

Mark W. Jane, Attorney at Law

June 21, 2024

Ms. Carrie Sharlow
State Bar of Michigan
306 Townsend Street
Lansing, Michigan 48933-2012
csharlow@michbar.org

Re: State Bar of Michigan Representative Assembly Clerk

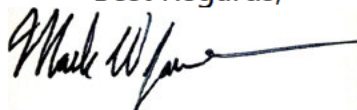
Dear Ms. Sharlow,

I am writing to submit my name for consideration for the position of State Bar of Michigan Representative Assembly ("RA") Clerk. Please consider this my Letter of Interest, and my resume is attached as instructed. I am currently a shareholder with the Butzel Long law firm, working out of the Ann Arbor office. I center my practice in the area of employee benefits and executive compensation, representing employers of all sizes in the sponsorship of retirement and welfare benefit plans. I have over 15 years of experience counseling companies as to their settlor, administrative, and fiduciary responsibilities with respect to their employee benefit plans.

I have been a long-time active participant with the State Bar of Michigan ("SBM"). I started my service with the SBM in 2009, where I acted as a District 3 representative on the SBM Young Lawyers Section ("YLS") council on behalf of all counties in Michigan outside of Wayne, Oakland, and Macomb. My YLS council peers elected me as an officer, where I eventually elevated to the position of Chair for the 2015-2016 bar year. As an officer on the YLS, I had to pleasure to serve in an ex officio capacity for a three year term on the SBM Board of Commissioners. I also have been a member of the SBM Social Media and Website Committee, the SBM Bar Journal Committee, and the SBM Awards Committee. I have also served on the RA on behalf of the 22nd Circuit since April 2018, and have even chaired the SBM RA Nominating and Awards Committee.

Moreover, I have served in a leadership capacity at the local bar association level. I have been a member of the Washtenaw County Bar Association ("WCBA") Board of Directors since 2008, culminating in my position as President from 2019-2020. My long tenure of service in a wide assortment of leadership roles uniquely positions me to assist the RA as an officer in the years to come, should I be fortunate enough for the RA to elect me as clerk.

Best Regards,



Mark W. Jane



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EXPERIENCE

Butzel Long/Stevenson Keppelman Associates, Ann Arbor, Michigan

Shareholder – Labor and Employment Department (Butzel Long), January 2023 – Present

Senior Attorney – Labor and Employment Department (Butzel Long), September 2015 – December 2022

Associate Attorney (Stevenson Keppelman Associates), October 2014 – September 2015 (due to merger)

Of Counsel (Stevenson Keppelman Associates), September 2012 – March 2013, May 2013 – August 2014

Associate Attorney – Employee Benefits Practice Group (Butzel Long), October 2007 – June 2012

- Counsel clients from a broad spectrum of industries (including automotive retail, manufacturing, health care, municipal, tribal, and non-profit) regarding the administration, maintenance, termination, and fiduciary compliance issues inherent in sponsoring retirement, welfare, and executive compensation plans.
- Design and draft documents (including official plan documents, amendments, restatements, and required disclosures) for a wide array of employee benefit plan packages, such as: profit sharing plans; 401(k) plans; money purchase pension plans; non-profit 457(b) plans; non-profit 403(b) plans; defined benefit plans; comprehensive health and welfare plans; and cafeteria plans.
- Assist group welfare plan administrators with finding workable solutions for problems stemming from various HIPAA portability, COBRA, and ACA dilemmas.
- Analyze retiree health care obligations of private and public employers in both union and non-union contexts and serve as counsel for retiree medical VEBA administrative boards.
- Provide incisive counsel in order for clients to conduct proper nondiscrimination testing for both qualified retirement and welfare benefit plans, administer proper plan loans, review Qualified Domestic Relations Orders for legal adequacy, ensure compliant claim/appeal review procedures, and negotiate service provider contracts on behalf of plan sponsors fiduciaries and fiduciaries.
- Obtained compliance statements from the IRS for numerous employers through the IRS' Voluntary Compliance Program, ensuring that the correction of several errors that occurred during the ongoing administration of the retirement plans were approved by the IRS so that the retirement plans would not risk losing tax-qualified status on audit.

Bodman PLC, Ann Arbor, Michigan

Contract Attorney – Litigation, March 2013 – May 2013

- Provided research support on a wide array of legal issues in assistance on a complex commercial litigation, including attorney-client privilege, statute of limitations and fiduciary duties under ERISA, and evidentiary obstacles.

Sullivan, Ward, Asher & Patton, P.C., Southfield, Michigan

Associate Attorney – Employment and Employee Benefits Group, November 2006 – September 2007

- Advocated claims in federal court for delinquent or insufficient contributions mandated by collective bargaining agreement on behalf of ERISA multi-employer fringe benefit funds.
- Researched and advised ERISA multi-employer fringe benefit funds on approving Qualified Domestic Relations Orders.

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- Investigated potential service providers, redrafted pension and welfare plans, and reviewed contracts on behalf of ERISA multi-employer fringe benefit funds.

ADMISSIONS

State Bar of Michigan, November 2006

U.S. District Court for the Eastern District of Michigan, December 2006

State Bar of California, May 2008

EDUCATION

Loyola University Chicago School of Law, Chicago, Illinois

Juris Doctor, May 2006, Cum Laude

University of Michigan, Ann Arbor, Michigan

Bachelor of Arts, December 2002, High Distinction

PRESENTATIONS, RECOGNITIONS, AND AFFILIATIONS

Presentations

- Practical Advice on Preparing for SECURE 2.0 Changes – Butzel Long Webinar
- The Affordable Care Act, Eight Years Later – A Reset for Employers – Butzel Long Webinar
- Sometimes it Takes a Village...Or a Qualified Medical Child Support Order – Butzel Long Webinar
- HIPAA Update Webinar – It's Time for Your Annual Checkup – Butzel Long Webinar
- Healthcare Reform: Preparing for the Changes – Butzel Long Seminar Series
- Succeed in Your First Year of Law Practice: Institute for Continuing Education

Recognitions

- Associates to Watch – Chambers USA, 2016 – 2023
- Up and Coming – Chambers USA, 2024
- Outstanding Young Lawyer – Washtenaw County Bar Association, 2010

Current and Prior Affiliations

- President (2019-2020) and Director (2008-2021) – Washtenaw County Bar Association
- Commissioner (2014-2017) – State Bar of Michigan
- Representative Assembly (2018-Present), including Chair, Nominating and Awards Committee (2019-2022) – State Bar of Michigan
- Chair (2015-2016) – State Bar of Michigan Young Lawyers Section