




May 20, 2013

MEMORANDUM

TO: District Board of Trustees

FROM: Jim Murdaugh, President 

SUBJECT: Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP
April 30, 2013

Item Description

Request for approval to pay the Board's attorney.

Overview and Background

On a monthly basis, the Board's attorney submits an invoice for services provided.

Past Actions by the Board

The Board of Trustees approved the contract at the October 18, 2010 Board meeting and shall be effective through October 31, 2011. The contract may be renewed on an annual basis with four (4) consecutive one (1) year renewals for a total contract period of five (5) years. The Board approved year three (3) of the contract at the September 17, 2012 Board meeting which shall be effective until October 2013. The Board shall be billed on an annual flat fee of \$160,000 for services of the firm.

Funding/Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$13,512.37

Staff Resource

Teresa Smith

Recommended Action

Authorize payment of invoice as presented.

ANDREWS, CRABTREE, KNOX & ANDREWS, LLP

1558 VILLAGE SQUARE BLVD.

SUITE 1

TALLAHASSEE, FL 32309

TAX ID #59-3621660

April 30, 2013

Teresa Smith
Vice President for Administrative Services and
Chief Financial Officer
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

Invoice# 11374 WRM
Our file# T00007 02276
Billing through 04/29/2013

Tallahassee Community College (General)
P.O. Number: 2011 00001580

FOR PROFESSIONAL SERVICES RENDERED

03/27/2013	WRM	Receipt and review of e-mail from M. Turnbull re: Network v. TCCF judgment (.1); Receipt and review of e-mails (2) from B. Ingerman re: data breach response (.2); Receipt and review of e-mails (3) from S. Singer re: Board records digital storage (.3); Receipt and review of Rule 1B-26.003 re: agency electronic recordkeeping (.1); Receipt and review of e-mail from S. Gardner re: digital storage Board records (.1); Receipt and review of e-mails (4) from T. Smith re: first Wakulla lease (.4); Receipt and review of e-mail from D. Wildes re: Wakulla property closing documents (.1); E-mail to B. Ingerman re: data breach response (.1); E-mail to B. Ingerman re: digital storage Board records (.1); E-mails (2) to T. Smith re: first Wakulla lease (.2); Analysis: class cancellation, request for student medical information (.5); Telephone conference with M. Mainwood re: review meeting - MOU - Vet Power (.1); Telephone conference with T. Smith re: first Wakulla lease (.1); Receipt and review of e-mail from M. Mainwood re: Vetpower MOU meeting (.1); Receipt and review of e-mail from T. Smith re: public	7.10 hrs.
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record request - records of current employee (.1); E-mail to J. Mooshie re: first Wakulla lease (.1); E-mail to T. Smith re: public record request - current employee (.1); Receipt and review of e-mail from C. Dominguez re: Board records digital storage (.1); Attend WEI architect contract proposers meeting and site visit (including travel to and from site) (3.9); Telephone conference with R. Tolson re: employee action (.1); Telephone conference with T. Smith re: WEI architect contract, employee action (.2);

03/28/2013	WRM	<p>Receipt and review of e-mail from J. Murdaugh re: CEMP (.1); Receipt and review of e-mail from B. Sloan re: dual enrollment and PERT (.2); Receipt and review of e-mail from M. Mainwood re: VetPower agreement (.1); Receipt and review of e-mail from B. Babb re: fitness to return to work exam (.1); Receipt and review of e-mail from S. Miller re: fitness for work (.1); E-mail to B. Ballard, others re: WEI architect selection (.1); Telephone conference with R. Tolson re: employee retirement (.1); Analysis: dual enrollment - public/private students (1.9); Preparation for today's TCCF Board meeting (.2); Receipt and review of e-mails (2) from S. Miller re: licensing agreements (.2); Attend today's TCCF Board meeting (including travel to/from Crawfordville) (2.5); Receipt and review of e-mail from B. Babb re: licensing agreements (.1); Receipt and review of e-mail from B. Bierbaum re: employment background check - former student (.1); E-mail to B. Bierbaum re: employment background check - former student (.1); E-mail to B. Sloan re: PERT and dual enrollment (.1); E-mail to C. Brown re: former employee paycheck (.1); Telephone conference with T. Smith re: financial question and first Wakulla lease (.1); Telephone conference with L. Kling re: OCR - DOE complaint (.2);</p>	6.40 hrs.
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03/29/2013	WRM	Receipt and review of e-mail from J. Mooshie re: first Wakulla lease (.1); E-mails (2) to T. Smith re: first Wakulla lease (.2); Receipt and review of e-mail from C. Brown re: former employee's paycheck (.1); Receipt and review of e-mail from R. Tolson re: former employee's paycheck (.1); Receipt and review of e-mail from T. Smith re: former employee's paycheck (.1); Receipt and review of e-mail from T. Smith re: CEMP (.1); Telephone conference with L. Kling re: DOE OCR complaint (.1); Review pay/deduction information re: former employee's paycheck (.1); E-mail to C. Brown re: former employee's paycheck (.1); Receipt and review of e-mail from L. Kling re: DOE OCR complaint (.1); Brief scan of DOE/OCR complaint (.2); E-mails (4) to S. Search re: DOE OCR complaint (.4); E-mail to B. Ingerman re: DOE OCR complaint data preservation (.1); E-mails (2) to J. Mooshie re: first Wakulla lease (.2); Telephone conference with T. Smith re: first Wakulla lease (.1); Receipt and review of e-mail from D. Hendry re: expunction process (.1); Receipt and review of e-mails (4) from S. Search re: DOE OCR complaint (.4); E-mail to D. Hendry re: expunction process (.1); Telephone conference with S. Crosby re: DOE OCR complaint (.2);	2.90 hrs.
03/31/2013	WRM	Review and analysis of DOE OCR complaint and attachments;	1.50 hrs.
04/01/2013	WRM	Receipt and review of e-mails (3) to B. Ingerman re: DOE OCR complaint (.3); Receipt and review of e-mail from G. Haile re: electronic payroll (.1); Receipt and review of e-mail from S. Schroeder re: electronic payout (.1); Receipt and review of e-mail from T. Smith re: NexGen contract (.1); Receipt and review of e-mail from P. Locascio re: electronic payroll (.1); Receipt and review of e-mails (4) from D. Wildes re: WEI architect selection (.4); Receipt and review of e-mail	8.80 hrs.

