

SOUTH ORANGE VILLAGE
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RESOLUTION #2021-183

June 28, 2021

RESOLUTION AUTHORIZING AGREEMENT, ON NON-FAIR AND OPEN BASIS, BY AND BETWEEN TOWNSHIP OF SOUTH ORANGE VILLAGE AND EVAN COLLIER FOR SERVICES RELATED TO THE SOUTH ORANGE CARE & COMMUNITY JUSTICE PROJECT

WHEREAS, the Township of South Orange Village ("South Orange") and Essex County have created the Care & Community Justice Project as a pilot program to better serve their residents and visitors that suffer as a result of domestic violence, homelessness, drug addiction, juvenile delinquency, mental illness, police mistrust and will benefit from social work and restorative practices; and

WHEREAS, the Care & Community Justice Project is intended to further enhance the South Orange Police Department's cultural improvements already under way and permanently embed care and compassion service values into Police Department operational strategy, protocol, and day to day interactions; and

WHEREAS, it shall be the intent of the Care & Community Justice Project to develop best practices that are data driven and scalable so that they can be replicated across other Essex County communities and beyond; and

WHEREAS, South Orange wishes to engage the services of Evan Collier, on a non-fair and open basis, for an amount not to exceed \$3,000 to assist in the implementation of the Care & Community Justice Project. Contract will run from execution of contract through August 31, 2021.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Township of South Orange Village that:

1. The annexed Agreement or agreement in substantially the same form and content is hereby approved.
2. The Village President is hereby authorized to execute an agreement in substantially the same form and content.



CERTIFICATION OF AVAILABLE FUNDS

As required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq. and any other applicable requirement, I, Gregory Bock, Village Treasurer of the Township of South Orange Village, have ascertained that there are available sufficient uncommitted funds in the line item specified below to award the contract specified in the above resolution, in the amount specified below. I further certify that I will encumber these funds upon the passage of this resolution.

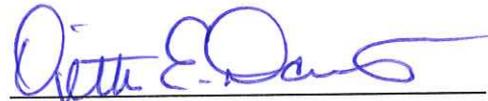
02-3000-03-6000-010 Community Care Justice Program Grant NTE \$3,000.⁰⁰

| | | |
|---|-------------|-----------|
| Line Item | Description | Amount |
|  | | 6/25/2024 |
| Gregory Bock, Village Treasurer | | Date |

| Trustee Member | Motion | Second | Ayes | Nays | Abstain | Absent |
|------------------|--------|--------|------|------|---------|--------|
| Brown | | | | | | |
| Coallier | | | X | | | |
| Haskins | | | X | | | |
| Hartshorn Hilton | X | | X | | | |
| Jones | | X | X | | | |
| Zuckerman | | | X | | | |

CERTIFICATION

I, Ojetti E. Davis, Acting Village Clerk of the Township of South Orange Village, County of Essex, State of New Jersey, do hereby certify that this is a true and correct copy of the Resolution adopted by the Board of Trustees at their regular meeting held on Monday, June 28, 2021.



Ojetti E. Davis
Acting Village Clerk

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
TOWNSHIP OF SOUTH ORANGE VILLAGE AND EVAN COLLIER AS PROJECT EXECUTIVE
ASSISTANT FOR THE
SOUTH ORANGE PROJECT

Whereas, the Township of South Orange Village ("South Orange") and Essex County desire to create the Care & Community Justice Project (the "Project") as a pilot program to better serve their residents and visitors that suffer as a result of domestic violence, homelessness, drug addiction, juvenile delinquency, mental illness, police mistrust and will benefit from social work and restorative practices; and

Whereas, the Project is intended to further enhance the South Orange Police Department's cultural improvements already under way and permanently embed care and compassion service values into Police Department operational strategy, protocol, and day to day interactions; and

Whereas, the Project is intended to result in best practices that are data driven and scalable so that they can be replicated across other Essex County communities and beyond; and

Whereas, the Township of South Orange Village wishes to hire Mr. Evan Collier under a three month consultant contract, priced based on a monthly retainer of \$1,000 to be paid at the end of each month up to \$3,000. Mr. Collier will 1) invoice services monthly under the contract, 2) pro rate the monthly retainer fee to the extent he works only a portion of the month, and 3) be paid in full upon completion of any applicable Project deliverables. Note that South Orange plans to foster a culture of continuous improvement on this Project and so will provide real time assessment and feedback for its contracted consultants. This assessment and feedback will help us determine whether and how to design any continuing involvement beyond the initial contract term.

