

RESOLUTION 16-1

WHEREAS, the Sangamon County Board created the Massey Commission after the death of Sonya Massey whose life tragically ended on July 6th, 2024 because of the abhorrent actions of Sean Grayson; and

WHEREAS, the commission is charged with establishing a path forward to best bring our community together and to address systemic issues in law enforcement practices, mental health responses, and community relations, with the goal of creating tangible, practical, and equitable solutions for the betterment of all who call Sangamon County home; and,

WHEREAS, we recognize the search for answers to this question will involve changes to our selection, training, support and review of personnel engaged in public safety, mental health, public health, education, training and we are receptive to these changes; and,

WHEREAS, it is with gratitude that the county accepts SIU Medicine's offer to provide in-kind staffing support to lead the support work of the commission; and

WHEREAS, the selection committee of the Massey Commission has chosen an Associate Managing Director to assist the commission;

NOW, THEREFORE, BE IT RESOLVED by the Sangamon County Board on this 7th day of April 2025 to further the purposes of this resolution and to support SIU Medicine and all of the work of the Massey Commission, the county will enter into an agreement with Sontae Massey to help support SIU Medicine with many tasks outlined in the contract including but not limited to event management, communications, engagement, research and other tasks at an amount not to exceed \$42,000 for a sixth-month period.

Approved by the Finance Committee April 7, 2025

_____, Chairman

Chairman, Sangamon County Board

ATTEST:

County Clerk

FILED

APR 04 2025

Don / Gray
Sangamon County Clerk

AGREEMENT

THIS AGREEMENT, effective April 1, 2025, is made and entered into by and between Sangamon County ("County") and Sontae Massey, hereinafter referred to as "Consultant."

Purpose: The purpose of this Agreement is to allow Consultant to assist SIU School of Medicine in coordinating the work of the Massey Commission, which is now being organized and will be co-chaired by Dr. Jerry Kruse, dean and provost of Southern Illinois University School of Medicine and JoAnn Johnson, retired from the Illinois State Police.

Sangamon County and Consultant mutually agree as follows:

Article I - Scope of Services

From April 1, 2025, through September 30, 2025, Consultant agrees to provide the following services:

Job Specifications/Scope of Work

Managing Director Duties as Assigned

- The Associate Managing Director is responsible for meeting management and public outreach for the Massey Commission. Additionally, the associate is responsible for various leadership aspects of the Massey Commission in consultation with the managing director. Assisting the managing director in developing the overall agenda and direction of the commission, its meetings, action and reports with specific duties as assigned by the Managing Director.

Meeting Planning & Logistics

- Organize and coordinate general meeting logistics.
- Compile agendas and assemble necessary materials for commissioners.
- Manage technical aspects of meetings, including production and release of final materials.

Media & Public Communication

- Prepare and distribute post-meeting messages to the media.
- Arrange public sign-in and coordinate public comments.
- Post meeting information and materials on social media and provide updates to the web manager.

Post-Meeting Follow-Up

- Coordinate press releases and draft resolutions.
- Edit and publish meeting videos.
- Ensure website updates with meeting outcomes and relevant materials.

Media Relations

- Serve as the primary media contact.

- Coordinate interviews with commissioners.
- Manage the commission's Gmail account.

Community & Stakeholder Engagement

- Work with community groups and leaders to promote commission meetings.
- Gather and distribute relevant news stories to commissioners and co-chairs.

Vendor & Administrative Management

- Serve as the primary contact for vendors and process invoices for county payment.
- Manage the intern program.

Workgroup & County Coordination

- Communicate deadlines for workgroups and respective chairs.
- Follow up on time-sensitive items and coordinate with senior staff.
- Act as the primary liaison with the county, addressing inquiries and tasks as needed.

Article II - Compensation

Sangamon County agrees to compensate Consultant in the manner described below.

Flat monthly fee of \$7000 The fee is all-inclusive for the Scope of Services. Any other expenses incurred by Consultant in fulfilling the Scope of Services (e.g., for graphic designers, photographers, printing/copying, videographers, food/drinks, AV services, space rental, meeting expenses or other expenses) will be billed directly by those vendors to Sangamon County or to another organization specified by SIU School of Medicine whenever possible. In situations where Consultant incurs external expenses that are not billed directly, Consultant will be reimbursed for expenses at cost, without markup. In some cases, County or SIU School of Medicine may direct Consultant to utilize specific external services or vendors. Sangamon County's obligation to pay any expenses under this paragraph is limited to total payments not to exceed \$4,000, and only expenses incurred with the county's pre-approval and supported by invoices will be paid.

Article III - Invoicing and Payments

Consultant shall submit an invoice to Sangamon County at the end of each month. Sangamon County agrees to pay Consultant the monthly fee of \$7000 within 14 days of receipt of invoice.

Article IV - Termination

The performance of services under this Agreement may be terminated, in whole or in part, by Sangamon County or Consultant with 30 days' notice.

Article V - Disputes

Any disputes arising under this Agreement that are not settled informally shall be settled by appropriate legal, equitable or administrative proceedings.

Article VI - Conflict of Interest

Consultant, by signing this Agreement, covenants that Consultant has no public or private interest, direct or indirect, and shall not acquire directly or indirectly any such interest that does or may conflict in any manner with the performance of Consultant's services and obligations under this Agreement.

Article VII - Compliance with Laws

Consultant agrees that it will comply with all federal, state, municipal, and local laws, rules, and regulations that may be applicable to this Agreement.

Article VIII- Entire Agreement

This consultant Agreement is the entire agreement between Sangamon County and Consultant regarding Consultant providing services to the Massey Commission. It supersedes all prior communications, understandings and agreements, whether written or oral. Amendments to this Agreement must be in writing and signed by both County and Consultant.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of its effective date.

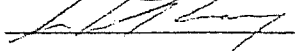
Sangamon County

By: _____

(Printed) _____

Title: _____

Date: _____

By:  _____

(Printed) Sandra L. Massey

Title: _____

Date: 03/28/2025