

I have 17 years of experience providing strategic counsel to corporations, nonprofit entities, government officials, and political candidates, on the full range of political law issues including, the regulatory process, campaign finance, election law, government ethics, personal financial disclosure, lobbying reporting and disclosure, and tax. I have been responsible for significant policy and regulatory matters both as a senior level appointee at independent federal agency (GS-15 XS) and in my current position in private practice.

## **EXPERIENCE**

### **CLARK HILL PLC, Washington, D.C.**

*Senior Attorney*, September 2012 – Present

- Counsel corporations, nonprofit organizations, and federal and state government officials, including Members of Congress and congressional candidates, state attorneys general, and other state and local officeholders on political law compliance with all aspects of the political appointment process and legal issues regulating elections of public officials; including executive and congressional gifts and ethics rules, federal statutes and regulations governing conflicts, federal and state campaign finance laws, Foreign Agents Registration Act, and Lobbying Disclosure Act.
- Provide strategic counsel to financial service industry companies and professionals regarding pay-to-play rules, including SEC Rule 206(4)-5, MSRB Rule G-37, and state and local pay-to-play laws.
- Create and advise nonprofit organizations, including 501(c)(3) charitable organizations, 501(c)(4) social welfare organizations, trade associations, and political organizations on IRS issues related to lobbying and political activities, regulatory advocacy and compliance, corporate governance, and IRS disclosure requirements.
- Represent and defend clients before government agencies, including the Federal Election Commission, Merit Systems Protection Board, and state agencies.
- Create and administer “Super PACs” that support and/or oppose federal and state candidates and represent such entities before the Federal Election Commission (FEC) and state elections agencies.

### **FEDERAL ELECTION COMMISSION (FEC)**

#### **OFFICE OF COMMISSIONER DONALD F. MCGAHN II, (GS-15 XS), Washington, D.C.**

*Counsel*, April 2009 - August 2012

- Served as Counsel to Republican Commissioner providing advice and assistance on a wide range of agency matters requiring extensive knowledge of Federal Election Campaign Act of 1971, as amended, and FEC regulations, as well as working knowledge of, *inter alia*, administrative law, the Freedom of Information Act, and executive branch ethics rules.
- Assisted in the formulation of agency regulations, including drafting and editing regulations, drafting and reviewing notices of proposed rulemakings, reviewing public comment, and drafting final regulations, including response to public comments. Also assisted in the preparation of matters for hearings before the FEC.
- Drafted responses to advisory opinion requests; provided advice on agency enforcement matters; assisted in drafting of legal Statements of Reasons on behalf of Commissioners.
- Served as Commissioner’s representative on internal agency administration committees, including budget, finance and personnel, advisory committee issues and internal agency procedures.
- Researched and provided counsel on executive branch ethics questions governed by US laws and regulations and assisted in the review of personal financial disclosure and certification of financial disclosure reports.

### **NATIONAL REPUBLICAN CONGRESSIONAL COMMITTEE (NRCC), Washington, D.C.**

*Chief Counsel*, January 2007 - June 2008; *General Counsel*, July 2008 - March 2009

- Served as General Counsel to the national party committee under the leadership of Rep. Tom Cole (OK-04) and advised Members of Congress and candidates on a variety of legal issues, including campaign finance, congressional ethics rules, defamation, copyright, internal policies and procedures, and employment issues.
- Reviewed and approved public communications, including television and radio ads, direct mail fundraising programs, automated and live phone programs, polling research, press releases, and web videos.
- Worked closely with Executive Committee officials in managing internal investigation by national law firm, and served as point of contact for PricewaterhouseCoopers’ auditors in conducting forensic audit.
- Negotiated all vendor contracts, including service agreements, leases, and list agreements.

**DCI GROUP, LLC**, Washington, D.C.

*Associate Counsel*, March - August 2006; *Deputy General Counsel*, August 2006- January 2007

- Provided counsel to public affairs firm employees, managing members, and partners on wide variety of issues, including executive and congressional ethics rules, campaign finance and lobbying compliance; FARA compliance; and nonprofit tax compliance.
- Advised managing members and partners on numerous corporate governance issues; developed labor and employment policies and internal compliance procedures for employees and consultants.
- Negotiated and drafted retainer agreements and contracts for clients and consultants; oversaw and reviewed vendor contracts, leases, list agreements and purchase agreements.
- Managed outside counsel on a range of litigation and non-profit matters.

**AKIN GUMP STRAUSS HAUER & FELD LLP**, Washington, D.C.

*Staff Attorney, Public Law and Policy*, May 2002 - December 2003; *Associate*, January 2004 - February 2006

- Advised senior executives of Fortune 500 and 100 corporations, trade associations, and non-profit entities on executive and congressional ethics and gifts rules, federal and state campaign finance laws, federal and state pay-to-play laws, Foreign Agents Registration Act, lobbying disclosure, and IRS rules regarding political and lobbying activities by charitable and other nonprofit organizations.
- Advised senior agency officials on government ethics and personal financial disclosure.
- Established and administered corporate PACs, including preparing and filing campaign finance reports.

**REPUBLICAN NATIONAL COMMITTEE**, Washington, D.C.

*Deputy Redistricting Counsel*, April 2001 - April 2002

- Built relationships with state party committees and legislators; advised on creation of redistricting maps and litigation.
- Supplemented and maintained extensive redistricting litigation database.

**NATIONAL REPUBLICAN CONGRESSIONAL COMMITTEE (NRCC)**, Washington, D.C.

*Deputy Counsel*, October 2000 - March 2001; *Law Clerk*, January - September 2000; *Staff Assistant*, March - December 1999

- Drafted complaints and responses to FEC on behalf of national party committee and congressional candidates.
- Prepared nationwide legal advisories on campaign finance issues, such as campaign use of the Internet and compliance with Federal Communications Commission (FCC) rules.

**EDUCATION**

**THE CATHOLIC UNIVERSITY OF AMERICA, COLUMBUS SCHOOL OF LAW**, Washington, D.C.

Juris Doctor, 1997-2000

**EMMANUEL COLLEGE**, Franklin Springs, GA

Bachelor of Arts, *Cum Laude*, 1991-1995

**PROFESSIONAL AFFILIATIONS & BAR ADMISSIONS**

- The Federalist Society
- Republican National Lawyers Association
- Women in Government Relations
- Bar of Commonwealth of Virginia, 2000; Bar of District of Columbia, 2004