



## JANE D. CLARK

Founding Partner

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### EXPERIENCE

Jane Clark is a founding partner of Clark & Gotzler, Attorneys at Law, a firm devoted exclusively to representing and advising employers on all employment-related matters. She has 20 years of human resources, labor, payroll and benefits experience as a law firm attorney, Director of HR at a multi-site Wisconsin company, and as Chief Operating Officer at QTI Human Resources, a statewide comprehensive HR company. At the latter, she directed the human resources, payroll and benefits practice, with for-profit and not-for-profit clients located all over the country.

Jane has deep HR, payroll and benefits experience, and is a frequent speaker on human resources, benefits, and management issues. Over the years, she has partnered with established and start-up companies and non-profit organizations in various industries throughout Wisconsin and the U.S. to provide stand-alone human resources services, as well as integrated human resources, payroll and benefits services. Jane is also licensed as a broker for health, life and disability insurance.

Since 2008, Jane has served as a Dane County (Wisconsin) Court Commissioner, a position to which she was appointed by Dane County Circuit Court Judge William Hanrahan. Previously, Jane was an attorney with Wisconsin based law firms Chernov, Stern & Burbach (Milwaukee) and Balisle & Roberson (Madison). She has extensive legal experience in diverse areas, including employment, family, real estate, appellate, and corporate law. During her career, Jane has advised clients on wide-ranging employment matters, from COBRA, ADA and ACA guidance to harassment and discrimination claims, from labor relations to wage and hour compliance.

## Professional Affiliations

- State Bar of Wisconsin, Labor & Employment Section
- Society for Human Resources Management (SHRM)

## Bar & Court Admissions

- Wisconsin (1995)
- U.S. District Court, Federal District of Wisconsin (1995)

## Education

- University of Wisconsin Law School (J.D., 1995)
  - Recipient of the Shaw Fellowship
- Amherst College, Amherst, MA, cum laude (B.A., 1992)
  - Recipient of the Friends of Amherst Athletics Award
  - Women's Tennis, Captain

## Honors & Recognition

- Greater Madison "40 Under 40" recipient
- Brookfield Academy Athletic Hall of Fame two-time inductee

## Community Involvement

Jane is an active volunteer on educational, preservation, political and women's and children's issues. Her current involvements include the following:

- Dane County YMCA Board of Directors
- Doyenne Group Board of Directors
- Taliesin Preservation Board of Directors
- Madison Area Sports Commission Board of Directors and Bucky on Parade Committee
- Associated Bank Regional Advisory Board
- Edgewood High School Athletic Association Board and Principal Search Committee

Past involvements include the following organizations:

- Wisconsin Women's Council (Madison)
- WPS Insurance Company Subscriber Advisory Council
- TEMPO Madison Membership Committee (Madison)
- Blessed Sacrament School Education Commission (Madison)
- Blessed Sacrament School Endowment Committee (Madison)
- Henry Vilas Zoo Auxiliary Board (Madison)
- Legal Association of Women (Madison)
- American Heart Association (Madison)
- Camp Randall Rowing Club (Madison)
- Preschool for the Arts (Madison)
- Dane County Bar Association Family Law Clinic (Madison)
- Madison Children's Museum (Madison)
- Family Services of Milwaukee (Milwaukee)
- Task Force of Family Violence (Milwaukee)
- WI AIDs Fund (Milwaukee)
- Council for the Spanish Speaking (Milwaukee)
- Association of Women Lawyers

## Personal

Jane lives with her husband, three sons, and adorable dog. Her husband is the Head Coach of the University of Wisconsin Men's Rowing Team.

## EXPERIENCE

Jane has advised employers throughout their lifespans, as they have established operations, grown dramatically across the US, been acquired, or even downsized.

She has represented clients in court and in administrative proceedings, handling their varied employment law needs, ranging from contract enforcement to unemployment and ERD claims.

From her in-house and COO posts, Jane has advised employers on their benefits plans, with consideration of ACA compliance, the market, and employee utilization.

Jane has drafted employee handbooks and workplace policies and assisted her in-house and external clients with their implementation so as to minimize risk, maximize employee productivity, and foster workplace satisfaction.

As COO, she has counseled clients and her former employers on their administration of FMLA and other leaves of absence, as well as their COBRA processes and ADA compliance.

To assist clients and her former employers with the development of their staff, Jane has designed and delivered hundreds of HR training courses.

Jane has negotiated collective bargaining agreements and represented employers in a variety of union matters including grievance hearings and arbitrations.

## **SPEAKING ENGAGEMENTS**

“Best HR Practices for Non-Profits: Independent Contractors, Anti-Harassment, and Managing Employee Turnover”

- Wegner CPAs HR Roundtable, Milwaukee, WI (February, 2018).

“Live Your Mission: Align HR With Strategy ”

- Community Foundation for the Fox Valley Region’s Non-profit Leadership Initiative, Appleton, WI, seminar (January, 2018).

“Organizations Dedicated to Supporting Women”

- Launch Wisconsin Conference, Green Bay, WI, panel (October, 2017).

“Wage & Hour Review, Update and Projections”

- Tricom Industry Insider Webinar Series, webinar (October, 2017).
- Greater Madison Chapter of the American Payroll Association, Madison, WI seminar (August, 2017).

