



LEVEL 1

Exploring fiduciary responsibility with Multnomah Group.

TOPICS COVERED INCLUDE:

- ✓ Understanding your role as a retirement plan fiduciary
- ✓ Best practices for retirement plan fiduciaries
- ✓ Avoiding conflicts of interest
- ✓ Avoiding prohibited transactions

LEVEL 2

Learning the core areas of responsibility for a retirement plan fiduciary.

TOPICS COVERED INCLUDE:

- ✓ Fiduciary Governance, including an understanding of the foundational documents (e.g., IPS + character)
- ✓ Service providers and their fees
- ✓ Employee engagement and required disclosures
- ✓ Plan operations
- ✓ Investments

LEVEL 3

Learning more as a retirement plan fiduciary and digging into the details!

TOPICS COVERED INCLUDE:

FIDUCIARY GOVERNANCE:

- ✓ Committee Charter (or other delegation document)
- ✓ Investment policy statement
- ✓ Meeting minutes
- ✓ Plan document
- ✓ Reporting to the board
- ✓ Roles of Settlor and Fiduciary

SERVICE PROVIDERS AND THEIR FEES:

- ✓ Common fee models
- ✓ Fee disclosure notices
- ✓ Multnomah Group fee benchmarking process
- ✓ Request for proposal and best practices
- ✓ Understanding SOC reports
- ✓ Cybersecurity best practices

INVESTMENTS:

- ✓ Fund mapping
- ✓ Managed accounts
- ✓ Research process
- ✓ Share classes
- ✓ Target date funds
- ✓ Longevity risk

EMPLOYEE ENGAGEMENT AND DISCLOSURE:

- ✓ Education vs. advice
- ✓ Participant disclosures
- ✓ Financial Wellness Program
- ✓ Missing or lost participants
- ✓ Retirement Income Style Awareness

PLAN OPERATIONS:

- ✓ Insurance and bonding
- ✓ Plan testing
- ✓ Understanding your audit
- ✓ Understanding a 3(16) fiduciary

