



June 16, 2014

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President *JRS*
SUBJECT: Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP. May 27, 2014

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 four (4) of the contract at the September 16, 2013 Board meeting, which shall be effective until October 2014. The Board shall be billed on an annual flat fee of \$175,000 for services of the firm as approved by the Board at the October 21, 2013 board meeting.

Funding/Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$14,583.33

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

May 27, 2014

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

Invoice# 12205 WRM
Our file# T00007 02276
Billing through 05/27/2014

Tallahassee Community College (General)

P.O. Number: 2011 00001580

FOR PROFESSIONAL SERVICES RENDERED

04/29/2014	WRM	Receipt and review of email from T. Smith re TCC logo renewal (.1); email to B. Hollimon re TCC logo renewal (.1); Receipt and review of email from S. Mathew re employee evaluation (.1); Receipt and review of email from D. Wildes re COT development agreement (.1); Receipt and review of email from B. Ingerman re Instructure Canvas agreement (.1); Receipt and review of email from R. Frazier re former student contact (.1); email to R. Frazier re former student contact (.1); Receipt and review of email from B. Hollimon re TCC logo renewal (.1); Analysis: presentation of employee information to Board (.6); email to B. Sloan re employee information to Board (.1); Receipt and review of email from B. Sloan re employee information to Board (.1); Telephone conference with B. Sloan re employee action/lab fee (.2); Review policy re employee action (.4); Receipt and review of email from C. Summers re guns on campus (.1); Receipt and review of email from R. Tolson re grievance to Board (.1); Receipt and review of FDLE Release of Information Request (.1);	3.40 hrs.
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Receipt and review of email from S. Conner re FDLE Release of Information Request (.1); Receipt and review of emails (2) from B. Sloan re dual-enrollment practice (.2); Receipt and review of email from R. Tolson re FDLE Release of Information (.1); email to B. Sloan/S. Search re dual-enrollment practice (.1); Receipt and review of email from A. Maxwell re J.S. public record request (.1); Review, revise vendor contract (.3);

04/30/2014	WT	Preparation of correspondence to C. Stringer re contract for services with Tianhai Xie (.1); Preparation of correspondence to R. Tolson re proposed letter to J.S. re grievance (.1); Receipt, review and analysis of correspondence from C. Stringer re contract for services (.1);	0.30 hrs.
04/30/2014	WRM	Email to D. Wildes re 202 Kent Street, Quincy (.1); Review model letter re J.S. grievance (.1); email to R. Tolson re J.S. grievance (.1); Revise vendor contract (.4); emails (2) to C. Stringer re vendor contract (.2); Dictation and preparation of correspondence to J.S. re grievance hearing (.4); Review and analysis of Instructure Canvas Contract (.5); email to B. Ingerman re Instructure Canvas Contract (.1); Receipt and review of email from A. Maxwell re public record response costs (.1); email to A. Maxwell re public record response costs (.1); email to B. Ingerman re Sirius contract language change (.1); Email to B. Ingerman re Sirius contract access to protected information (.1); Review and analysis of provisions in Sirius contract (.5); Receipt and review of emails (3) from R. Tolson re grievance letter (.3); email to R. Tolson re grievance letter (.1); Telephone conference with R. Tolson re adjunct load calculation (.1); Receipt and review of email from B. Ingerman re Instructure Canvas Contract (.1); Review, revise camp waiver and medical forms (.7); Emails (2) to R. Chaney re camp waiver and	9.10 hrs.

