

**Terry A. Clements**Legislator, 11<sup>th</sup> District

Chair, Intergovernmental Services

Committee Assignments  
Appointments  
Minority Affairs Task Force

To: Ben Boykin, Chairman of the Board of Legislators  
Tyrae Woodson-Samuels, Chair Committee on Appointments  
Sunday Vanderberg, Clerk of the Board of Legislators

FROM: Legislator Terry Clements, District 11

Date: April 21, 2021

RE: Recommendation for the Rent Guidelines Board Tenant Member Vacancy

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There is currently one Tenant Member vacancy on the Westchester County Rent Guidelines Board.

In accordance with New York State Emergency Tenant Protection act of 1974, Chapter 576, the Westchester County Board of Legislators recommends for appointment to the Rent Guidelines Board persons to be representatives of tenants, owners of property, and the public sector to the State Division of Housing and Community Renewal (DHCR) as the appointing authority.

I hereby recommend for appointment Sylvia Hamer, of New Rochelle, as a Tenant Member of the Westchester County Rent Guidelines Board.

Ms. Hamer's appointment is subject to the approval and recommendation by the Board of Legislators to the State Division of Housing and Community Renewal, where she would then be interviewed and subsequently appointed by the DHCR for a term to commence upon approval and to expire December 31, 2025.

Ms. Hamer's resume is attached.

Please place this recommended appointment on the April 26, 2021 Westchester county Board of Legislators agenda for referral to the Appointments Committee. The Rent Guidelines Board will begin their annual deliberations in the very near future.

**SYLVIA B. HAMER**  
**New Rochelle, NY 10805**  
**914-712 5128 (mobile); shamer012@aol.com**

## **CAREER SUMMARY**

High performance, results-driven Senior Executive with a career exemplifying visionary leadership, expertise and distinguished performance in administrative operations and organizational development. Built career reputation for successfully operating in complex environments and delivering quick results to achieve corporate goals. Adept at combining strong leadership of cross-functional staff and developing key alliances to execute strategic initiatives that enhance overall organizational quality, productivity, and bottom-line financial performance.

## **HIGHLIGHTS OF CAREER ACCOMPLISHMENTS**

- Restructured the training and staff development function without disruption to business operations while saving over \$250,000 annually;
- Spearheaded the flawless integration of Human Resources and Training and Staff Development into one cohesive unit designed to strengthen individuals, teams, and the overall organization;
- Directed and oversaw succession planning for the New York State Department of Civil Service and the Office of the Attorney General;
- Successfully achieved desired outcome in controversial collective bargaining negotiations;
- Strategically managed government transition and administration operations during change in leadership in the New York State Office of the Governor and Office of the Attorney General;
- Re-engineered business processes and operations resulting in over \$200 million in cost savings to reduce budget deficit;
- Evaluated and provided guidance on improving New York State's \$3.8 billion procurement purchases resulting in over \$100 million in immediate savings;
- Designed and implemented a comprehensive diversity and inclusion strategy that enhanced recruitment competency, strengthened programs and events, and set goals in all areas.

## **PROFESSIONAL HISTORY**

### **SHILOH BAPTIST CHURCH, New Rochelle, NY**

**3/19- present**

*Director of Government Affairs, Community Outreach and Interfaith Relations (Volunteer)* - Drive engagement with members, residents, faith-based leaders, community groups, advocacy organizations, and elected officials. Develop and implement plans for marketing and communications strategies to enhance the church's public image and brand. Draft and edit internal and external communications, including procedures, correspondence, briefings, press releases and talking points. Seek out speaking engagements and participation in relevant forums, such as community, government and faith-based events and activities, conferences, seminars and classes. Plan, organize, and lead church and community events and programs. Manage budget and operations for the "Showers of Hope" community homeless initiative. Recruit and manage volunteers for outreach and events. Represent the church at community and government meetings.

**The College of New Rochelle, New Rochelle, NY**

**5/18 – 12/18**

*Adjunct Instructor and Volunteer* - Taught introductory and advanced career and counseling courses. Planned lectures, assignments and demonstrations to collaborate with course curriculum. Delivered lectures, facilitate discussion and encourage students to examine issues from multiple angles. Helped students develop talent and skills through a range of exercises, readings and discussions. Worked with students to improve understanding of course subject and grades. Evaluated student performance and provide feedback throughout term. Volunteered weekly in the Office of Career Development providing career counseling and guidance to students in four schools.

