

CAMERON S. WILLCOTT
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EDUCATION

▪ **WASHBURN UNIVERSITY – LAW SCHOOL**

- Juris Doctor

TOPEKA, KS
MAY 2010

▪ **UTRECHT LAW SCHOOL**

- Comparative Law Certificate

UTRECHT, THE NETHERLANDS
AUG. 2008

▪ **KANSAS STATE UNIVERSITY**

- Bachelor of Science

MANHATTAN, KS
DEC. 2005

LICENSES

▪ **BAR ADMISSION**

- State of Kansas
- United States District Court, Kansas

SEPT. 2010
SEPT. 2010

▪ **FINRA**

- Series 7
- Series 24

OCT. 2016
FEB. 2017

EXPERIENCE

▪ **TORTOISE CAPITAL ADVISORS, L.L.C.**

Vice President, Compliance

- Work with the representatives of state/local pension funds and large institutional clients to negotiate and draft highly customized investment management and service agreements, ranging from one million to several hundred million dollars. This process involves collecting, synthesizing, and advocating the concerns and comments of multiple interested parties; both internal and external. This role requires excellent communication skills as well as the ability to draft complex legal documents in a clear and accurate manner.
- Ensure compliance with U.S. Securities & Exchange Commission regulations by reviewing and approving all agreements, marketing materials, electronic communications, performance audits, and the submission of any requisite filings. Additionally, conduct research in order to make guidance recommendations and rules interpretations for client consultants, internal team members (e.g. marketing, sales, managing directors, and portfolio management), as well as outside counsel, in a capable, well-organized, and effective manner.
- Developed and implemented a process for identifying, vetting, and conducting ongoing due diligence of third-party service providers. This included the creation of questionnaires and a matrix to survey and rank firm vendor priorities and potential risk exposure of each vendor.
- Established and implemented process and procedures for identifying and cataloguing both historical and future contract specific requirements that are not easily built into the firm's client management software. This involves the review of each client contract to classify monitoring gaps that exist, and the creation of a workbook for each contract that houses the unique contract requirement, notification requirements, if any, and the remediation of contract violations, if they were to occur.
- Conduct enterprise risk management and compliance testing of policies and procedures to make sure that current information and financial safeguards are

LEAWOOD, KS
MAR. 2013 - PRESENT

working properly, and if not, create or modify the effected policy and/or procedure to reinforce existing methodologies.

- Perform anti-money laundering and OFAC research on potential investors of private funds. Then, if necessary, investigate any potential AML issues and make recommendations on resolution to senior managers. Monitor daily reports to confirm all trading activity complies with applicable client specific, firm specific, and regulatory agency guidelines. Then, if an issue is identified, research and escalate any necessary issues to the Chief Compliance Officer and other impacted team members or clients.

▪ **UNIVERSITY OF LOUISIANA AT MONROE**

Assistant Director of Compliance

MONROE, LA

AUG. 2012 - MAR. 2013

- Reviewed and internalized all National Collegiate Athletics Association rules alerts in order to stay current on all procedures, policies, and Bylaws. The next step in this process was the adoption of any new or modified policy tailored to the University's specific situation. The final step of this process was the communication and education of the effected coaches, staff, or student-athletes in one-on-one or group settings. This involved the dissemination of any new or modified policy/procedure in a clear and concise manner to sustain and develop department compliance.
- Worked with coaches and staff to review potential Bylaw changes proposed by the NCAA and the impact such changes may have on the University and the athletic program. This involved the drafting of a letter of comment on behalf of the University, and often other conference members, addressed to the NCAA advocating the concerns of, and potential harm to, the University, along with recommended amendments to the proposed Bylaw change.
- In coordination with the Office of the University President, established a convivial atmosphere within the athletics department and University to offer others the opportunity to express constructive criticism and to proffer alternate solutions for consideration.
- Directed and conducted investigations into potential rules violations; wrote and prepared reports for presentation to both athletics department and University officials, and if required, submission to NCAA in accordance with policy. Negotiated and recommended resolution of any student-athlete violation with the NCAA, conference, and University governing bodies.
- Worked with student-athletes, their families, and high schools to establish a dialogue that would foster a relationship built on mutual understanding the requirements of collegiate athletic compliance. This was required to ensure each of nearly 400 student-athletes met the academic, and compliance program, requirements for continual participation in the athletics program.
- Led team of University officials in the vetting and implementation of software designed to help with the tracking of all applicable rules and regulations. This involved creating and reviewing requests for proposals, and the presentation of findings to a University panel. The implementation of this software allowed for the monitoring of the recruiting calendars, potential student-athlete travel requirements, University provided student financial aid, and academic requirements in order to identify red flags in the compliance program.

