

## Jessica S. Carter

Associate

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Jessica Carter represents companies in all aspects of employee benefits and related employment matters. Ms. Carter advises employers with respect to pension and welfare plan issues, executive compensation, human resources planning and fiduciary responsibility and liability.

### **Representative Matters**

#### ***Large International Company***

Coordinated merger of multiple retirement plans into single plan, prepared and reviewed documentation regarding COBRA and QDROs.

#### ***Internet Startup Company***

Corrected administrative and plan drafting defects in pension and welfare plans prior to company's acquisition. Worked with corporate team in representing the client through the acquisition process.

#### ***Pension Plan Benefits Board***

Obtained letter ruling broadening permitted participation in plan.

#### ***Large Not-For-Profit Organization***

Reviewed job descriptions for Fair Labor Standards Act compliance and vetted various employment policies and manuals for compliance.

#### ***Not-For-Profit Organization***

Consulted regarding executive compensation planning options and assisted in drafting appropriate plan.

### **Education**

- Columbia Law School (J.D., 1996)
  - Editor, *Columbia Journal of Transnational Law*
- University of Pennsylvania (B.A., 1992)

### **Admissions**

- New York
- Massachusetts

### **Publications**

- Co-Author, "Federal Agencies Issue Proposed Rules on Paperless Benefit Plan Management," *New York Law Journal* (May 26, 1999)