**Office of the Brooklyn Borough President, Brooklyn, NY**

**1/14 – 12/17**

*Chief of Staff* – Directed successful transition of leadership and staff. Evaluated and restructured agency operations to function more efficiently. Managed all aspects of agency operations. Advised on issues and development of proposed legislation and internal policies. Directed communication between the Office of the Mayor, New York City Council, New York City and New York State agencies, boards and authorities, and Brooklyn constituents. Prepared agency budget submission, negotiated final passage, and oversaw implementation of taxpayer dollars. Worked directly with department heads on day-to-day issues, special projects and urgent matters to develop solutions and direct implementation of resolutions. Researched and drafted legislation for submission to partners in the New York State Legislature and New York City Council. Represented the office at various meetings and events.

**New York Power Authority, White Plains, NY**

**4/11 – 2/14**

*Chief of Diversity and EEO Officer* – Served as an advisor to the President and Chief Executive Officer, and actively provided strategic advice and counsel to senior management on diversity related issues, policies and procedures. Instituted the organization's Diversity Council and lead the creation of a strategic Diversity and Inclusion Plan that engaged all core functional areas of the corporation. Consulted with business unit heads to integrate diversity goals, objectives and strategies. Identified, designed and delivered high quality programs and events. Directed the alignment of workforce and supplier diversity initiatives to accomplish organizational outcomes. Developed and managed the department budget and ensured expenditures were within established parameters, emphasizing cost efficiencies. At the request of the Office of the Governor, conducted high-level EEO investigations for the State of New York, and managed the daily EEO operations of the agency.

**NEW YORK CITY OFF-TRACK BETTING, New York, NY**

**11/09 - 1/11**

*Chief of Staff and Executive Vice President for Corporate Affairs* - Provided strategic counsel and guidance to the Chairman, the Board of Directors and executive staff on critical issues, including the corporation's Chapter 9 Bankruptcy proceeding. Assisted in the development of a crisis management and restructuring plan that identified additional sources of revenue. Instrumental in proposing revisions to the statutory regime governing the racing industry, including overhauling the payment structure in order to financially sustain the corporation. Responsible for supervision of inter-governmental and community affairs, purchasing, procurement, branch and field operations, facilities, personnel, technology, finance, and inspector general. Served as liaison to the Governor's Office, and various legislative and fiscal committees. Provided leadership in areas of public policy, legislation, business administration and accountability.

**NEW YORK STATE OFFICE OF THE GOVERNOR, Albany, NY**

**3/07 – 11/09**

*Deputy Secretary to the Governor* - Served in the Governor's cabinet as the senior advisor for government operations, technology and gaming; managed a portfolio of 12 state agencies, authorities and boards with a combined annual operating budget of \$2 billion and over 5,400 employees. Responsible for developing strategies, policies and programs to deliver better government services in core areas and implement workforce development programs and plans to positively impact economic development throughout the State. Appointed by the Governor to serve on the boards of the New York City Off-Track Betting Corporation, and New York State Franchise Oversight Board. Served as the main liaison for all lobbying and intergovernmental affairs related to areas in portfolio.

**NEW YORK STATE OFFICE OF THE ATTORNEY GENERAL, Albany, NY**

**5/99 – 3/07**

*Executive Director for Administration* - Managed all aspects of operations and administration for the agency, with an operating budget over \$215 million and 1800 employees. Developed operating plans, budgets, policies and procedures, and strategic action plans to support the major functions of the office including: facilities and asset management, procurement, purchasing, human resources, budget and fiscal management, and technology. Chaired the Labor Management Committee and served as the liaison to the State's Legislative fiscal committees and control agencies. Directed the development of the agency's emergency disaster and recovery plan. Successfully negotiated and secured agency funds on an annual basis.

*Assistant Deputy for Administration* – Responsible for establishing administrative policies and procedures for the office and overseeing its day-to-day operation. Directed a staff of 200 and managed aspects of the budgeting and planning process, technology services, human resource assistance and facilities management for 33 offices throughout New York State. Routinely advised agency leadership on administrative management issues and co-authored domestic violence policies and procedures.