medical forms (.2); Prepare for B.L. DOE/OCR mediation (.8); Telephone conference with L. Helfand re student classes (.1); Telephone conference with R. Tolson re J.S. grievance (.1); Telephone conference with B. Ingerman re Sirius contract (.1); Receipt and review of emails (2) from B. Sloan re lab fee (.2); email to B. Sloan re lab fee (.1); Receipt and review of emails (2) from A. Maxwell re FDLE record request (.2); Email to A. Maxwell re FDLE record request (.1); Receipt and review of email from L. Helfand re student classes (.1); email to S. Search re student classes (.1); Receipt and review of emails (3) from S. Search re dual enrollment extension (.3); Receipt and review of emails (3) from H. Wright re J.S. public record request (.4); Receipt and review of emails (2) from A. Maxwell re J.S. public record request (.2); Receipt and review of emails (2) from B. Sloan re dual enrollment extension (.2); email to H. Wright re J.S. public record request (.1); Receipt and review of email from C. Summers re J.S. public record request (.1); email to S. Search re dual enrollment procedure (.1); Receipt and review of emails (2) from R. Frazier re Internet usage agreement (.2); Receipt and review of emails (3) from R. Tolson re J.S. grievance (.3); Receipt and review of emails (3) from B. Ingerman re Sirius agreement (.3); Receipt and review of emails (2) from C. Stringer re vendor contract (.2); Review TCC/GRC internet use agreement (.2); email to R. Frazier re TCC/GRC internet use agreement (.1); Receipt and review of emails (2) from D. Wildes re 202 Kent Street, Quincy (.2);

05/01/2014

WRM

Receipt and review of email from R. Chaney re waiver/medical forms (.1); Receipt and review of emails (2) from A. Maxwell re S.J. public record request (.2); Receipt and review of email from B. Ingerman re Sirius SOW (.1);

6.90 hrs.

Receipt and review of emails (7) from B. Ingerman re Instructure/Canvas agreement (.7); Telephone conference (2) with B. Spiers re B.L. OCR/DOE mediation (.2); Receipt and review of email from R. Tolson re discrimination complaint (.1); Telephone conference with G. Wells re B.L. OCR/DOE mediation (.1); emails (2) to A. Maxwell re S.J. public record request (.2); emails (3) to B. Ingerman re Instructure/Canvas agreement (.3); Telephone conference with T. Smith re B.L. OCR/DOE mediation (.1); Conference with R. Tolson re adjunct hours calculation (.5); Attend B.L. DOE/OCR mediation with S. Search, R. Tolson (2.0); Conference with R. Tolson re employee issues (.6); Receipt and review of email from T. Smith re Gadsden bid proposal draft (.1); Receipt and review of emails (2) from H. Wright re J.S. public record request (.2); Receipt and review of email from R. Green re in-state resident tuition (.1); Initial review in-state residency tuition issues (.3); email to B. Ingerman re Sirius SOW (.1); email to H. Wright, others re response to J.S. record request (.1); Receipt and review of RFP 2014-09 (.5); Receipt and review of email from G. Wells re RFP 2014-09 (.1); Receipt and review of emails (2) from R. Frazier re J. Young (.2);

05/02/2014	WRM	<p>Telephone conference with B. Ingerman re Sirius, Instructure, Workday agreements (.6); Telephone conference with G. Wells re RFP 2014-09 (.1); Receipt and review of email from R. Tolson re domestic violence policy (.1); Receipt and review of email from A. Maxwell re J.S. public record request (.1); Receipt and review of email from T. Smith re Gadsden Financing RFP (.1); Telephone conference with B. Sloan re former student contact (.1); Review public record statute Chapter 119 - statement to requester (.3); Telephone conference with L. Helfand re</p>	4.90 hrs.
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student semester withdrawal (.2); email to S. Search re student withdrawal (.1); emails (2) to R. Frazier re former student contact (.2); email to C. Summers re former student contact (.1); email to R. Green re residency for tuition purposes (.1); email to T. Smith re Gadsden Bid Proposal Draft (.3); Receipt and review of email from R. Green re residency for tuition purposes (.1); Receipt and review of emails (2) from C. Summers re threat workshop (.2); email to C. Summers re threat workshop (.1); Receipt and review of email from C. Summers re former student contact (.1); Receipt and review of email re former student contact (.1); Receipt and review of email from T. Smith re Gadsden Bid Proposal Draft (.1); Telephone conference with R. Tolson re new position, domestic violence policy (.2); Review and analysis of Workday Professional Services Agreement (.8); email to B. Ingerman re Workday Professional Services Agreement (.1) Receipt and review of email from S. Search re student withdrawal (.1); Review and analysis of draft Domestic Violence policy (.6);