from M. Miller re: electronic payroll (.1);
Receipt and review of e-mail from G. Wells re:
Embassy Suites contract (.1); Receipt and
review of e-mail from T. Smith re:
Communities in Schools agreement (.1);
Receipt and review of e-mail from T. Smith re:
first Wakulla lease (.1); Receipt and review of
e-mail from T. Smith re: consulting services
agreement (.1); E-mails (2) to D. Wildes re:
WEI architect selection (.3); Conference with
S. Search re: DOE OCR complaint (.5);
Telephone conference with D. Hendry re:
employee issues (.1); Receipt and review of
e-mail from D. Wildes re: TCC/COT
Development Agreement (.1); Receipt and
review of e-mails (3) from T. Smith re: WEI
architect selection (.3); E-mail to B. Ingerman
re: DOE OCR complaint (.1); Receipt and
review of e-mails (2) from D. Hendry re:
CEMP exercise/tests (.3); E-mail to S. Search
re: facility rental (.1); Receipt and review of
e-mail from S. Search re: facility rental (.1);
E-mail to D. Hendry re: CEMP exercise/tests
(.1); Receipt and review of e-mails (2) from C.
Brown re: former employee paycheck (.2);
E-mail to C. Brown re: former employee
paycheck (.1); E-mail to E. Sheeks re: DOE
OCR complaint (.1); E-mail to T. Smith re:
first Wakulla lease (.1); Telephone conference
with T. Smith re: first Wakulla lease/WEI
architect selection (.2); Receipt, review and
analysis of correspondence from R. Jackson re:
response to public record request (.1); E-mail
to R. Tolson re: FSU response to public
records request (.1); E-mail to T. Smith/R.
Tolson re: former employee paycheck
deductions (.1); Receipt and review of e-mail
from T. Smith re: former employee paycheck
deductions (.1); Initial review of Embassy
Suites agreement (.2); E-mail to G. Wells re:
Embassy Suites agreement (.1); Attend: WEI
architect planning meeting, WEI property
purchase closing, meeting with first lease

landlord, includes travel to and from Crawfordville (3.8);

04/02/2013	WRM	Receipt and review of e-mail from R. Tolson re: TCC public records request for FSU (.1); Receipt and review of e-mail from E. Sheeks re: DOE OCR complaint (.1); Receipt and review of e-mail from G. Wells re: Embassy Suites contract (.1); Receipt and review of e-mail from R. Tolson re: Leon County domestic partners ordinance (.1); Receipt and review of e-mail from L. Powell re: Leon County ordinance-domestic partners (.1); Receipt and review of e-mails (2) from D. Wildes re: DeWolf lease (.2); Receipt and review of e-mails (2) from B. Ingerman re: V. Tambellini contract (.2); Receipt and review of e-mail from T. Smith re: DeWolf lease (.1); Preparation for VetPower agreement conference (.3); Review and analysis of Tambellini agreement (.4); E-mail to T. Smith/B. Ingerman re: Tambellini agreement (.1); Receipt and review of e-mail from J. Mooshie re: first Wakulla lease (.1); E-mail to T. Smith re: first Wakulla lease (.1); E-mail to B. Ingerman re: DOE OCR complaint (.1); E-mails (4) to S. Search re: DOE OCR complaint (.4); Review and analysis of DeWolf lease and subordination agreement (.4); E-mail to D. Wildes re: DeWolf lease and subordination agreement (.1); Receipt and review of e-mails (2) from B. Ingerman re: DOE OCR complaint (.2); Review of liability provision in Embassy Suites agreement (.1); E-mail to G. Wells re: Embassy Suites agreement (.1); Receipt and review of e-mail from V. Jones re: DOE OCR complaint (.1); E-mail to V. Jones re: DOE OCR complaint (.1); Receipt and review of e-mails (2) from C. Dominguez re: board policies (.2); E-mails (2) to Ki. Moore re: VetPower MOU teleconference (.2); Receipt and review of e-mail from Ki. Moore re: VetPower MOU	8.90 hrs.
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teleconference (.1); Conference call with VetPower re: proposed teaming agreement (.5); Review and analysis of Communities in Schools agreement (.5); Receipt and review of e-mails (2) from Ki. Moore re: VetPower agreement (.2); Receipt and review of e-mail from S. Schroeder re: board policies (.1); E-mail to T. Smith/V. Lawrence re: Communities in Schools agreement (.1); Receipt and review of e-mail from S. Gardner re: board policies (.1); Receipt and review of e-mail from S. Miller re: board policies (.1); Telephone conference with Ki. Moore re: VetPower agreement (.1); Review and analysis of Leon County ordinance 13-09 Domestic Partnership Registry (.5); Receipt and review of e-mails (4) from S. Search re: DOE/OCR complaint (.4); Telephone conference with T. Smith re: first Wakulla lease (.1); Receipt and review of e-mail from T. Smith re: first Wakulla lease (.1); Receipt and review of e-mail from T. Smith re: first Wakulla lease (.1); Telephone conference with R. Tolson re: pre-determination hearing (.1); Review and analysis of TCC grievance and discipline policies (.2); E-mail to R. Tolson re: pre-determination hearing (.1); Receipt and review of e-mail from D. Hendry re: investigation conclusion (.1); Receipt and review of e-mail from R. Tolson re: pre-determination hearing (.1); Receipt and review of e-mail from W. Patterson re: DOE OCR complaint (.1); Receipt and review of e-mail from T. O'Hern re: board policies (.1); Analysis - DOE OCR complaint processing (.3); Receipt and review of e-mail from Ki. Moore re: VetPower meeting notes (with notices) (.2); E-mail to S. Search, others re: Articulation Agreement (.1); Review and analysis of NextGen contract (.4); E-mail to T. Smith re: NextGen contract (.1);

