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SECRETARY'S OFFICE

THE GOVERNOR



COMMONWEALTH OF PENNSYLVANIA
OFFICE OF THE GOVERNOR
HARRISBURG

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OCT 16 2017

SECRETARY OF DRUG AND ALCOHOL PROGRAMS

October 12, 2017

To the Honorable, the Senate
of the Commonwealth of Pennsylvania:

In conformity with law, I have the honor hereby to nominate for the advice and consent of the Senate, Jennifer Smith, 129 Twin Creeks Drive, Jonestown 17038, Lebanon County, Forty-Eighth Senatorial District, for appointment as Secretary of Drug and Alcohol Programs, to serve until the third Tuesday of January 2019 and until her successor is appointed and qualified, vice the Honorable Garold Tennis, Harrisburg, resigned.


TOM WOLF
Governor

JENNIFER SMITH, ACTING SECRETARY



Jennifer (Jen) Smith has most recently served the citizens of Pennsylvania as the Deputy Secretary for the Department of Drug and Alcohol Programs (DDAP).

Following her college graduation in 2004, she accepted a position in Pennsylvania's Office of the Budget as an accountant where she focused primarily on monitoring accounts receivables, processing loan payments, reconciling accounts for the Public Utility Commission and the Pennsylvania State Police.

Through 2009, she continued to work in various accountant positions in the Office of the Budget, serving as the co-lead on an effort to train hundreds of employees throughout the state on a new process for recording revenue. She also worked on an 18-month initiative to restructure and redesign business processes for Comptroller Operations, which is the largest office within OB. During this project, Jen served as the Communications, Change Management and Training Lead, and played a key role as the liaison between OB and all other agencies as it related to the changes being implemented. In the summer of 2009, she took over the role of Project Manager to oversee the final phases of implementation.

In 2009, Smith became the Director for Strategic Planning and Communications within the Office of the Budget. Three years later she was promoted to the Bureau Director for Planning and Management. In November of 2015, Smith accepted the position of Deputy Secretary for the Department of Drug and Alcohol Programs.

She currently resides in Jonestown with her husband of 14 years, their four children and two dogs. In addition to spending time with her family, she enjoys participating as an active member of the Annville Church of the Brethren.

SENATE NOMINATION QUESTIONNAIRE

Information on Nominee for appointment to:

Secretary of Drug and Alcohol Programs

Please type or print clearly

Today's Date

1/9/2018

Section 207.1 (g) of The Administrative Code of 1929 requires the Governor to submit the following information concerning each Nominee for positions, that require advice and consent of the Senate of Pennsylvania

Full Name: Jennifer S. Smith
(First) (Middle) (Last)

Voting Address (home): 129 Twin Creeks Drive

Jonestown

PA

17038

(City)

(State)

(Zip Code)

717-820-4168

(Area Code)

(Telephone)

Business Address: 625 Forster Street

(if any)

Harrisburg

PA

17120

(City)

(State)

(Zip Code)

717-214-1937

(Area Code)

(Telephone)

Employer Address: Same as business address

(if any)

(City)

(State)

(Zip Code)

(Area Code)

(Telephone)

(PLEASE COMPLETE REVERSE SIDE)

* Please answer ALL Questions- If None, please put "none" or "n/a"

Public Office/Public Position held by Nominees during the past 10 years:

See addendum

Party Registration: Republican

Offices held in Political Parties during the past 10 years: None

Has Nominee been convicted of any violation of Law?

Yes

No

If Yes, please explain (if necessary, attach additional paper) N/A

Date of Birth: 8/15/1981

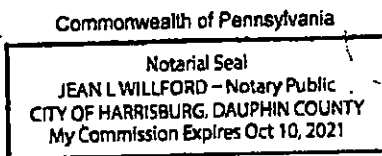
*** THIS FORM NEEDS TO BE A SWORN STATEMENT, PLEASE HAVE THIS FORM NOTARIZED***

Signature:
(nominee)

[Handwritten Signature]

Taken, sworn and subscribed before me this 9 day of January A.D. 2018.