05/04/2014	WRM	Review and analysis of in-state residency tuition issue (1.6); Receipt and review of email from R. Tolson re position descriptions (.1); Receipt and review of email from B. Ingerman re Sirius SOW (.1); Receipt and review of email from R. Tolson re adjunct hours calculation (.1); email to R. Green re in-state residency tuition issue (.1);	2.00 hrs.
05/05/2014	WRM	Email to R. Tolson re domestic violence policy (.1); Telephone conference with R. Tolson re domestic violence policy (.1); Receipt and review of email from R. Green re in-state tuition issues (.1); emails (2) to R. Green re in-state tuition issues (.2); Receipt and review of email from A. Maxwell re request to review employee files (.1); email to A. Maxwell re request to review employee files (.1); Telephone conference (2) with R. Tolson re	5.10 hrs.

request to review employee files (.2); Receipt and review of email from S. Conner re M.N. EEOC charge (.1); email to S. Conner re M.N. EEOC charge (.1); Review and analysis of in-state tuition issues (2.1); Receipt and review of emails (2) from L. Kling re President's contract meeting (.2); email to L. Kling re President's contract meeting (.1); Analysis - statutory requirements for employment re domestic violence (.9); Receipt and review of email from L. Kling re President's evaluation (.1); Review M.N. EEOC charge/background (.2); Telephone conference with R. Tolson re M.N. EEOC charge (.2); email to R. Tolson re M.N. EEOC charge (.1); Receipt and review of email from R. Tolson re M.N. EEOC charge (.1);

05/06/2014	WRM	<p>Conference with R. Tolson/B. Spiers re student issue (1.3); Telephone conference with R. Tolson re student issue (.1); Attend J.S. unemployment hearing (1.1); Telephone conference with J. Murdaugh re student issue (.1); Telephone conference with E. Lamb re President's contract (.1); Conference with J. Murdaugh re President's contract (.6); Conference with B. Sloan re student issue (.1); Conference with B. Spiers re student issue (.1); Receipt and review of email from Ki. Moore re President's evaluation (.1); Telephone conference with A. Maxwell re public record charge (.1); Receipt and review of email from R. Tolson re J.S. public record request (.1); Receipt and review of email from A. Maxwell re public record charge (.1); Receipt and review of email from D. Callaway re President's contract (.1); Receipt and review of email from R. Green re in-state tuition (.1); Receipt and review of email from Ki. Moore re INIE MOU (.1); Receipt and review of email from B. Sloan re Pearson request (.1); Receipt and review of email from C. Summers re employee lawsuit (.1); Receipt and review of</p>	6.00 hrs.
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email from G. Wells re Rosen agreement (.1);
 Receipt and review of email from B. Babb re
 ERP contracts (.1); Review Pearson request
 (.2); email to B. Sloan re Pearson request (.1);
 Review and analysis of Rosen agreement (.4);
 Review employee lawsuit complaint (.1);
 email to C. Summers re employee lawsuit (.1);
 Review and analysis of INIE MOU (.2); email
 to Ki. Moore re INIE MOU (.1); Receipt and
 review of email from A. Maxwell re J.S.
 public record request (.1); Telephone
 conference with B. Ingerman re
 Workday-Board authorization (.1);

05/07/2014	WRM	<p>Receipt and review of email from R. Tolson re J.S. public record response (.1); Receipt and review of email from C. Dominguez re ERP contracts (.1); Receipt and review of emails (2) from B. Ingerman re Instructure agreement (.2); email to B. Ingerman re Instructure agreement (.1); Telephone conference with D. Wildes re Quincy property gift (.1); Telephone conference with B. Spiers re student issue (.2); Telephone conference with (2) from R. Tolson re student issue (.2); Dictation and preparation of Litigation Report to J. Murdaugh (.2); Review Chapter 509, Florida Statutes re Rosen agreement (.2); email to G. Wells re Rosen agreement (.2); Receipt and review of email from D. Frost re food service contract (.1); Review Title IX provisions (.5); Review and analysis of food service contract (.8); email to D. Frost re food service contract (.1); Receipt and review of emails (3) from R. Green re residency tuition issues (.3); email to R. Green re residency tuition issues (.1); Conference with J. Murdaugh, Board Members, re President's contract (1.0); Conference with R. Tolson re student issue, employee matters (.5); Conference with B. Sloan, C. Stringer re adjunct instructors hours (.8);</p>	5.80 hrs.
05/08/2014	WRM	<p>Receipt and review of email from D. Frost re food service contract (.1); Receipt and review</p>	3.50 hrs.