04/03/2013

WRM Telephone conferences (2) with T. Smith re:

5.90 hrs.

articulation agreement (.2); Receipt and review of e-mail from R. Tolson re: public records review (.1); Receipt and review of e-mail from R. Tolson re investigation conclusion (.1); Receipt and review of e-mails (2) from T. Smith re: deduction from former employee paycheck (.2); Receipt and review of e-mail from B. Sloan re: investigation conclusion (.1); Receipt and review of e-mails (2) from S. Search re: DOE OCR complaint (.2); Receipt and review of e-mails (2) from B. Sloan re: articulation agreements (.2); Receipt and review of e-mail from T. Smith re: WEI property purchase documents (.1); E-mail to B. Sloan, others re: articulation agreements (.1); E-mail to S. Search re: DOE OCR complaint (.1); E-mail to Ki. Moore re: articulation agreements (.1); E-mail to T. Smith re: review of documents supporting paycheck deductions (.1); E-mail to R. Tolson re: public records review (.1); Review and analysis of DOE OCR information (.3); Telephone conference with R. Tolson re: public records review (.1); Conference with R. Tolson/review documents re: public record request (1.2); Conference with T. Smith re: former employee paycheck deductions (.4); Conference with J. Chaires-Lacey/document review re: public records request (.6); Receipt and review of e-mail from TCC communications re: WEI groundbreaking (.1); Analysis: exemptions from public records act (.4); E-mail to J. Chaires-Lacey re: public records request (.1); Conference with S. Search, others re: DOE/OCR complaint (1.0);

04/04/2013	WT	Prepare and scan former employee documents for transmission to C. Brown;	0.30 hrs.
04/04/2013	WRM	Receipt and review of e-mail from Ki. Moore re: articulation agreements (.1); Receipt and review of e-mail from B. Ballard re: WEI groundbreaking (.1); Receipt and review of e-mail from V. Lawrence re: Communities in	5.30 hrs.

Schools (.1); Receipt and review of e-mail from T. Smith re: Communities in Schools (.1); Receipt and review of e-mails (2) from T. Smith re: Visit Tallahassee contract (.2); Receipt and review of e-mail from J. Murdaugh re: CEMP (.1); E-mail to J. Murdaugh re: DOE OCR complaint (.1); E-mail to D. Hendry re: DOE OCR complaint (.1); E-mail to C. Brown re: deductions from former employee's pay check (.1); Receipt and review of e-mail from D. Hendry re: DOE OCR complaint (.1); Receipt and review of e-mail from C. Brown re: deductions from paycheck (.1); Review and analysis of proposed Visit Tallahassee agreement (1.4); E-mail to T. Smith re: Visit Tallahassee agreement (.3); Telephone conferences (3) from R. Tolson re: public record requests (.2); Analysis: Leon County Domestic Partnership ordinance (.8); Dictation and preparation of correspondence to R. Tolson re: Leon County Domestic Partnership ordinances (.3); Receipt and review of caselaw re: public record act, student records, FERPA (.3); Review status of pending legislation - domestic partners (.3); Telephone conference with R. Tolson re: senior management - sick leave (.1); Telephone conferences (3) with R. Tolson re: sick leave hours (.4);

04/05/2013	WRM	Review Leon County Domestic Partnership ordinance analysis (.2); Receipt and review of e-mails (2) from T. Smith re: Leon County Domestic Partnership ordinance (.2); E-mail to T. Smith re: Leon County Domestic Partnership ordinance (.1); Receipt and review of e-mail from J. Murdaugh re: Leon County Domestic Partnership ordinance (.1); Telephone conference with R. Tolson re: Leon County ordinance (.1); E-mail to T. Smith re: Leon County ordinance (.1); Receipt and review of e-mails (2) from G. Wells re: Domestic Partnership meeting (.2); E-mail to	5.30 hrs.
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G. Wells re: Domestic Partnership meeting (.1); Analysis: TCC sick leave credit policy, related statutes and rules and history (2.6); E-mails (2) to R. Tolson re: TCC sick leave policy (.2); E-mails (2) to B. Ingerman re: DOE OCR complaint (.4); Telephone conferences (2) with B. Ingerman re: DOE OCR complaint (.3); Receipt and review of e-mails (2) from J. Murdaugh re: DOE OCR complaint (.2); E-mails to V. Jones re: DOE OCR complaint meeting (.1); Receipt and review of e-mails (2) from B. Ingerman re: DOE OCR complaint (.2); Telephone conference with J. Murdaugh re: Brogan, employee and student matters (.2);