**NEW YORK STATE SENATE, Albany, NY**

**9/95 – 5/99**

*Senior Budget and Research Analyst* - Served as a senior budget analyst to the New York State Senate Finance Committee for 11 executive agencies. Responsible for analyzing state budgets for agencies and authorities, allocating budgets and monitoring expenditures to determine compliance with state laws. Recommended approval or disapproval of requests for funds to state senators based on analysis of proposed legislation and impact on citizens. Developed an early reputation as a troubleshooter and implemented special projects to advance complex or problematic policies. Served as a key Research Analyst within the Senate Research Services Office specializing in health, social services and aging. Authored numerous reports and policies relating to welfare reform, child abuse and assistance programs.

**NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION, Albany, NY**

**Spring 95**

*Public Policy Fellow* - Served as a Fellow in the Center for Women in Government to research and author a report on alternative funding mechanisms for environmental programs entitled, "*A Survey of Alternative Funding Sources*" which was submitted to the Governor on behalf of the New York State Superfund Management Board.

**WESTCHESTER COUNTY OFFICE FOR WOMEN, White Plains, NY**

**2/93 – 1/95**

*Coordinator of Job and Career Services* - Managed the outplacement program for dislocated workers resulting in an 80% placement rate. Developed expertise in domestic violence and issues affecting women and children. Performed skills assessments, training, job placement, employment counseling and coaching. Developed all training curricula and conducted workshops. Operated an innovative data bank which linked job seekers with employment opportunities. Frequently sought after for speaking engagements as one of the areas top job market experts.

**COLLEGE OF NEW ROCHELLE, New Rochelle, NY**

**8/90 – 2/93**

*Coordinator of Cooperative Education and Placement /Job Developer* - Provided career programming and counseling to students at four schools. Developed and marketed campus recruitment activities and conducted job fairs and campus interviewing programs which resulted in over 50% of students securing employment opportunities. Planned, designed and wrote educational and professional workshop and marketing materials targeted to students, employers, and staff. Served as the top Job Developer in charge of the Cooperative Education Program, successfully achieving an 80% placement rate by working with employers to identify training and job opportunities.

**EDUCATION**

M.S., Career Development, College of New Rochelle, New Rochelle, NY 5/92  
B.A., Liberal Arts, College of New Rochelle, New Rochelle, NY 5/90

**PROFESSIONAL AFFILIATIONS**

Member, F. Willa Davis Women’s Club, Inc., New Rochelle, NY 5/17 – 5/18  
Board Member, Center for Women in Government, SUNY Rockefeller, Albany, NY 6/09 – 6/13  
Board Member, New York State Off-Track Betting Corporation, NY, NY 5/09-11/09  
Board Member, New York State Franchise Oversight Board, Albany, NY 4/09 – 11/09  
Board Member, Association of Legal Administrators, Lincolnshire, IL 5/03 – 4/07

**COMMUNITY LEADERSHIP**

Volunteer, Sanctuary for Families, NY, NY 2/04 - 2/14  
President and Board Member, Country Village Townhouse Assn, Albany, NY 6/01-5/06  
Board Member, Sexual Assault Care Center for Rensselaer County, Albany, NY 5/96 - 5/97  
Board Member, The Renaissance Project, Inc., New Rochelle, NY 7/92 - 1/95  
Co-Chair, Racial Diversity Awareness Program, Committee on Diversity and Equality,  
College of New Rochelle, New Rochelle, NY 8/90 - 2/93

**HONORS**

Government Affairs Award, F. Willa Davis Women’s Club, Inc. 2018  
25 Influential Black Women in Business, Honoree, The Network Journal 2013  
Diversity in Action, Featured in Diversity/Careers Magazine 2011-12  
Outstanding Women in Government, Featured In Classique Magazine 2008  
Fellowship, First Eastern Leadership Academy, Council of State Governments 2005  
Henry Toll Fellowship, Council of State Governments 2001  
Public Policy Fellowship, Center for Women in Government, Rockefeller College 1995  
Ursula Laurus Award, Citation for Outstanding Achievement, College of New Rochelle 1995