

ITEM 12

Fiduciary Diagnostic

Action Items	Documentation	Fiduciary Briefcase	Comments
Selecting and Monitoring Fiduciaries	Documenting Fiduciaries, Consultants & Service Providers	<input checked="" type="checkbox"/> Yes	
	Retirement Committee Charter	<input checked="" type="checkbox"/> Yes	
	Committee Fiduciary Education	<input checked="" type="checkbox"/> Yes	
	Conduct Committee Meetings (2-4/year)	<input checked="" type="checkbox"/> Yes	
Selecting and Monitoring Service Providers	Selecting and Monitoring:		Service agreement to be completed for 8/16 meeting
	• Consultants	<input checked="" type="checkbox"/> Yes	
	• Plan Providers	<input checked="" type="checkbox"/> Yes	
	Service Provider Agreement Review	<input type="checkbox"/> Yes	
Understanding and Documenting Fees and Expenses	Annual Fee Reconciliation Report	<input type="checkbox"/> Yes	Will be presented at the 8/16 meeting. Investment product fee review was completed in 2015
Selecting and Monitoring Plan Investments	Investment Policy Statement	<input checked="" type="checkbox"/> Yes	Target Date Review scheduled as a special session for Fall 2016 special session
	Investment Scorecard™	<input checked="" type="checkbox"/> Yes	
	Target Date Fund Review	<input type="checkbox"/> Yes	
Maintaining a Fiduciary File	Organizing Your Fiduciary File Checklist	<input checked="" type="checkbox"/> Yes	
	Maintain Fiduciary Practices Procedures	<input checked="" type="checkbox"/> Yes	
Minimizing Risk: Fidelity Bond & Fiduciary Insurance	Fiduciary Insurance Copy of Policy	<input checked="" type="checkbox"/> Yes	
Claims and Appeal Procedures	Documentation of Claims and Appeals (actual events)	<input type="checkbox"/> Yes	Nationwide renders final decision on all appeals
Plan Demographic and Document Review	Plan Design Summary	<input type="checkbox"/> Yes	Plan document review pending and budgeted for 2016. 408(b)(2) august 2016, 404(a)(5) 2017
	Plan Document Review	<input type="checkbox"/> Yes	
	408(b)(2) Disclosure	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
	404(a)(5) Disclosure	<input type="checkbox"/> Yes <input type="checkbox"/> N/A	
Legal and Compliance Update	Executive Regulatory Summary	<input checked="" type="checkbox"/> Yes	Provided quarterly