“FMLA Master Class: FMLA Eligibility, Managing Serious Health Conditions, Meeting Deadlines, Mastering Tough FMLA Issues, and Coordinating FMLA, ADA and Workers Compensation”

- BLR FMLA Master Class, seminar (September, 2017)

“Workplace Investigations in the Staffing Industry”

- WI Association of Staffing Services, webinar (June, 2017)

“A Review of the DOL’s NEW Overtime Final Rule and Its Potential Impact on the Staffing Industry”

- Tricom Industry Insider Webinar Series, webinar (May, 2016).

“The New FLSA Exemption Rule – Impact on Non-Profit Employers”

- Kollath & Associates, CPA, LLC, and Numbers for Nonprofits Breakfast With Benefits Series, Madison, WI (June, 2016).

“The DOL’s NEW Overtime Final Rule and Its Impact on Your Organization”

- Women President’s Organization, Milwaukee, WI (June, 2016).
- “Legal Aspects of Workplace Investigations”
- Metro Milwaukee SHRM and ASIS Investigations Conference, Milwaukee, WI (May, 2016).

“Affordable Care Act Primer: What Employers Need to Know”

- Wisconsin Manufacturing Extension Partnership, Milwaukee, Madison, and Appleton, WI (May, 2012).
- Wisconsin Manufacturing Extension Partnership, Milwaukee, Madison, and Appleton, WI (May, 2013).
- CK Accounting Client Seminars, Madison, WI (December, 2012).
- North American Association of Inventory Services, Milwaukee, WI (May, 2013).
- Greater Madison Area Society for Human Resources Management, Madison, WI (May, 2013).
- QTI Human Resources Education Series, Madison, WI (June, 2013).

“Affordable Care Act Impact on Small Businesses”

- Greater Madison Chamber of Commerce, Madison, WI (September, 2014).
- University Research Park, Madison, WI (September, 2014).

“Social Media in the Workplace: Dos and Don’ts”

- Wisconsin Bankers Association, Wisconsin Dells, WI (May, 2011).
- BioForward, Madison, WI (June, 2011).
- Community Bankers Association, Lake Geneva, WI (September, 2011).
- Greater Madison Area Society for Human Resources Management, Madison, WI (May, 2012).
- Sun Prairie Chamber of Commerce, Sun Prairie, WI (July, 2013).
- Wausau Chamber of Commerce, Wausau, WI (August, 2013).

“Supervisory Skills 101: Dos and Don’ts”

- BioForward, Madison, WI (June, 2011).
- Sauk County Society for Human Resources Management, Baraboo, WI (October, 2011).
- Portage, WI Chamber of Commerce, Portage, WI (May, 2012).
- Wisconsin Dental Association, Annual Conference, Madison, WI (May, 2012).

“How to Manage Difficult Employees and Situations”

- CK Accounting Client Seminars, Madison, WI (December, 2012).
- Wisconsin Dental Association, Annual Conference, Wisconsin Dells, WI (May, 2013).
- Wisconsin Association of Legal Administration (WALA), Madison, WI (March, 2013).

“HR Basics: Employee Files, Handbooks, and FLSA Classifications”

- Schenck Client Education Series, Milwaukee, Oshkosh, and Fond du Lac, WI (March, 2013).
- Wisconsin Dental Association, Annual Conference, Milwaukee, WI (November, 2014).

“Employee Coaching and Professional Counseling to Minimize Liability”

- Racine Department of Workforce Development, Racine, WI (October, 2012).
- Racine Department of Workforce Development, Racine, WI (September, 2013).
- Racine Department of Workforce Development, Racine, WI (February, 2014).
- Schenck Client Education Series, Milwaukee, Oshkosh, and Fond du Lac, WI (March, 2013).

“Emerging HR Needs for Start-ups”

- SCORE, Madison WI (May, 2012).
- Madison Media Institute, Madison, WI (February, 2013).

“Managing the HR Side of a Dental Practice”

- Marquette Dental School, Milwaukee, WI (September, 2012).
- Washington and Ozaukee Dental Society, Mequon, WI (October, 2012).

“HR Support for Non-Profits”

- Madison College (MATC), Non-Profit Management Course, Madison, WI (March, 2012).
- Madison College (MATC), Non-Profit Management Course, Madison, WI (March, 2013).
- Madison College (MATC), Non-Profit Management Course, Madison, WI (March, 2014).

“Supervisory Development for Women Leaders”

- YWCA of Dane County, Y Women Lead Program, Madison, WI (May, 2015).
- YWCA of Dane County, Y Women Lead Program, Madison, WI (May, 2015).

“Common HR Issues and Problems”

- Schenck Client Education Series, Milwaukee, Oshkosh, and Fond du Lac, WI (March, 2013).

“HR Partnership Options for Organizations”

- Affiliated Staffing Groups National Conference, Madison, WI (May, 2014).

“Non-Profit Economic Impact on Madison”

- Association of Fundraising Professionals, Madison, WI (September, 2014).

“Effective Employee Engagement”

- Wisconsin Manufacturing Extension Partnership (WMEP) Manufacturing Matters, Milwaukee, WI (May, 2012).

“Non-Profit Leadership Succession and Transitions”

- Marquette University and QTI Group Client Education, Milwaukee, WI (May, 2012).

“Doing More with Less: Effective Human Resources for Your Non-Profit in a Down Economy”

- Forward Community Investments, Madison, WI (October, 2011).

“Supervisory Lessons Learned”

- Numbers 4 Nonprofits Client Seminars, Madison, WI (September, 2015).