04/08/2013	WRM	Receipt and review of e-mails (2) from B. Ingerman re DOE OCR complaint (.2); Receipt and review of e-mail from B. McNais re: VAWA, Clery, SAVE (.1); E-mail to D. Hendry re VAWA, Clery, SAVE (.1); Receipt and review of e-mail from S. Search re: DOE OCR complaint (.1); Receipt and review of e-mail from S. Miller re: Fidelity agreement (.1); Receipt and review of e-mail from B. Ingerman re: transfer of paper to digital (.1); Receipt and review of e-mail from B. Leinback re: Fidelity agreement (.1); Receipt and review of e-mail from B. Sloan re: PERT and dual entitlement (.1); Receipt and review of e-mail from C. Stranger re: PERT and dual enrollment (.1); Receipt and review of e-mail from D. Hendry re: VAWA, Clery, SAVE (.1); Review and analysis of caselaw re: Fidelity agreement indemnity (.2); Telephone conference with J. Wahlen re: Brogan (.2); Telephone conferences (2) with T. Smith re: facilities use (.2); Receipt and review of e-mail from S. Search re: employee inquiry (.1); Receipt and review of e-mail from V. Katsafanas re: Fidelity indemnity (.1); Receipt and review of e-mail from D. Hendry re: employee inquiry (.1); E-mail to B. Sloan re:	6.10 hrs.
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PERT and dual enrollment (.1); Analysis: PERT and home school/private school students (2.6); Telephone conference with R. Tolson re: employee sick leave credits (.2); Telephone conference with B. Lesko re: PERT/dual enrollment (.1); Receipt and review of e-mail from T. Smith re: VetSuccess MOU (.1); Receipt and review of e-mail from B. Ingerman re: self-sustaining architecture (.1); Receipt and review of e-mail from B. Spiers re: VetSuccess MOU (.1); Telephone conference with T. Smith re: Brogan, non-student activity (.4); Review and analysis of revised VetSuccess MOU (.3); E-mail to T. Smith re: VetSuccess MOU (.1);

04/09/2013	WT	Travel to FSU Office General Counsel to pick up records on former employee, return travel to office (.8); Review file material produced by FSU on former employee (215 pages) (.6);	1.40 hrs.
04/09/2013	WRM	Receipt and review of e-mail from M. Healy re: campus threat assessment (.1); E-mail to D. Hendry re: campus threat assessment (.1); Telephone conferences (3) from R. Tolson re: sick leave accrual (.3); Receipt and review of Brogan documents, preparation for meeting with LCSB attorney (1.1); Receipt and review of e-mail from R. Tolson re: sick leave accrual (.1); Conference with J. Wahlen, others re: Brogan, including travel to Ausley firm (1.2); Receipt and review of e-mail from D. Hendry re: data breach information (.2); E-mail to D. Hendry re: data breach information (.1); E-mail to J. Murdaugh, T. Smith re: Brogan (.2); E-mail to D. Hendry, T. Smith re: Texas Community College (.1); Receipt and review of e-mail from J. Murdaugh re: Brogan (.1); Receipt and review of e-mail from D. Hendry re: Texas Community College (.1); Review and analysis of authorities, statutes, rules, policies re: accrual of sick leave (2.2); E-mail to T. Smith, S. Search, D. Hendry re: former employee's FSU HR file document (.1);	8.50 hrs.

Receipt and review of e-mail from J. Byrnes re: campus threat assessment (.1); E-mail to D. Hendry re: campus threat assessment (.1); Telephone conference with R. Tolson re: public record request/sick leave accrual (.2); Receipt and review of e-mail from S. Search re: former employee's FSU HR file document (.1); Review and analysis of former employee's FSU HR file (1.5); Receipt and review of e-mail from R. Tolson re: employee retirement and e-mail access (.1); E-mail to R. Tolson re: employee retirement and e-mail access (.1); Review and analysis of Florida Supreme Court case re: sovereign immunity and contractual indemnity (.3);

04/10/2013	WRM	<p>Final review PERT/dual enrolled students (.3); Analysis re: information retention/questions (1.2); E-mail to B. Ingerman re: information retention questions (.1); Review Board Agenda for April 15 meeting (.7); Receipt and review of e-mail from T. Smith re: record retention (.1); Receipt and review of e-mail from B. Ingerman re: information retention questions (.1); E-mail to S. Search re: new student complaint policy (.1); Receipt and review of e-mail from S. Search re: new student complaint policy (.1); Review former employee HR file to respond to public records request (.5); Conference with R. Tolson re: several HR/employee issues (.5); Conference with B. Sloan, S. Search, C. Stringer re: PERT and dual enrollment (.6); Receipt and review of e-mail from T. Smith re: College Risk Management Consortium (.1); Receipt and review of e-mail from E. Sheeks re: request for student records (.1); E-mails (2) to S. Search re: student records (.2); Receipt and review of e-mail from S. Search re: student record request (.1); Receipt and review of e-mail from R. Green re: student record request (.1); E-mail to E. Sheeks re: request for student records (.1); Analysis - Dual enrollment, age</p>	7.60 hrs.
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requirements, continuation, examinations (2.4); Telephone conference with D. Wildes re: WEI architect selection (.2);

04/11/2013	WRM	<p>Receipt and review of e-mail from D. Hendry re: suspension letter (.2); Receipt and review of e-mail from A. Nied re: suspension letter (.1); Receipt and review of e-mail from B. Ingerman re: security breach information (.1); Receipt and review of e-mails (5) from S. Search re: suspension letter (.5); Receipt and review of e-mail from B. Ingerman re: technology equipment (.1); Receipt and review of e-mails (3) from G. Wells re: WEI architect selection (.3); E-mails (2) to G. Wells re: WEI architect selection (.2); E-mail to S. Search, D. Hendry, others re: suspension letter (.2); E-mail to T. Smith re: technology equipment (.1); Receipt and review of e-mail from T. Smith re: technology equipment (.1); Receipt and review of e-mails (2) from D. Wildes re: WEI architect selection (.1); E-mails (4) to S. Search re: suspension letter (.4); Receipt and review of WEI architect RFQ proposers answers and questions (.2); Receipt and review of minutes of the March 27 WEI architect proposer conference (.1); Receipt and review of e-mail from E. Sheeks re: student record request (.1); E-mails (2) to S. Search re: student record request (.2); Telephone conference with D. Wildes re: WEI architect selection (.1); Receipt and review of e-mail from T. Smith re: WEI architect selection (.1); Receipt and review of e-mails (2) from S. Search re: student record request (.2); Receipt and review of e-mail from R. Green re: student record request (.1); E-mail to R. Green re: student record request (.1); E-mail to E. Sheeks re: student record request (.1); Continued analysis - sick leave accrual, statutes, rules policy (1.3); Dictation and preparation of correspondence to R. Tolson re: sick leave accrual (.4); Receipt and review of</p>	9.10 hrs.
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e-mail from A. Maxwell re: CBRE public record request (.1); Review and analysis of CBRE public record request (.1); Computer research - CBRE (.1); Review WEI related documents, prepare for WEI architect selection meeting (.7); Analysis: age limitation, dual-enrollment students (.4); E-mail to B. Sloan, S. Search, C. Stringer re: age limitation on dual-enrollment (.2); Receipt and review of e-mail from A. Maxwell re: TCC e-mails (.1); Branch review - public record law (.2); E-mail to A. Maxwell re: TCC e-mail disclaimer language (.1); Conference with T. Smith/R. Tolson re: Leon County Domestic Partners Ordinance, other matters (1.0); Conference with T. Smith, B. Ballard, others re: WEI architect selection (.7);

