

March 17, 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 (February 2025)

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**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 \$475.00 for February 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: March 3, 2025  
 Invoice No. 85398  
 Client No. 25480.002

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

Statement of Legal Services

			Hours	
02/07/2025	DMH	Review and reply to email	0.10	
02/19/2025	DMH	Review grievance, email and respond	0.20	
<b>Current Services</b>			0.30	\$75.00
Recapitulation				
	<u>Timekeeper</u>		<u>Hours</u>	<u>Rate</u>
	Denise M. Heekin		0.30	\$250.00
				<u>Total</u>
				\$75.00
Payments				
02/24/2025	Payment	ACH rec'd 2/24/25 Invoices 85071, 85244		675.00
				675.00
Total Current Work				\$75.00
Previous Balance Due				\$0.00
Balance Due				\$75.00

Tallahassee State College

Invoice Date: March 03, 2025  
Invoice No. 85398  
Client No. 25480.002

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: March 3, 2025  
 Invoice No. 85399  
 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
02/06/2025	DMH	Draft email to client and review reply / Baglione	0.10
02/11/2025	DMH	Review and reply to email / UFF	0.10
02/12/2025	DMH	Prepare for and attend Teams meeting	0.40
02/12/2025	DMH	Review and reply to email	0.10
02/12/2025	DMH	Draft email to UFF	0.10
02/12/2025	DMH	Review policy	0.20
02/19/2025	DMH	Review email and reply/bargaining	0.10
02/21/2025	DMH	Review and reply to email	0.10
02/24/2025	DMH	Review and reply to emails from UFF	0.10
02/24/2025	DMH	Draft email and review reply to/from College	0.10
02/25/2025	DMH	Review and reply to emails	0.10
<b>Current Services</b>			1.50
			\$375.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	1.50	\$250.00	\$375.00

Payments

12/09/2024	Payment	ACH rec'd 12/9/24 Invoice 84632	50.00
			50.00

Tallahassee State College

Invoice Date: March 03, 2025  
Invoice No. 85399  
Client No. 25480.006

Total Current Work	\$375.00
Previous Balance Due	\$25.00
Balance Due	\$400.00

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

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for credit to Bryant Miller Olive, Account #2132834901  
Thank you for your business