

April 21, 2025

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Attorney Invoices – Bryant Miller Olive (March 2025)

Item Description

Request for approval to pay invoices from Bryant Miller Olive, P.A. for legal services provided related to collective bargaining process and related to Faculty labor relations.

Overview and Background

The College engaged Bryant Miller Olive, P.A. for representation during the collective bargaining process.

Past Actions by the Board

The Board of Trustees approved the agreement for these services at the October 17, 2022 Board Meeting.

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$1,067.50 for March 2025.

Recommended Action

Authorize payment of invoices as presented.



Barbara K. Wills
 Chief Business Officer, Vice President for Administrative
 Services
 Tallahassee State College
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: April 1, 2025
 Invoice No. 85588
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 State College - Labor and Employment - UFF Bargaining

Purchase Order No. PO-021103

Statement of Legal Services

				Hours	
03/02/2025	DMH	Review and reply to email		0.10	
		Current Services		0.10	\$25.00
		Recapitulation			
	<u>Timekeeper</u>		<u>Hours</u>	<u>Rate</u>	<u>Total</u>
	Denise M. Heekin		0.10	\$250.00	\$25.00
		Payments			
03/21/2025	Payment	ACH rec'd 3/21/25 Invoices 84915, 85399		400.00	
				400.00	
		Total Current Work		\$25.00	
		Previous Balance Due			\$0.00
		Balance Due			\$25.00

Tallahassee State College

Invoice Date:	April 01, 2025
Invoice No.	85588
Client No.	25480.006

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



Barbara K. Wills
 Chief Business Officer, Vice President for Administrative
 Services
 Tallahassee State College
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: April 1, 2025
 Invoice No. 85589
 Client No. 25480.002

For professional services rendered and expenses incurred
 regarding Tallahassee State College / L&E / General

Statement of Legal Services

			Hours
03/04/2025	DMH	Review correspondence from Union and draft email to client	0.30
03/05/2025	DMH	Review and reply to emails; analyze SB 1328	0.60
03/05/2025	DMH	Review and reply to emails / meeting	0.10
03/06/2025	BRR	Download Faculty Alternative Work Location Request for attorney review	0.10
03/06/2025	DMH	Prepare for and attend zoom meeting	0.80
03/06/2025	DMH	Review form, draft email and review reply	0.10
03/06/2025	DMH	Draft response to UFF / alternate work vacation	0.80
03/07/2025	DMH	Review and revise response to UFF	0.30
03/07/2025	DMH	Telephone conference with client (C. Stringer) / UFF	0.10
03/17/2025	DMH	Review email from UFF	0.10
03/17/2025	DMH	Draft email to client	0.10
03/18/2025	DMH	Review grievance response	0.10
03/18/2025	DMH	Review emails from UFF	0.10
03/18/2025	DMH	Review and reply to email	0.10
03/26/2025	DMH	Review support to UFF's grievance	0.20
03/26/2025	DMH	Draft email to client	0.10
03/31/2025	DMH	Review emails	0.10
03/31/2025	DMH	Review grievance response	0.10
Current Services			4.20
			\$1,042.50

Tallahassee State College

Invoice Date: April 01, 2025
Invoice No. 85589
Client No. 25480.002

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	4.10	\$250.00	\$1,025.00
Beatriz R. Ramirez	0.10	\$175.00	\$17.50

Payments

03/21/2025	Payment	ACH rec'd 3/21/25 Invoice 85398	75.00
			<hr/> 75.00

Total Current Work	<hr/> \$1,042.50
Previous Balance Due	\$0.00
Balance Due	<hr/> \$1,042.50

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