04/12/2013	WRM	<p>Telephone conference with T. Smith re: CBRE public record request (.1); Receipt and review of e-mails (2) from V. Jones re: technology meeting (.2); E-mail to V. Jones re: technology meeting (.1); Receipt and review of e-mails (2) from T. Smith re: CBRE public record request (.3); Review CBRE documents (.1); E-mail to A. Maxwell re: response to CBRE public record request (.1); Receipt and review of e-mail from R. Tolson re: public record request for employee records (.1); Receipt and review of e-mail from A. Maxwell re: CBRE public record request (.1); Receipt and review of e-mail from Ki. Moore re: VetPower articulation (.1); Receipt and review of e-mail from E. Sheeks re: student records request (.1); E-mail to S. Search re: student records request (.1); E-mails (3) to C. Stringer re: PERT exam (.3); Receipt and review of e-mails (2) from C. Stringer re: PERT (.2); Analysis: bring your own device (.9); Receipt and review of e-mail from S. Search re: student records request (.1); Receipt and review of e-mails (3) from A. Maxwell re: student records request (.3); E-mails (2) to L. Maxwell re: student records</p>	3.50 hrs.
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request (.2); Telephone conference with T. Smith re: several administrative questions (.2);

04/15/2013	WRM	<p>Receipt and review of e-mails (2) from B. Hinson re: addendum to WEI architect RFQ (.2); Receipt and review of e-mail from T. Smith re: addendum to WEI architect RFQ (.1); Receipt and review of e-mail from L. Maxwell re: student record request (.1); Receipt and review of e-mail from S. Search re: student record request (.1); Receipt and review of e-mail from R. Tolson re: former employee contact (.1); Receipt and review of e-mail from A. Nied re: student suspension (.1); Receipt and review of e-mail from S. Search re: student suspension (.1); Receipt and review of e-mail from S. Search re: employee decision (.1); E-mail to CCLA re: employee use of personal technology device at work (.1); E-mail to R. Tolson re: former employee content (.1); Telephone conference with T. Smith re: first Wakulla lease (.2); Receipt and review of e-mail from G. Wells re: FDOT/West agreement (.1); Receipt and review of e-mail from S. Singer re: delinquent accounts (.1); Receipt and review of e-mail from P. Locascio re: development accounts (.1); Receipt and review of e-mail from T. Smith re: lease buyout (.1); Review and analysis of FDOT/West Agreement (.2); E-mail to G. Wells re: FDOT/West Agreement (.1); Review first Wakulla lease buyout proposal (draft) (.1); Revise Wakulla lease buyout proposal (.3); Attend Board business meeting, workshop and WEI groundbreaking (4.0);</p>	6.40 hrs.
04/16/2013	WRM	<p>Receipt and review of e-mail from S. Miller re: request for information (.1); Review and revise draft lease buyout proposal (.1); E-mails (2) to T. Smith re: draft lease budget proposal (.2); Telephone conference with R. Tolson re: public record request for HR file (.1); Analysis - degree in memoriam (.9); E-mail to J.</p>	2.90 hrs.

Murdaugh/D. Callen re: degree in memoriam (.1); Receipt and review of e-mail from R. Tolson re: former employee contact (.1); Receipt and review of e-mail from D. Callen re: degree in memoriam (.1); Receipt and review of Robert's Rules of Order re: successor Board Chair-Elect (.7); E-mail to D. Callen/J. Murdaugh re: successor Board Chair-Elect (.1); Receipt and review of e-mail from B. Sloan re: administration of PERT to private and home school students (.2); Receipt and review of e-mails (2) from T. Smith re: lease buyout proposal (.2);