Now, therefore, the Parties execute this Memorandum of Understanding ("MOU") to memorialize their desire, roles and intent to successfully implement the Project.

The above Whereas clauses are incorporated herein as if repeated verbatim.

1. Deliverables, Roles and Scope of Services:

- a. South Orange shall create and fund a pilot program to be known as the Care & Community Justice Project.
- b. Mr. Collier will serve as Project Executive Assistant on the Project in collaboration with Project Director, with roles and duties as follows:
 - i. Provide project management oversight over communication strategy and execution to ensure the related deliverables are met in a timely manner;
 - ii. Develop a communication strategy and timeline that will serve to promote the Program and win grant awards needed to fund the program.
 - iii. Produce needed Programmatic communication tools including the following:

1. Assist with writing, editing, and proofreading content related to Community Care and Justice policy and communications
 2. Serve as liaison for programs and events pertaining to community outreach and wellness enrichment programming.
 3. Oversee research assistants and grant writers to ensure completion of grants, publications, executive summaries, research, community programming material, etc.
- iv. Promote Program content and progress to contacts representing Seton Hall, local and statewide news outlets, as well as national and international news outlets
- c. South Orange agrees to remit payment to Mr. Collier during his tenure serving as Project Executive Assistant for the South Orange Project using the following party and account information:
 - i. Name: Evan James Collier
 - ii. Address: 10 Broadway Street, Milton PA 17847
 - iii. ABA number: 022000046
2. Term: This MOU shall commence upon execution, and shall continue to and include August 31st, 2021, unless it is terminated by either party by written notice 30 days prior to the termination date.
 3. Independent Contractor Status: South Orange and Mr. Collier (with South Orange are hereby collectively referred to as the "Parties") and any consultants, liaisons, volunteers, and/or other Project partners/participants, shall be deemed at all times to be independent contractors and are wholly responsible for the manner in which they perform the services and work requested by the Project under this MOU. As independent contractors, neither of the Parties, or their employees or agents will hold themselves out as, or claim to be, officers or employees of the other, or make any claim to any right or privilege applicable to one of the other, including, but not limited to, workers' compensation coverage, unemployment insurance benefits, social security coverage or employee benefits, retirement membership or credit. All experts or consultants or employees who are engaged to provide services in furtherance of the Project under this MOU will not be employees of the Project and will not otherwise be under contract to the Project. Each of the respective parties alone shall be responsible for their employees' work, direction, compensation and personal conduct while engaged under this MOU. Nothing in this MOU shall impose any liability or duty for any acts, omissions, liabilities or obligations of any person, firm, company, agency, association, expert, consultant, independent contractor, specialist, trainee, employee, servant, or agent employed or engaged by one of the other parties, or for taxes of any nature, including, but not limited to, worker's compensation, unemployment insurance, disability benefits and social security to any person, firm or corporation affiliated with one of the other parties.

4. Confidential Information: In the course of work, the Parties may have access to or learn of information and records that are not rightfully in the public domain in the course of providing Services under this MOU and/or in furtherance of the Project. The Parties agrees to treat such information as confidential and not share it with persons or organizations without appropriate prior written approval.
5. Audits: The Parties will keep and maintain efficient, complete and separate books and records concerning any and all costs incurred in the performance of this MOU. Such books and records shall be kept available for examination by an independent auditor at all reasonable times and places during the period of this MOU and for six (6) years from the date of termination.
6. Indemnification: The Parties and their respective members, affiliates, partners, elected officials, officers, directors, employees, agents, and representatives shall indemnify and hold each other harmless from and against any and all claims, orders, damages, liabilities (including those for personal injury, death or property damage), costs and expenses, including reasonable attorney's fees and expenses, in whole or in part arising from or related to actions or omissions with respect to any willful misconduct in connection with this Agreement or in connection with the Care & Community Justice Project.

These indemnity obligations shall survive the termination or expiration of this MOU.

On this 28th day of June, 2021, the parties have executed this Memorandum of Understanding.

Township of
South Orange Village

Mr. Evan Collier

By: Sheva C. Collier

By: 