of emails (2) from J. Murdaugh re President's contract (.2); Receipt and review of email from R. Tolson re J.S. public record response (.1); Receipt and review of emails (2) from A. Maxwell re J.S. public record response (.2); Receipt and review of emails (2) from J. Murdaugh re graduation prayer (.2); emails (2) to J. Murdaugh re graduation prayer (.2); Receipt and review of email from B. Ingerman re Workday (.1); Receipt and review of email from B. Ingerman re Instructure (.1); email to A. Maxwell re J.S. public record response (.1); Receipt and review of email from R. Tolson re domestic violence policy (.1); Telephone conference with R. Tolson re domestic violence policy (.1); Receipt and review of email from T. Smith re Gadsden Center RFP (.1); Review and analysis of Town of Greece v. Galloway re prayer at public meetings (.3); Brief review of revisions to Workday contract (.3); Telephone conference with B. Ingerman re Workday contract (.1); Telephone conference with R. Tolson re J.S. grievance, student issue (.2); Review several provisions in President's draft contract (.5); Receipt and review of email from T. Smith re Lamar sign (.1); email to T. Smith re Lamar sign (.1); Receipt and review of email from D. Wildes re Lamar sign (.1); Receipt and review of email from G. Wells re Lamar sign (.1); email to G. Wells re Lamar sign (.1);

05/09/2014	WRM	Revise provisions in President's draft contract (.2); Review proposed summer camp agreements (.3); Conference with L. Kling re President's draft contract (.2); Conference with R. Tolson re student issue, employee issues (.6); Conference with B. Lesko re summer camp agreements (.2); Telephone conference with R. Tolson re J.S. grievance (.1); Receipt and review of email from L. Kling re Board contact information (.1); Receipt and review of email from P. Locascio re threat assessment	2.60 hrs.
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training (.1); email to C. Summers re threat assessment training (.1); Continue review of case law - prayer at public meetings (.4); email to B. Ingerman re Workday contract (.1); Receipt and review of email from J. Chaires-Lacey re J.S. unemployment claim appeal (.1); Receipt and review of email from C. Summers re threat assessment training (.1);

05/11/2014	WRM	<p>Review background documents re employee issue (.6); Receipt and review of email from R. Tolson re J.S. grievance to Board (.1); Receipt and review of email from B. Ingerman re Workday contract (.1); email to B. Ingerman re Workday contract (.1); Receipt and review of emails (2) from B. Sloan re personnel matter (.2); email to B. Sloan re personnel matter (.1); Receipt and review of emails (2) from R. Chaney re summer camp forms (.2);</p>	1.40 hrs.
05/12/2014	WRM	<p>Telephone conference with B. Sloan re employee matter (.1); Receipt and review of email from B. Sloan re summer camp forms (.1); Receipt and review of emails (2) from B. Ingerman re Workday contract (.2); emails to B. Ingerman re Workday contract (.1); Receipt and review of email from G. Wells re Marriott contract (.1); Receipt and review of email from R. Tolson re employee issue (.1); email to R. Tolson re employee issue (.1); Telephone conference with R. Tolson re J.S. presentation to Board (.1); Review and analysis of information to Board re J.S. presentation (.3); Telephone conference (4) with R. Tolson re employee issue (.4); Receipt and review of email from R. Tolson re employee issue (.1); Conference with R. Tolson re employee issue (.5); Conference with R. Tolson/E.S. re employee issue (.5); Receipt and review of email from B. Ingerman re MedAffinity proposal (.1); Receipt and review of email from S. Search re dual enrollment procedure (.1); Email to R. Chaney re summer camp forms (.1); Review and analysis of</p>	7.00 hrs.