04/17/2013	WRM	Receipt and review of e-mail from G. Wells re: PRG agreement (.1); Receipt and review of e-mail from D. Wildes re: addendum to WEI architect RFQ (.1); Receipt and review of e-mails (2) from B. Sloan re: policies revisions (.2); Receipt and review of e-mails (2) from Ki. Moore re: teaming and articulation agreements (.2); Receipt and review of e-mail from R. Johnston re: graduate studies, use and application (.1); Review and analysis of PRG agreement (.2); E-mail to G. Wells re: PRG agreement (.1); Receipt and review of e-mail from J. Murdaugh re: WEI architect selection (.1); Review WEI architect RFQ addendum (.1); E-mails (2) to B. Sloan re: policies revisions (.2); Receipt and review of e-mail from A. DeFoor re: WEI architect selection (.1); Receipt and review of e-mail from ACEDS re: BYOD (.1); E-mail to B. Ingerman re: BYOD training (.1); Receipt and review of e-mail from R. Tolson re: sick leave accrual (.1); Receipt and review of e-mail from L. Kling re: in memorian degree (.1); Receipt and review of e-mail from B. Sloan re: adjunct instructors (.1); E-mails (2) to L. Kling re: in memorian and honorary degrees (.2); E-mail to B. Sloan re: adjunct instructors (.1); Receipt and review of e-mail from E. Wright re: FERPA information (.1); E-mails (2) to Ki.	10.90 hrs.
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Moore re: training and articulation agreements (.2); Receipt and review of e-mail from R. Tolson re: Disney Institute Agreement (.1); Receipt and review of e-mails (2) from C. Dominguez re: FAC rule - continuing contracts (.2); Review and analysis of Disney Institute Agreement (1.1); E-mail to R. Tolson re: Disney Institute Agreement (.1); Receipt and review of e-mail from S. Gardner re: FAC rule - continuing contracts (.1); E-mail to B. Sloan re: draft policy 05-02 (.1); Receipt and review of e-mail from S. Schroeder re: FAC rule and continuing contracts (.1); Receipt and review of e-mails (2) from B. Sloan re: draft policy 05-02 (.2); Telephone conferences (2) with R. Tolson re: audit request - salary (.2); Review 1012.855, Florida Statutes - salary limit (.1); Review and analysis of draft policies 05-02, 05-03, 05-07 and 05-16, research statutes and rules (3.8); Begin review of VetPower MOU, teaming agreement, and articulation agreement (2.2);

04/18/2013	WRM	<p>E-mail to B. Sloan re: revised proposed policy 05-02 (.1); Review Inspector General's report of Florida State College Presidents' Compensation (.7); Telephone conference (4) with R. Tolson re: Inspector General's Report (.7); Receipt and review of e-mail from B. Sloan re: revised proposed policy 05-02 (.1); Receipt and review of e-mail from T. Smith re: FCSRMC Property and Casualty assignments (.1); Receipt and review of e-mail from R. Tolson re: President contract (.1); Analysis: Inspector General's report and response (1.3); E-mail to R. Tolson re: response to Inspector General's report (.2); E-mail to B. Sloan re: proposed intellectual property policy (.1); Initial review proposed intellectual property policy (.1); E-mail to T. Smith re: consultant (.1); Review revised policies 05-03 and 05-07 (.5); E-mail to B. Sloan re: revised policies 05-03 and 05-07 (.1); Receipt and review of</p>	12.10 hrs.
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e-mail from B. Sloan re: revised policies 05-03 and 05-07 (.1); Receipt, review and analysis of correspondence from T.D. re: student suspension with attachments (.2); E-mail to S. Search re: student suspension (.1); Receipt and review of e-mail from T. Smith re: consultant (.1); E-mail to T. Smith re: consultant (.1); E-mail to B. Hollimon re: intellectual property policy (.1); Receipt and review of e-mails (2) from R. Tolson re: response to IG report (.2); Receipt and review of e-mail from B. Sloan re: policies revisions (.1); Receipt and review of e-mail from P. Locascio re: prepayment for services (.1); Receipt and review of e-mail from B. Sloan re: intellectual property policy (.1); Receipt and review of e-mail from R. Tolson re: E-Verify MOU (.1); Receipt and review of e-mails (2) from R. Tolson re: student complaint policy (.2); E-mails (3) to R. Tolson re: student complaint policy (.3); Receipt and review of e-mail from R. Tolson re: former employee contract (.1); Brief review student complaint policy (.1); Receipt and review of e-mail from B. Sloan re: draft policy 05-16 (.1); Telephone conference with R. Tolson re: student complaint, annual leave question, new policy (.5); Receipt and review of e-mails (4) from T. Smith re: E-Verify MOU (.4); Analysis: senior management recommendation (1.0); E-mail to R. Tolson re: senior management recommendation (.2); Receipt and review of e-mail from R. Tolson re: senior management recommendation (.1); Receipt and review of e-mail from R. Tolson re: E-Verify MOU (.1); Review and analysis of E-Verify MOU (.6); E-mail to R. Tolson re: E-Verify MOU (.1); Complete review of Vet Power proposed MOU, Team Agreement and Articulation Agreement (1.0); E-mail to Ki. Moore re: Vet Power documents (.1); E-mail to P. Manning re: E-Verify MOU (.1); Receipt and review of e-mails (3) from P. Manning re: E-Verify MOU (.3); Review and analysis of

revised proposed policy 05-02 (.3); Analysis: proposed revised rule 05-16 hearing rights and "for cause" definition (1.1);

