

# JENNIFER H. KAPPUS

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## WORK EXPERIENCE

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### **KeyBank**, Cleveland, OH

#### *Regulatory Intelligence/Regulation W Compliance Officer*

March 2019 – August 2019

- Performed detailed analysis of the Regulation W compliance program and proposed enhancements.
- Supported lines of business to ensure that affiliate transactions were conducted within regulatory limits and properly reported. Tracked and analyzed affiliate transactions data for reporting purposes.

#### *Risk Evaluation & Assurance Compliance Officer*

March 2016 – March 2019

- Collaborated with the Chief Compliance Officer and directors to review and revise management's written responses to regulators as well as materials for executives.
- Analyzed and edited policies and procedures to ensure consistency with current laws and regulations.
- Led testing reviews on significant compliance topics, reported on identified issues to management, and partnered with management and risk colleagues to ensure proper remediation.

#### *Public Entities/Regulatory Intelligence Compliance Analyst*

October 2014 – March 2016

#### *Public Entities Compliance*

- Oversaw pre-approval program for providing gifts and entertainment to public officials by researching federal, state, local, and Native American ethics laws and determining approval parameters.
- Delivered virtual and in-person trainings to line of business partners and compliance colleagues.
- Represented the Compliance Department in Key's cross-departmental Republican National Convention (RNC) working group. Prepared and delivered RNC-related trainings to executives and employees. Researched applicable laws and drafted content for RNC-related FAQs and internal website.

#### *Regulatory Intelligence*

- Identified, evaluated, and summarized the development of legislative, judicial, and regulatory provisions that impact financial institutions.
- Provided content to the appropriate risk partners and supported subject matter experts in their analysis.
- Coordinated the annual review of all compliance metrics by streamlining the documentation process, supporting subject matter experts in their review, and synthesizing material for review by management.

### **The Supreme Court of Ohio**, Columbus, OH

June 2013 – June 2014

#### *Judicial Attorney for Justice Terrence O'Donnell*

- Reviewed and analyzed case records, briefs, and motions. Researched and analyzed case law and statutes.
- Prepared and discussed bench memoranda and draft opinions.

### **Tucker Ellis, LLP**, Cleveland, OH

#### *Associate*, Trial Department

September 2011 – May 2013

#### *Summer Associate*

May – July 2010

- Prepared variety of motions throughout all stages of litigation across multiple jurisdictions.
- Conducted legal research and analyzed complex legal issues.
- Managed the defense of multiple cases nationally and acted as local counsel for cases in Ohio.
- Member of two trial teams, both of which achieved defense verdicts.
- Prepared for and participated in depositions of plaintiffs, fact witnesses, expert witnesses, and corporate representatives.
- Engaged in fact investigations, drafted discovery responses, and prepared document productions.

## EDUCATION

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### **Case Western Reserve University School of Law**, Cleveland, OH

May 2011

Juris Doctor, *magna cum laude*, Order of the Coif

GPA: 3.754/4.0

- *Case Western Reserve Law Review*, Executive Symposium Editor (2010-2011); Associate Editor (2009-2010)
- CALI Awards for Highest Grade in Business Associations, Torts, Health Law, Legal Research and Writing, Pre-trial Practice: Medical Malpractice, and Leadership & Communication
- School of Law Writing Center Tutor (2010-2011)
- Legal Writing and Research Fellow with Professor Jonathan Gordon (2009-2010)

**The College of William and Mary, Williamsburg, VA**

May 2008

Bachelor of Arts, *summa cum laude*, History and Government

GPA: 3.96/4.0; High Honors awarded for Honors Thesis

- Phi Beta Kappa; Recipient of Phi Beta Kappa's Departmental Award in Government
- Multiple scholarships received for academic merit, thesis research, and study abroad

**Study Abroad: Pembroke College, Cambridge University**, Cambridge, England, January - June 2007

**Katedra Nyelviskola**, Budapest, Hungary, Summer 2006 (Hungarian language program)

**W&M in Washington Program**: Washington, D.C., Fall Semester 2006

**BAR ADMISSIONS**

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- Ohio, 2011
- United States District Court, Northern District of Ohio, 2011
- United States District Court, Southern District of Ohio, 2012

**PUBLISHED WORK**

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Jennifer Hoover Kappus, Note, *Does Immunity Mean Impunity? The Legal and Political Battle of Household Workers Against Trafficking and Exploitation by Their Foreign Diplomat Employers*, 61 CASE W. RES. L. 269 (2010).

Jennifer Hoover, *Refuge at Pannonhalma: Rescue and Relief Efforts at a Hungarian Monastery in 1944*, THE MONITOR: JOURNAL OF INTERNATIONAL STUDIES 12, No. 2, (Spring 2007).

**VOLUNTEER ACTIVITIES**

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- Volunteer, Cleveland Metropolitan Bar Association's 3Rs Program (2011-2013; 2022-2023)
- Judge, American Moot Court Association's Midwest Regional Moot Court Tournament (November 2022)