MedAffinity agreement (.6); email to B. Ingerman re MedAffinity agreement (.2); Telephone conference (2) with student R. re employee issue (.3); Record student phone call information (.1); Conference with J. Murdaugh re President's contract and evaluation, student issue (.3); Receipt and review of email from G. Haile re smoking policy (.1); email to R. Green re smoking policy (.1); Conference with R. Tolson re student issue, employee issue (.8); Conference with faculty member 1 re student issue (.4); Conference with faculty member 2 re student issue (.3); Conference with student re issue (.6); Conference with T. Smith re J.S. grievance (.2);

05/12/2014	MK	Researched any additional case law since Town of Greece v Galloway that has come out discussing prayers to open meetings;	0.60 hrs.
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05/13/2014	WRM	Receipt and review of emails (2) from G. Wells re Lamar sign meeting (.2); email to G. Wells re Lamar sign meeting (.1); Receipt and review of emails (10) from B. Ingerman re Workday contract (1.0); Receipt and review of emails (2) from J. Murdaugh re President's contract (.2); Receipt and review of emails (2) from D. Wildes re Ventry lease (.2); emails (2) to D. Wildes re Ventry lease (.2); Receipt and review of email from R. Tolson re J.S. grievance presentation to Board (.1); Review proposed outline of facts leading to J.S. grievance (.1); Receipt and review of email from T. Smith re J.S. grievance presentation (.1); email to R. Tolson/T. Smith re J.S. grievance presentation (.1); emails (6) to B. Ingerman re Workday contract (.6); Receipt and review of email from R. Green re enrollment question (.1); email to R. Green re enrollment question (.1); Review Marriott agreement (.2); email to G. Wells re Marriott agreement (.1); email to R. Tolson re employee FMLA (.1); Telephone conference with R. Tolson re employee contract (.2);	12.20 hrs.
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Review employee provided documents re employee contract (.8); Receipt and review of email from B. Ingerman re Workday meeting (.1); Receipt and review of email from C. Dominguez re enrollment question (.1); Analysis - revisions to Workday contract (.4); Receipt and review of email from G. Wells re Miami Dolphins contract (.1); Review and analysis of Amendment to Miami Dolphins contract (.3); email to G. Wells re Miami Dolphins contract (.1); Telephone conference (2) with B. Ingerman re MedAffinity and Workday contracts (.5); Review and analysis of case law re prayer at graduation (.9); Receipt and review of emails (2) from T. Smith re Workday contract (.2); Receipt and review of emails (2) to T. Smith re RFP 2014-09 (.3); Receipt and review of emails (2) from R. Frazier re TCC/DOC MOU (.2); Receipt and review of email from C. Gardner re Ventry lease (.1); email to T. Smith/D. Wildes re Ventry lease (.1); Analysis - tax exempt status - RFP 2014-09 (.5); email to T. Smith re RFP 2014-09 (.1); Receipt and review of emails (2) from P. Goldman re Workday contract (.2); Review TCC/DOC MOU (.3); email to R. Frazier re TCC/DOC MOU (.1); Receipt and review of email from T. Smith re Ventry lease (.1); email to M. Hansard re construction question (.1); Telephone conference with T. Smith re RFP 2014-09 (.2); Receipt and review of email from A. Maxwell re tax on public records (.2); Review and analysis of authorities re tax on public records (.3); email to A. Maxwell re tax on public records (.1); Telephone conference with L. Smith re construction question (.1); Analysis: student complaint, legal requirement (2.0);

05/14/2014

WRM

Telephone conference with R. Tolson re student issue (.1); Receipt and review of email from M. Hansard re attorney reference (.1); email to M. Hansard re attorney reference (.1);

7.30 hrs.

Receipt and review of email from A. Maxwell re tax on public records (.1); Receipt and review of email from S. Search re Ventry lease (.1); Receipt and review of email from T. Smith re Ventry lease (.1); Receipt and review of email from P. Manning re tax on public records (.1); email to T. Smith/S. Search re Ventry lease (.1); Receipt and review of email from B. Ingerman re Workday contract (.1); Receipt and review of email from K. Green re tax on public records (.1); Receipt and review of email from D. Wildes re Ventry lease (.1); email to D. Wildes re Ventry lease (.1); Conference with R. Tolson, W. Rabon re employee issue (.5); Attend TCC Board orientation (.5); Conference with R. Tolson re employee issue (.3); Telephone conference with T. Smith re TCC Board orientation (.1); Remain on campus for access to Board orientation (.8); Receipt and review of emails (3) from C. Summers re Adult Civil Citation ACC (.3); Receipt and review of emails (2) from T. Smith re grievance hearing, architect selection (.2); Receipt and review of emails (2) from D. Wildes re architect hiring (.2); email to C. Summers re Adult Civil Citation ACC (.1); Receipt and review of email from J. Murdaugh re President's contract (.2); Dictation and preparation of correspondence to Board members re conflicts, including statutory analysis (1.5); Receipt and review of email from T. Smith re architect selection (.1); email to T. Smith re architect selection (.1); Receipt and review of email from R. Frazier re former student contact (.1); email to R. Frazier re former student contact (.1); email to Board of Trustees re President's contract (.1); Conference with R. Tolson, others re student issue (.9);

