

ERIE COUNTY LEGISLATURE

BARBARA MILLER-WILLIAMS

Legislator - 1st District

MEMBER:

Government Affairs Committee
Finance & Management Committee
Health & Human Services Committee



□ 427 William Street
Buffalo, New York 14204
716/842-0490
FAX: 716/854-5722

John Calvin Davis
Legislative Assistant

Nijae J. Davis
Legislative Aide

□ 92 Franklin Street, 4th Floor
Buffalo, New York 14202
716/858-8825
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December 31, 2015

Karen McCarthy
Clerk
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, NY 14202

Dear Ms. McCarthy:

Under the terms of the local law establishing the Charter Revision Commission of Erie County, I hereby appoint Mr. Rashied McDuffie, 183 Brunswick Avenue, Buffalo, NY 14208 as my representative to the Charter Revision Commission of Erie County.

Thank you for your assistance.

Sincerely,

Barbara Miller- Williams
Erie County Legislator
District 1

CC: Mr. Rashied McDuffie, Esq.

“We are here to serve the Community”

RASHIED H. MCDUFFIE

LICENSED ATTORNEY & MANAGERIAL PROFESSIONAL

PROFESSIONAL EXPERIENCE:

Assistant Corporation Counsel, March 2014 - Present

CITY OF BUFFALO LAW DEPARTMENT-CORPORATION COUNSEL, Buffalo, New York

Handle variety of matters in the areas of property damage, first and additional party insurance defense and indemnification, M/WBE contract enforcement and compliance and prosecution of small claims at every phase of the matter from pre-suit stage through appeal. Defend the City at all stages in complex and challenging city and state actions arising out of the City's role as a building code enforcement agency. Perform sophisticated legal research and prepare opinions on diverse legal issues. Interpret and apply legal principles and precedents in resolving complex legal issues. Negotiate, prepare, draft, revise and approve contracts, resolutions, ordinances and other legal documents. Review documents and render opinions as to their legal validity and/or acceptability. Investigate claims and complaints involving the City and recommend necessary actions. Prepare for and try city and state cases for damages, declaratory and injunctive or other relief. Take depositions, prepare pleadings, motions, memorandums, written discovery, briefs, trial and appellate materials in preparation for lawsuits, administrative proceedings and hearings. Draft proposed legislation and make recommendations to repeal, amend or revise existing laws. Advise the Mayor, Deputy Mayor, members of the Buffalo Common Council, Commissioners and supervisory employees of agencies, housing court and small claims clients on legal matters. Represent Corporation Counsel in cases, hearings and at various internal board hearings and appeals. Attend meetings of the City Council, boards, agencies and housing court clients. Operate with facts, focus on results, provide clear direction and encourages innovation. Work independently and manage a large caseload.

Attorney, May 2012-present

RHM CONSULTING, Buffalo, New York/Miami, Florida

Assist and advise homeowners at all stages of property ownership, including negotiating, drafting and reviewing purchase agreements. Applies for zoning variances, appeals property tax assessments, clears liens, explores options to prevent foreclosure. Defend homeowners during foreclosure proceedings and represents homeowners in the event of defect non-disclosure litigation. Represent landlords on lease negotiations, landlord-tenant disputes, and eviction proceedings. Communicate with IRS officials. Assist clients in maximizing use of tax credits. File an appeal of a IRS departmental decision.

Government and Policy Administrator, February 2013 – March 2014

CITY OF BUFFALO - COMMISSION ON CITIZEN'S RIGHTS AND COMMUNITY RELATIONS, Buffalo, New York

Managed and assisted the Commission's advocacy efforts in Western New York. Performed extensive and complex legal research and implemented strategy pertaining to environmental justice law, human rights law, constitutional law, social security law, housing law and immigration law matters. Served as an advocate for the Commission's policies and objectives in cases before the City Council, New York State, Congress and federal agencies. Assisted in the resolution of citizen inquiries and complaints by reviewing, responding and making recommendations for submission to the City Commission. Analyzed and proposed recommendations in the development of administrative policies and provided policy guidance to Executive Director and Commissioners. Organized and attended meetings of the Commission, the New York State Division of Human Rights and the Buffalo Common Council.

Senior Legislative Assistant & Chief of Staff, February 2003 – June 2005

Legislative Assistant, February 2001 – February 2003

CITY OF BUFFALO-BUFFALO COMMON COUNCIL, Buffalo, New York

Managed day to day operations. Developed and implemented two year legislative and policy plan and enacted appropriate strategies to achieve district objectives. Served as a liaison and an advocate for the Councilman's

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RASHIED H. MCDUFFIE

LICENSED ATTORNEY & MANAGERIAL PROFESSIONAL

policies and objectives in matters before the United States House of Representatives, Senate, the White House, the New York State Assembly, Senate and office of the Governor, community and faith based organizations, county health department and city departments. Supervised staff of two full-time employees, thirty part-time employees and various summer interns. Analyzed and monitored specific legislative and regulatory activities and proposals and identified the potential impact of proposals on constituents and businesses within the City of Buffalo. Promoted to Chief-of-Staff within two years.

Junior Counsel & Executive Director to Committee on Environmental Conservation, May 2009 – February 2011
MAJORITY LEADERSHIP OF THE NEW YORK STATE SENATE, Albany, New York

Researched and analyzed legal issues related to environmental conservation, business and corporations and minority and business development. Monitored proposed legislative amendments to New York State Senate Leadership regarding water quality and wetland development laws. Drafted policy recommendations and oversaw implementation to Department of Environmental Conservation concerning hydraulic fracturing in New York State. Counseled Chairperson regarding scope and legality of policy recommendations, status of outcome and requested documents. Organized and conducted committee hearings agendas, talking points, meeting dates and schedules, voting tallies and posting of committee results. Negotiated Environmental Protection Fund budget. Observed and assisted with preparation of talking points, press materials and speeches for senate sessions.

EDUCATION:

HARVARD BUSINESS SCHOOL HARVARD CLUB OF BUFFALO, Cambridge, Massachusetts
Executive MBA Certificate Program, May 2009

UNIVERSITY OF MIAMI SCHOOL OF LAW, Coral Gables, Florida
Juris Doctor, May 2008

STATE UNIVERSITY OF NEW YORK AT BUFFALO (SUNY AT BUFFALO), Buffalo, New York
Bachelors of Arts, *cum laude*, May 2005

BAR ADMISSIONS:

State of Florida –Admitted, May 2012
New York State Bar –Admitted, January 2014

PROFESSIONAL ASSOCIATIONS:

New York State Bar Association, Member 2014
Florida Bar Association, Member 2014
Minority Bar Association of Western New York, Member 2014
University of Miami Alumni Association, Young Leaders- Board of Directors, 2010-2012

SKILLS:

Proficient in Windows/Mac OS, *Microsoft Office* applications, *LexisNexis*, *Westlaw*, and *Agenda*. Media/Press Relations; Superior writing abilities (legal, advocacy, educational, persuasive); Event planning and coordination; Decision Making; Leadership Roles; New Venture Introduction, Implementation, and Management; Project Management; Fundraising; Client Care Management; Strategic Planning; Establishing and maintaining State and Local Government relationships.