(Seal)



[Handwritten Signature]
Signature of Notary

Jennifer S. Smith
625 Forster Street
Harrisburg, PA 17120

Addendum to Senate Nomination Questionnaire:

Public Office/Public Position Held by Nominee During the Past Ten Years:

1. Acting Secretary, Pennsylvania Department of Drug and Alcohol Programs
2. Deputy Secretary, Pennsylvania Department of Drug and Alcohol Programs
3. Co-chair, Pennsylvania Advisory Council on Drug and Alcohol Abuse
4. Chair, Methadone Death and Incident Review Team
5. Member, Pennsylvania Commission on Crime and Delinquency
6. Chair, Overdose Rapid Response Task Force
7. Office of the Budget 2007-2009: Accountant; Communications, Change Management, and Training Lead; Project Manager
8. Office of the Budget 2009-2012: Director for Strategic Planning and Communications
9. Office of the Budget 2012-2015: Bureau Director for Planning and Management

STATEMENT OF FINANCIAL INTERESTS

PLEASE PRINT NEATLY

01 LAST NAME FIRST NAME MI SUFFIX

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02 ADDRESS City State Zip Code Area Code Phone

825 FORSTER STREET HARRISBURG PA 17120 717 783-1937

NOTE: IF YOU ARE INCLUDING ATTACHMENTS, DO NOT INCLUDE ANYTHING THAT BEARS YOUR SOCIAL SECURITY NUMBER OR FINANCIAL ACCOUNT NUMBERS.

03 STATUS Check applicable block or blocks, more than one block may be marked. (See instructions on page 2)

A Candidate (including write-in) C Public Official (Current) D Public Employee (Current) E Check this block if you are filing as a solicitor

B Nominee C Public Official (Former) D Public Employee (Former)

04 PUBLIC POSITION OR PUBLIC OFFICE (administrator, member, Commissioner, job title, etc.) seeking hold held

A S E C R E T A R Y

B A C T I N G S E C R E T A R Y

05 GOVERNMENTAL ENTITY in which you are/were an Official, Employee, Candidate or Nominee (e.g., dept, agency, authority, borough, board, commission, county, school district, twp, etc.)

A D R U G & A L C O H O L P R O G R A M S

B D R U G & A L C O H O L P R O G R A M S

06 OCCUPATION OR PROFESSION (This may be the same as block 4) 07 YEAR The information in blocks 8 through 15 below represents financial interests for the PRIOR calendar year indicated.

ACTING SECRETARY OF DRUG & ALCOHOL PROGRAMS 2 1

08 REAL ESTATE INTERESTS (See instructions on page 2) If NONE, check this box.

09 CREDITORS (See instructions on page 2). Creditor (Name and Address) If NONE, check this box.

Name: SEE ADDENDUM Address:

10 DIRECT OR INDIRECT SOURCES OF INCOME including (but not limited to) all employment. (See instructions on pg. 2) ONLY IF NONE, check this box. OFFICIAL USE ONLY

Name: PA DEPT OF DRUG & ALCOHOL PROGRAMS Address: 825 FORSTER STREET, HARRISBURG, PA 17120

11 GIFTS (See instructions on page 2) If NONE, check this box.

Source of Gift Value

Address of Source of Gift Circumstances (including description) of Gift

12 TRANSPORTATION, LODGING, HOSPITALITY (See instructions on page 2) If NONE, check this box. Value

Source (Name and Address)

13 OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS (See instructions on page 2) If NONE, check this box.

Business Entity (Name and Address) Position Held

Name: Address:

14 FINANCIAL INTEREST IN ANY LEGAL ENTITY IN BUSINESS FOR PROFIT (See instructions on page 2) If NONE, check this box.

Name and Address of Business Interest Held

15 BUSINESS INTERESTS TRANSFERRED TO IMMEDIATE FAMILY MEMBER (See instructions on page 2) If NONE, check this box.

Business (Name and Address) Interest Held Relationship Date Transferred

Transferee (Name and Address)

The undersigned hereby affirms that the foregoing information is true and correct to the best of said person's knowledge, information and belief; said affirmation being made subject to the penalties prescribed by 18 Pa.C.S. §4904 (unsworn falsification to authorities) and the Public Official and Employee Ethics Act, 65 Pa.C.S. §1109(b).

Signature [Signature] Enter Current Date 1/9/2018

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK ABOVE IS NOT COMPLETED. MAKE A COPY FOR YOUR RECORDS.

Jennifer S. Smith
625 Forster Street
Harrisburg, PA 17120

Addendum to Statement of Financial Interests:

Section 4 – Public Position or Public Office

- C. Hold – Deputy Secretary
- D. Hold – Co-chair
- E. Hold – Chair
- F. Hold – Member
- G. Hold – Chair

Section 5 – Governmental Entity

- C. Pennsylvania Department of Drug and Alcohol Programs
- D. Pennsylvania Advisory Council on Drug and Alcohol Abuse
- E. Methadone Death and Incident Review Team
- F. Pennsylvania Commission on Crime and Delinquency
- G. Overdose Rapid Response Task Force

Section 9 – Creditors

1. PSECU, 1 Credit Union Place, Harrisburg, PA 17110
4.99%
2. BB&T, 197 Rocherty Road, Lebanon, PA 17042
4.49%
3. Bank of America, PO Box 15220, Wilmington, DE 19886
4.99%

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SENATE ETHICS
COMMISSION

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