05/15/2014	WRM	Receipt and review of email from R. Frazier re student contact (.1); Receipt and review of email from A. Moran re J.S Board presentation	7.20 hrs.
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(.1); email to A. Moran re J.S. Board presentation (.1); Receipt and review of email from D. Wildes re architect selection (.1); Telephone conference with T. Smith re Board member conflicts, architect selection, RFP-Finance (.3); Review notes of interview re student issue (1.1); emails (3) to J. Murdaugh re student issue (.3); Receipt and review of emails (3) from J. Murdaugh re student issue (.3); Telephone conference (2) with R. Reid re RFP tax question (.2); emails (2) to T. Smith re RFP tax question (.2); Receipt and review of email from T. Smith re RFP tax question (.1); email to R. Reid re RFP tax question (.1); Receipt and review of email from D. Callaway re architect selection (.1); email to C. Gardner re Ventry lease (.1); Review, revise conflict of interest communication (1.7); Receipt and review of email from C. Gardner re Ventry lease (.1); Legal Analysis - student issue (.9); Receipt and review of email from K. Fernandez re DOH complaint (.1); Conference with T. Smith/R. Reid re RFP tax question (.5); Conference with T. Smith re employee and lease questions (.3); Conference with R. Tolson re student issue, J.S. grievance (.4);

05/16/2014	WRM	<p>Receipt and review of email from R. Tolson re employee issue (.1); Receipt and review of email from A. Maxwell re public records process (.1); email to A. Maxwell re public record process (.1); Receipt and review of email from R. Reid re construction financing (.1); Receipt and review of email from B. Leinback re contract language (.1); Telephone conference with R. Tolson re computer research use (.1); Receipt and review of email from S. Prouty re contract language (.1); Telephone conference (2) with T. Smith re construction financing (.5); Receipt and review of email from T. Smith re construction financing (.1); Receipt and review of email</p>	3.80 hrs.
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from F. Messersmith re architect selection (.1);
 email to F. Messersmith re architect selection,
 President's contract (.1); Receipt and review of
 email from T. Smith re Gadsden RFP (.1);
 Receipt and review of email from S. Search re
 Gadsden RFP (.1); Review statutes re
 construction financing (.4); email to R. Chaney
 re summer camp forms (.1); Receipt and
 review of email from R. Chaney re summer
 camp forms (.1); Telephone conference with J.
 Kilpatrick (office) re President's contract (.1);
 Telephone conference with J. Kilpatrick re
 President's contract (.1); email to J. Kilpatrick
 re President's contract (.1); Telephone
 conference with R. Pople (office) re President's
 contract (.1); Telephone conference with K.
 Vaughn (office) re President's contract (.1);
 Telephone conference with K. Moore (office)
 re President's contract (.1); Telephone
 conference with R. Pople re President's
 contract, conflicts (.2); email to T. Smith re
 Ventry lease (.1); email to S. Search re student
 grades (.1); Analysis - student classes (.3);
 Receipt and review of email from S. Search re
 student grades (.1); Receipt and review of
 email from R. Tolson re employee issue (.1);