04/19/2013	WRM	Telephone conferences (2) with S. Search re: student issue (.3); Receipt and review of e-mails (2) from Ki. Moore re: VetPower (.2); E-mail to Ki. Moore re: VetPower (.1); Receipt and review of e-mails (2) from S. Search (with attached records) re: student suspension (.3); Review student code of conduct re: student suspension (.3); Receipt and review of e-mails (2) from B. Hollimon re: intellectual property policy (.2); E-mails (2) to T. Smith re: intellectual property policy (.2); Telephone conference with R. Tolson re: response to IG report (.2); Receipt and review of e-mails (4) from R. Tolson re: response to IG report (.4); Review final report in response to IG report (.1); E-mail to R. Tolson re: response to IG report (.1); Receipt and review e-mails (4) from S. Search re: student suspension records (.4); Receipt and review of e-mail from T. Smith re: intellectual property policy (.1); Receipt and review of e-mail from T. Smith re: intellectual property policy (.1); E-mails (2) to B. Hollimon re: intellectual property policy (.2); Receipt and review of e-mail from B. Mallowney re: faculty Cuba trip (.1); Receipt and review of e-mail from C. Dominguez re: faculty Cuba trip (.1); Receipt and review of e-mail from L. Powell re: response to IG report (.1); E-mail to B. Sloan re: intellectual property policy (.2); Receipt and review of e-mail from G. Euridge re: intellectual property policy with Valencia College policy and TCC current policy (.2); Telephone conference with D. Hendry re: student suspensions (.2); Receipt and review of e-mail from D. Hendry re: student suspension this week (.1); E-mails (4) to S. Search re: student suspension records (.4); Receipt and review of e-mail from P. Locascio re: faculty	10.90 hrs.
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Cuba trip (.1); E-mail to R. Johnston re: graduate work, application to TCC (.1); Telephone conference with Ki. Moore re: VetPower documents (.1); E-mail to J. Wahlen re: Brogan (.1); Analysis - proposed policy 05-16, hearing rights, cause (2.1); E-mail to B. Sloan re: proposed policy 05-16 (.2); E-mail to B. Sloan re: "just cause" for employee action (.2); Telephone conference with R. Tolson re: Chancellor's office contact - IG Report (.1); Receipt and review of e-mails (5) from R. Tolson re: Chancellor's office contact - IG report (.5); Receipt and review of e-mails (2) from S. Kittel re: response to IG report (.2); E-mails (2) to S. Kittel re: response to IG report (.2); Review of certain provision to IG report, preparation for meeting with Chancellor's representative (.4); Receipt and review of e-mail from D. Maxfield re: LEL/DOT agreements (.1); E-mails (2) to G. Wells re: LEL/DOT agreements (.2); Telephone conference with S. Kittel re: IG report - President contract (.1); Receipt and review of e-mail from J. Chaires-Lacey re: IG report - conference with Chancellor's office (.1); Receipt and review of e-mail from J. Mooshie re: First Wakulla lease buyout (.1); E-mail to J. Murdaugh/R. Tolson re: discussion with IG report with Chancellor's office (.1); Receipt and review of e-mails (2) from G. Wells re: LEL/DOT agreements (.2); E-mail to D. Maxfield re: LEL/DOT agreements (.1); Review and analysis of documents re: student interim suspension (.7); Dictation and preparation of correspondence to T.D. re: student interim suspension (.3);

04/22/2013	WRM	Receipt and review of e-mails (3) from B. Ingerman re: BYOD (.3); E-mail to ACEDS re: BYOD (.1); Receipt and review of e-mail from R. Johnston re: intellectual property policy (.1); Receipt and review of e-mail from T. Smith re: LLE/DOT agreements (.1);	6.00 hrs.
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Receipt and review of e-mail from T. Smith re: FCSRMC Plan Document (.1); Brief review of FCSRMC Plan Document (.2); Receipt and review of e-mails (2) from T. Smith re: public record request for Thomson Brock Luger audit records (.2); E-mail to T. Smith/E. Eunice re: public record request (.1); Receipt and review of e-mail from J. Whalen re: Brogan documents (.1); E-mail to J. Murdaugh re: Brogan (.1); Receipt and review of e-mail from T. Smith re: First Wakulla lease buyout (.1); E-mail to T. Smith re: First Wakulla lease buyout (.1); Receipt and review of e-mails (2) from B. Sloan re: revised policy 05-16 (.2); E-mails (2) to B. Sloan re: revised policy 05-16 (.2); Review and analysis of initial phases of OCR case processing (.5); Receipt and review of e-mail from ACEDS re: BYOD webinar (.1); E-mail to B. Ingerman re: BYOD webinar (.1); E-mail to B. Ingerman re: BYOD - Florida law (.1); Receipt and review of e-mails (2) from T. Smith re: WEI architect selection (.2); E-mail to T. Smith re: WEI architect selection (.1); E-mail to R. Tolson re: former employees (.1); Receipt and review of e-mail from J. Murdaugh re: Brogan documents (.1); Receipt and review of e-mail from R. Tolson re: former employees (.1); Receipt and review of e-mail from G. Wells re: meeting, public record request (.1); E-mail to G. Wells re: meeting, public record request (.1); Analysis - BYOD - public expenditures (2.4);

04/23/2013	WT	Telephone conference with Florida State Library re: technical section contact information (.2); Preparation of correspondence to B. Ingerman re; contact information (.1);	0.30 hrs.
04/23/2013	WRM	Receipt and review of e-mail from T. Smith re: public record request (.1); Receipt and review of e-mail from T.D. re: student suspension (.1); E-mail to S. Search, others re: student	5.50 hrs.

suspension (.1); Telephone conference with R. Tolson re: IG report, contact with DOE (.1); Receipt and review of e-mails (2) from S. Search re: student suspension (.2); Preparation for conference with B. Ingerman re: BYOD (.4); Conference with B. Ingerman re: recordkeeping, BYOD (1.3); Receipt and review of e-mail from G. Wells re: Vision Fillers contract (.1); Telephone conference with S. Search re: student suspension (.1); Review and analysis of Vision Fillers contract (.2); E-mail to G. Wells re: Vision Fillers contract (.1); Receipt and review of e-mail from B. Ingerman re: digital recordkeeping (.1); E-mail to R. Tolson re: cell phone stipend (.1); Review and analysis of statutes, rules, policies re: authority for compensation including stipends (2.5);

04/24/2013	WRM	<p>Receipt and review of e-mail from R. Tolson re: employee stipends (.1); Receipt and review of e-mail from B. Sloan re: policy 05/16 (.1); E-mail to B. Sloan re: policy 05-16 (.1); E-mail to B. Ingerman re: BYOD (.1); Analysis: Chapter 120 provisions and policy 05/16 (.6); Receipt and review of e-mails (2) from B. Babb r: Board policies and procedure (.2); Receipt and review of e-mails (2) from S. Schroeder re: Board policies and procedures (.2); Review Chapter 119 exemptions, prepare for meeting re: public record request (.4); Conference with T. Smith/E. Eunice re: public record request (.5); Receipt and review of e-mail from B. Mallowney re: Board policies and procedures (.1); Receipt and review of e-mail from T. Smith re: public records request (.1); Review documents being produced in response to public record request (.2);</p>	2.70 hrs.
04/25/2013	WRM	<p>Receipt and review of e-mail from G. Wells re: PRG agreement - survey (.1); Review and analysis of PRG agreement - survey (.2); E-mail to G. Wells re: PRG agreement (.1); Receipt and review of e-mail from T. Smith re:</p>	4.50 hrs.

