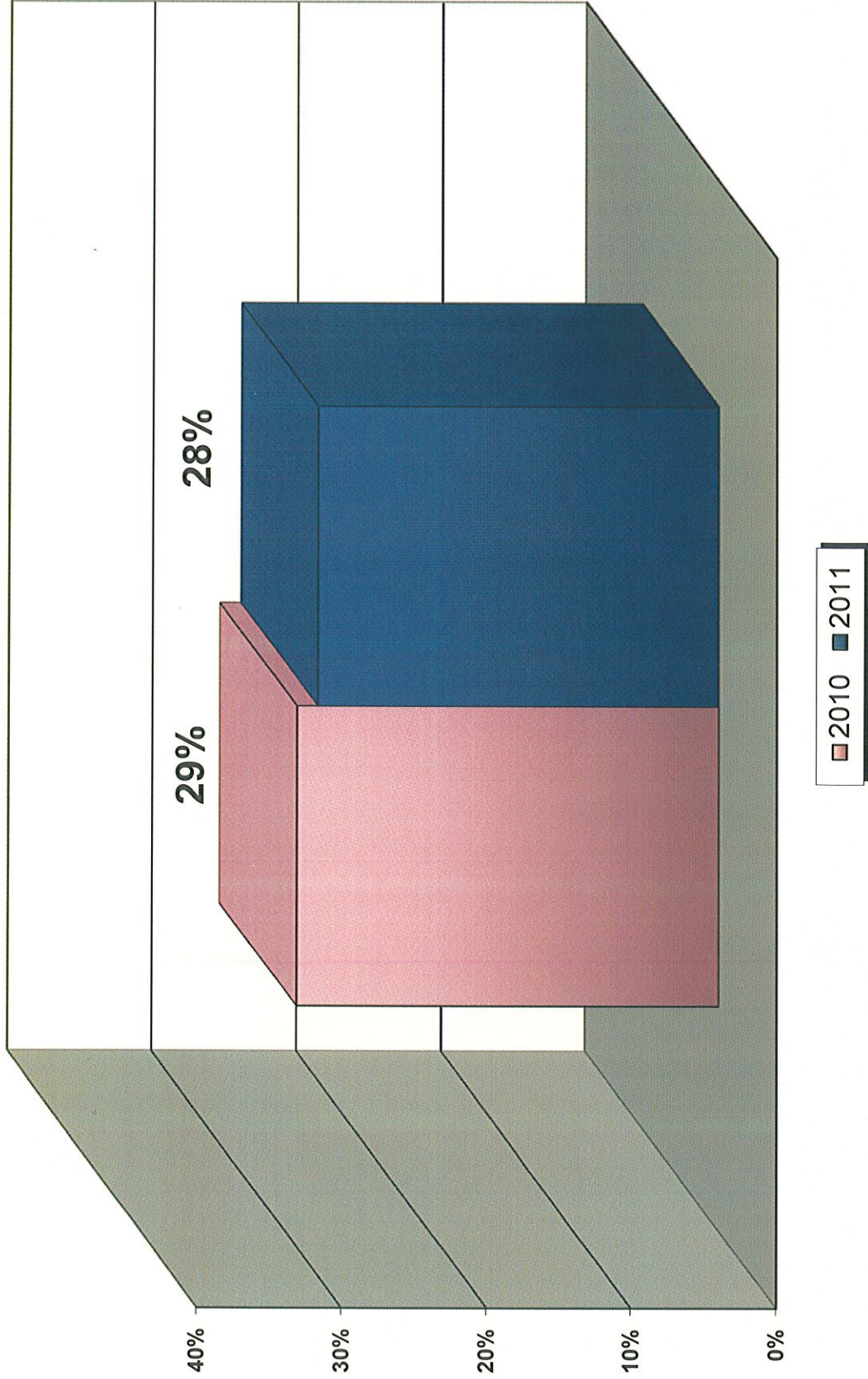
Participants by Plan Year



Effective Annual Hourly Rate



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 to 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 is rounded down, and any time over eight minutes past the quarter hour mark 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.