05/19/2014	WRM	<p>Telephone conference (2) with K. Vaughn re Board meeting, conflict question (.3); Telephone conference with K. Moore re President's contract (.1); Conference with J. Murdaugh re employee/student issue (.5); Conference with T. Smith/R. Tolson re employee complaint (.8); Conference with L. Kling re employee complaint (.1); Receipt and review of emails (3) from A. Maxwell re public record request - RFP (.3); emails (3) to A. Maxwell re public record request - RFP (.3); Receipt and review of email from B. Leinback re contract funding (.1); Receipt and review of email from A. Maxwell re public record process meeting (.1); Receipt and review of emails (2) from S. Search re dual</p>	12.40 hrs.
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enrollment procedure (.2); Receipt and review of email from R. Tolson re employee complaint (.1); Receipt and review of email from W. Patterson re student code of conduct (.1); Receipt and review of email from F. Messersmith re architect selection (.1); Receipt and review of email from Ki. Moore re non-profit institute MOU (.1); Receipt and review of emails (2) from C. Summers re Adult Civil Citations (.3); emails (2) to C. Summers re Adult Civil Citations (.2); Receipt and review of emails (8) from B. Hinson re RFI public record request (.8); emails (2) to B. Hinson re RFI public record request (.2); Review and analysis of INIE MOU - Thomas University (.3); email to Ki. Moore re T.U. MOU (.1); Telephone conference with R. Tolson re employee complaint, staff/student issue (.1); Review sections of Board Agenda for 5-19-14 (.5); Receipt and review of emails (2) from A. Maxwell re J.S. grievance documents (.2); Receipt and review of email from C. Summers re medical marijuana (.1); Analysis: revision to enrollment procedure (.3); email to S. Search re enrollment procedure (.1); Receipt and review of emails (6) from B. Ingerman re RFP related public record requests (.6); emails (2) to B. Ingerman re RFP related public record requests (.2); Telephone conference with A. Moran re J.S. grievance response language (.1); Receipt and review of email from A. Moran re J.S. grievance response language (.1); email to TCC Trustees re J.S. grievance response (.2); email to K. Vaughn re conflict of interest question (.2); Review and analysis of conflict of interest statutes (.3); Receipt and review of medical marijuana background information (.2); Telephone conference with L. Helfand re student grade appeal (.1); email to S. Search re student grade appeal (.1); Conference with C. Summers re misdemeanor process alternative (.5); Attend Board Business Meeting and

Workshop (3.1); Conference with J. Murdaugh/E. Lamb, others re President's contract (.3);

05/20/2014	WRM	<p>Receipt and review of email from S. Search re student grade appeal (.1); Receipt and review of email from B. Mullooney re NACUA meeting (.1); emails (2) to L. Helfand re student appeal (.2); email to B. Ingerman, others re RFP 2014-02 request for records (.1); Receipt and review of email from B. Hinson re RFP 2014-02 (.1); Review and analysis of proposed changes to Student Code of Conduct (.8); email to W. Patterson re proposed changes to Student Code of Conduct (.2); email to T. Smith re Ventry lease (.1); Receipt and review of email from T. Smith re Ventry lease (.1); Telephone conference with R. Tolson re employee complaint/employee-student issue (.2); Telephone conference with T. Smith re Board meeting, J.S. grievance, other matters (.4); emails (2) to J. Murdaugh re employee complaints (.2); Receipt and review of email from L. Helfand re student grade appeal (.1); email to T. Smith re proposed changes to Student Code of Conduct (.1); Begin analysis of employee complaint (3.2); Receipt and review of email from J. Murdaugh re employee complaint (.1); Dictation and preparation of report to J. Murdaugh re employee/student (1.5); email to T. Smith/R. Tolson re employee complaint investigation (.2); email to W. Wright re employee complaint investigation (.2); email to B. Hinson/D. Frost re investigation background information (.1); Receipt and review of email from D. Frost re background information (.1); Telephone conference with E. Lamb re Board process (.1); email to J. Murdaugh re employee grievances (.1);</p>	8.40 hrs.
05/21/2014	WRM	<p>Receipt and review of email from B. Hinson re background information (.1); Receipt and</p>	7.40 hrs.

