

**RACHEL FEINSTEIN**

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[www.kpmlaw.com](http://www.kpmlaw.com)

- College** Northeastern University, Boston, Massachusetts  
University of Edinburgh, Edinburgh, Scotland
- Law School** American University, Washington College of Law
- Degrees** Bachelor of Science in Criminal Justice, 2010  
Master of Science in Global Crime, Justice and Security, 2012  
*Juris Doctor*, American University, Washington College of Law, 2022
- Legal Experience**
  - 2013-2014 *eGlobalTech, U.S. Dept. of Energy, Loan Program Office (LPO), Jr. FOIA Consultant*  
Managed and tracked the status of as many as 60+ open FOIA requests being processed by fifteen attorneys; Tracked the status of responsive document packets sent out for consult with other federal agencies; As Records Liaison Officer for the FOIA team within the LPO, maintained all documents produced by the FOIA team within various records-management systems.
  - 2014-2015 *Sotera Defense Solutions (KeyW Corp.), Office Administrator*  
Organized assignments from corporate executive management, including General Counsel, HR, and Recruiting.; Triaged administrative tasks and client-facing duties on behalf of a dynamic office.
  - 2015-2019 *KeyW Corporation (formerly Sotera), FBI, Counterterrorism Division (CTD), Intelligence Analyst / Compliance Team Lead/ Intelligence Analyst*  
Researched multiple FBI systems and coordinated with various government agencies and FBI personnel to de-conflict information and resolve compliance issues as part of an FBI CTD mission ensuring the viability of counter-terrorism targets.; Oversaw a compliance team sub-program, regularly collaborating with FBI's national security counsel to ensure the accuracy of data collected and transmitted to DOJ, and compliance with federal laws and policies.; As Team Lead, compiled and organized data to support annual and quarterly reporting data for submission to DOJ.; Trained new employees and developed training materials covering procedures for the compliance team sub-program.; Served as a Data Transfer Officer, facilitating the daily intake and processing of



data for the unit as a whole.

- 2019-2023 *American University, Washington College of Law, Clinical Program, Program Coordinator*  
Collaborated with the Director and Associate Director in managing the daily operations of WCL's 11 legal clinics and ensured compliance with AU, WCL, and DC Bar regulations and rules.; Managed Clinical Program financials as they relate to student expenses, faculty and staff reimbursements, payment of vendors, and other miscellaneous office expenses.; Managed the Clinical Program's language access resources including WCL Dean's Fellows, main campus Interns, and paid professional service providers.; On-boarded new Clinical Program Dean's Fellows and Faculty Research Assistants throughout the year.; Created and maintained Standard Operating Procedures for the Clinic's front office staff and on-going maintenance of our Student Attorney Manual
- 2022-2022 *American University, Washington College of Law, Clinical Program, Student Attorney*  
Represented an organizational non-profit working on a large re-development project. The development team includes representatives from the client organization along with representatives from a real estate development group.; Conducted and presented research on a variety of topics including entity types to house the development project while ongoing, and drafted Articles of Incorporation for the new DC based 501(c)(3).; Created an internal vetting checklist, external vendor / tenant application, and vetted potential vendors, project partners and future tenants.
- 2023-2024 *LOGS Legal Group LLP, Associate Attorney*  
Reviewed, edited, and approve Fair Debt Collection Practices Act notification letters, Appointment of Substitute Trustee documents, Complaints for Interpleader, Detinue and Quiet Title Actions, along with Trustee's Deeds to convey foreclosed properties post-sale.; Appear in Bankruptcy Court to assist senior attorneys.; Provide guidance to legal staff on next steps throughout the pre- and post-sale foreclosure processes.; Work with other attorneys and staff to research and resolve issues that arise throughout the pre- and post-sale foreclosure processes, particularly those related to chain of title, along with disbursement of surplus funds received through the sale of a property to a third-party purchaser.
- 2024-Present *KPM Law (Kalbaugh Pfund & Messersmith, P.C.), Trial Attorney*  
Represent and defend clients in civil matters in state and federal courts.; Work with opposing counsel to negotiate settlement agreements.; Draft pleadings, motions, and other court filings, along with settlement agreements and mediation statements.



## **Bar Admissions**

Virginia, 2023

Eastern District of Virginia, United States  
District Court, 2023

Western District of Virginia, United States  
District Court, 2023

Eastern District of Virginia, United States  
Bankruptcy Court, 2023

4th Circuit Court of Appeals, 2024

## **Honors & Designations**

Highest Grade Award, LAW-649-001 Pre-Trial Litigation, Fall 2021

## **Professional Affiliations**

The Gavel

The Claims Litigation Management Alliance

claimsXchang