first Wakulla lease buyout (.1); Receipt and review of e-mail from G. Haile re: policy for retention of outside counsel (.1); Receipt and review of e-mail from B. Sloan re: policy 05-16 (.1); Review TCC policy 5-17 and possible application to policy 5-16 appeals (.2); Analysis - policies 05-16 and 05-17, procedures for contract termination (1.8); E-mails (2) to B. Sloan re: procedures for contract termination (.2); Receipt and review of e-mail from T. Smith re: revised SMS proposal (.1); E-mail to B. Hollimon re: intellectual property policy (.1); Review and analysis of SMS proposal (.6); E-mail to T. Smith re: SMS proposal (.1); Receipt and review of e-mail from B. Hollimon re: intellectual property policy (.1); Receipt and review of e-mail from O. McKinney-Williams re: Brogan (.1); E-mail to J. Murdaugh re: Brogan (.1); Receipt and review of e-mail from B. Ingerman re: SMS proposal (.1); Receipt and review of e-mail from R. Tolson re: Experience works agreement (.1); Telephone conference with R. Tolson re: Experience works agreement (.1); Receipt and review of e-mail from J. Murdaugh re; Brogan (.1);

04/26/2013	WRM	<p>Receipt and review of e-mail from R. Tolson re: Experience Works agreement (.1); Receipt and review of e-mails (2) from J. Murdaugh re: IG report (.2); Receipt and review of e-mails (3) from R. Tolson re: IG report (.3); Receipt and review of e-mails (2) from B. Sloan re: policy 05/16 (.2); Receipt and review of e-mails (2) from T. Smith re: T. Smith re: IG report (.2); Review revised IG report (.5); E-mail to J. Murdaugh, others re: review IG report (.1); Review and analysis of Experience Works agreement (.8); E-mail to R. Tolson re: Experience Works agreement (.1); Telephone conference with J. Wahlen re: Brogan (.2); E-mail to J. Murdaugh re: Brogan (.1); Receipt and review of e-mail from J. Murdaugh re:</p>	4.80 hrs.
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Brogan (.1); Receipt and review of e-mail from T.D. re: student suspension (.1); E-mail to S. Search re: student suspension (.1); Analysis: hearing options - faculty issues (1.7);

04/29/2013	WRM	Receipt and review of e-mails (4) from S. Search re: student suspension (.4); Receipt and review of e-mails (4) from R. Tolson re: IG report response (.4); Receipt and review of e-mails (2) from S. Search re: student withdrawal (.3); Receipt and review of e-mails (2) from S. Search re: potential DOE OCR claim (.2); Receipt and review of e-mail from G. Haile re: employee event attendance (.1); Receipt and review of e-mail from B. Babb re: policy and procedure (.1); Review internal communications re: student suspension (.1); E-mails (3) to S. Search re: student suspension (.3); E-mail to S. Search re: potential DOE OCR claim (.1); E-mail to T.D. re: student suspension (.1); Analysis: student withdrawal process application (.2); E-mail to S. Search re: student withdrawal process (.1); Receipt and review of e-mails (2) from T.D. re: student suspension (.2); Receipt and review of e-mail from T. Smith re: first Wakulla lease (.1); E-mail to T. Smith re: first Wakulla lease (.1); Receipt and review of e-mail from C. Dominguez re: Campus Violence Elimination Act (.1); Review and analysis of draft correspondence/response to IG report (.7); E-mails (2) to R. Tolson re: draft response to IG report (.2); Receipt and review of e-mail from R. Tolson re: supplemental faculty policy (.1); Telephone conference with R. Tolson re: supplemental faculty policy (.1); Telephone conferences (2) with R. Tolson re: draft response to IG report (.2); E-mail to B. Hinson re: WEI architect RFQ (.1); Receipt and review of e-mail from B. Hinson re: WEI architect RFQ (.1);	4.40 hrs.
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Teresa Smith

Invoice# 11374 Page 24

April Flat Fees for this matter \$13,333.33

DISBURSEMENTS

04/02/2013	Outside copies of public records request from FSU	73.95
04/02/2013	Out-of-Town Travel to Crawfordville and WEI site 3/27 - WEI architect contract proposer's conference/site - Office of TCC Wakulla 3/28 - TCCF Board meeting (2 round trips) - WRM - March 27 and 28, 2013 - 124 miles at .565 per mile = 70.06	70.06
04/12/2013	Out-of-Town Travel to Crawfordville for WEI meeting, Wakulla property closing, meeting with J. Mooshie - WRM - 4/1/13 - 62 miles at .565 per mile	35.03

Disbursements for this matter \$179.04

BILLING SUMMARY

Mabile, William R	Attorney	158.00 hrs
Taylor, Winifred	Paralegal	2.00 hrs

Fees 160.00 hrs \$13,333.33

Disbursements \$179.04

TOTAL CHARGES FOR THIS BILL \$13,512.37

ANDREWS, CRABTREE, KNOX & ANDREWS

A LIMITED LIABILITY PARTNERSHIP
ATTORNEYS AT LAW

JEANNETTE M. ANDREWS
ROBERT C. CRABTREE
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MEMBER OF CLM
(CLAIMS & LITIGATION MANAGEMENT ALLIANCE)

April 02, 2013

April 2, 2013

Re: public records request invoice

Received outside copies of public records from FSU, pursuant to request of March 25, 2013. Records reviewed and redacted by FSU at the rate of \$14.00 per hour for 3 hours and copies sent to us at .15 per page. Total charge for special handling and copies charged was \$73.95.



William R. Mabile
For the Firm