▪ **WESTERN OREGON UNIVERSITY**

Compliance Coordinator

MONMOUTH, OR

AUG. 2011 - AUG. 2012

- Organized and participated in interpretive and substantive rules negotiations and discussions with our NCAA contacts and conference compliance administrator in order to develop equitable rules guidance.
- Held outreach meetings with athletics department coaches and staff to build and maintain an expectation of respected and trusted relationships.
- Conducted surveys and subsequent interviews of University officials and

departments to help determine how to enhance the role and effectiveness of compliance services across the University, whether this be through communication, processes, or technological improvements.

- Served on the senior athletic department staff, and managed the NCAA, conference and institutional athletics compliance program for all teams, which consisted of over 500 student-athletes. Also, was solely responsible for the continued and enhanced development of a comprehensive program for the certification of student-athletes in order confirm each met the academic progress requirements for continued participation.
- Conducted daily rules interpretations on behalf of student-athletes, coaches, and administrators, and established a rules interpretations database. Oversaw the recruiting activities of coaches, boosters, and staff, as well as reviewed and approved recruiting visits and any expenditure for potential student-athletes. Monitored playing and practice seasons and countable athletic related activities, and evaluated any potentials issues for compliance with NCAA and conference rules.

▪ **H&R BLOCK**

Tax Law Research Attorney

- Performed independent research, analysis, and planning on complex federal and state tax issues. This included drafting detailed responses to various technical tax questions from field management, and presentation of such findings to clients and colleagues.
- Monitored and analyzed new tax developments to determine potential implications. Developed written research conclusions of any new tax laws/codes, rulings, case law, and regulations in order to provide explanations and recommendations to other departments.
- Worked with senior tax attorneys on dissemination of interpretations of IRS codes and rules to field professionals and the general public.

KANSAS CITY, MO
SEPT. 2010 - AUG. 2011

INDUSTRY/COMMUNITY INVOLVEMENT

▪ **TORTOISE CAPITAL ADVISORS**

Closed-End Mutual Funds, Assistant Secretary

- Attend and maintain minutes at Board meetings, prepare and coordinate the execution of consent actions.
- Execute any required secretary's certificates, and witness Board motions and decisions.

MAR. 2013 - PRESENT

▪ **TORTOISE CAPITAL ADVISORS**

Enterprise Risk Management Committee

- Create, vet, and evaluate matrix of risks across the entire company, recommend and help implement any enhancements to policies and procedures to mitigate identified risks.
- Meet and work with internal firm employees on a semi-annual basis to review risk matrix, elevate or lower identified risks, and establish any findings of newly identified risks.

MAR. 2014 - PRESENT

▪ **NAGAAA 2019 GAY SOFTBALL WORLD SERIES**

Board Member

- Review and negotiate partnership agreements and sponsorship/service contracts with large, nationally recognized, organizations.
- Coordinate with local civic and business leaders to establish relationships to help foster an inclusive atmosphere for the event.
- Along with fellow Board members, created and delivered presentation to NAGAAA delegates for the awarding of the 2019 GSWS tournament.

DEC. 2016 - PRESENT