review of email from J. Murdaugh re grievance policy (.1); email to R. Tolson re grievance policy (.1); Receipt and review of email from R. Tolson re complaint documents (.1); Receipt and review of emails (3) from V. Wright re complaint documents (.3); Receipt and review of email from T. Smith re complaint documents (.1); Receipt and review of emails (2) from L. Helfand re student grade appeal (.2); Receipt and review of email from R. Frazier re former student OSHA card (.1); Receipt and review of email from S. Search re student grade appeal (.1); email to R. Frazier re former student OSHA card (.1); Telephone conference with L. Kling re employee complaint (.1); emails (2) to R. Tolson re complaint documents (.2); email to V. W. re complaint review process (.1); Receipt and review of email from V. Wright re complaint review process (.1); Telephone conference with S. Conner re student issue (.1); Receipt and review of emails (4) from A. Maxwell re new RFP-02 public record request (.4); email to A. Maxwell re response to new public record request (.1); Telephone conference with R. Tolson re student issue (.1); Receipt and review of email from B. Hinson re new public record request (.1); Review/revise report to J. Murdaugh re student issue (.9); Telephone conference with C. Gardner re Ventry lease (.2); email to T. Smith, S. Search, J. Murdaugh re Ventry lease (.1); Receipt and review of email from S. Search re Ventry lease (.1); Receipt and review of email from P. Locascio re Santa Fe union activity (.1); email to P. Locascio re Santa Fe union activity (.1); Receipt and review of email from D. Wilson re Santa Fe union activity (.1); Telephone conference (2) with R. Tolson re student issue (.2); Receipt and review of email from A. Gaughf re insurance proposal (.1); Telephone conference with T. Smith re insurance proposal (.2); email to K. Vaughn re insurance

proposal (.1); Receipt and review of email from T. Smith re IncludedED case study (.1); Receipt and review of email from T. Smith re DOC EDA-WEI (.1); Receipt and review of email from J. Murdaugh re employee complaint (.1); Receipt and review of email from S. Prouty re Santa Fe union activity (.1); Receipt and review of email from B. Babb re Santa Fe union activity (.1); Receipt and review of email from M. Miller re Santa Fe union activity (.1); Receipt and review of email from T. Gilliam re Santa Fe union activity (.1); Receipt and review of email from B. Mullooney re Santa Fe union activity (.1); Receipt and review of email from G. Haile re Santa Fe union activity (.1); Receipt and review of email from D. Bennett re Santa Fe union activity (.1); Receipt and review of email from S. Gardner re Santa Fe union activity (.1); Receipt and review of email from B. Leinback re Santa Fe union activity (.1); Receipt and review of email from T. Folsom re student grade appeal (.1); email to TCC administrators re Santa Fe union activity (.1); Begin analysis: employee complaint (1.2);

05/21/2014	MK	Researched and analyzed elements of appropriate graduation prayers (1.9);	1.90 hrs.
05/22/2014	WRM	Telephone conference (3) with R. Tolson re employee action (.3); Receipt and review of email from J.C. re student grade appeal (.1); Receipt and review of email from B. Ingerman re Santa Fe Union activity (.1); Receipt and review of email from R. Frazier re former student OSHA card (.1); email to R. Frazier re former student OSHA card (.1); Receipt and review of email from J. Minnery re FEPA conference (.1); email to B. Ingerman re Santa Fe Union activity (.1); Receipt and review of emails (2) from P. Locascio re Santa Fe Union activity (.2); Review and analysis of Follett IncludedED case study agreement (.2); email to T. Smith/B. Sloan re IncludedED case study	4.20 hrs.

agreement (.1); email to J. Murdaugh re graduation prayer (.1); Conference with R. Tolson re employee action (.5); Conference with J. Murdaugh re employee action (.2); Receipt and review of email from C. Dominguez re Santa Fe union activity (.1); Receipt and review of email from T. Smith re Lamar sign (.1); preparation for public record meeting (.5); email to T. Smith re insurance proposal (.1); email to L. Kling re employee complaint (.1); Receipt and review of email from R. Tolson re employee complaint (.1); Conference with A. Moran, A. Maxwell re public record process (1.0);

05/27/2014 MK Reviewed and analyzed approval process to change the name of TCC (1.4); Began reviewing and analyzing whether a state that a nonresident student is a resident of must agree to allow the student to participate in distance learning (.7); 2.10 hrs.

05/27/2014 WRM Monthly Fee; 14,583.33
 Fees for this matter \$14,583.33

BILLING SUMMARY

Mabile, William R	Attorney	120.60 hrs	\$14,583.33
Taylor, Winifred	Paralegal	0.30 hrs	
Kelly, Michael	Law Clerk	4.60 hrs	
Fees		125.50 hrs	<hr/> \$14,583.33

TOTAL CHARGES FOR THIS BILL

 \$14,583.33