




January 22, 2013

MEMORANDUM

TO: District Board of Trustees

FROM: Jim Murdaugh, President 

SUBJECT: Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP
December 5, 2012

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 \$13,333.33.

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

December 5, 2012

Jerry Schilling
Assistant Vice President for Administrative Services
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

Invoice# 11084 WRM
Our file# T00007 02276
Billing through 11/30/2012

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

FOR PROFESSIONAL SERVICES RENDERED

11/01/2012	WRM	Receipt and review of e-mail from G. Wells re: Florida TRADE agreement (.1); Receipt and review of e-mails from J. Murdaugh re: Ruiz case (.2); Receipt and review of e-mail from T. Smith re: Ruiz case (.1); Receipt and review of e-mail from R. Johnston re: Network Security v. TCCF (.1); Receipt and review of judgment in Ruiz case, with attachments (.2); Review and analysis of Florida TRADE agreement (.5); E-mail to G. Wells re: Florida TRADE agreement (.1); Review and analysis of statutes, F.A.L. re: student residency per Ruiz case (.5); E-mails (2) to S. Jefferson re: veterans' residency and tuition (.2); Review and analysis of order granting summary judgment for plaintiffs in Ruiz case (.5); Review and analysis of plaintiff's complaint in Ruiz case (.3); Telephone conference with T. Smith re: Wakulla property, S. Young EEOC claim, Ruiz case (.3); Receipt and review of e-mail from S. Jefferson re: veteran's residency and tuition (.1); Begin preparation of memo to TCCF Executive Committee re: Network case (.5); Telephone conference with R. Tolson re: reference request, S. Young EEOC claim, employee action (.3);	4.00 hrs.
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11/02/2012	WRM	Telephone conferences (2) with D. Wildes re: FPSI easement (.2); Receipt and review of e-mail from D. Wildes re: FPSI easement (.1); Telephone conference with T. Smith re: FPSI easement (.1); Dictation and preparation of FPSI easement (1.0); Receipt and review of e-mails (3) from S. Jefferson re: veteran's residency and tuition (.3); E-mail to S. Jefferson re: meeting on veteran's residency and tuition (.1); E-mail to J. Holdnak re: veteran's residency and tuition (.1); Receipt and review of e-mail from J. Holdnak re: veteran's residency and tuition (.1); Telephone conference with J. Holdnak re: veteran's residency and tuition (.3); Begin preparation of summary judgment motion in Network v. TCCF (.5); Receipt and review of e-mail from D. Wildes re: FPSI easement (.1); E-mail to S. Jefferson/T. Smith re: veterans residency and tuitions waiver (.1);	3.00 hrs.
11/05/2012	BJL	Review and analysis of case law in support of motion for summary judgment in Network v. TCCF (.9); Prepare, revise and edit draft motion for summary judgment (4.9); Network v. TCC	5.80 hrs.
11/05/2012	WRM	Receipt and review of e-mails (2) from R. Johnston re: Network v. TCCF (.2); Conference with T. Smith re: employee actions (.3); Conference with K. Barrett re: S. Young EEOC claim (1.1); Receipt and review of mediation notice - Network v. TCCF (.1); Dictation and preparation of brief re: Network Security v. TCCF mediation (.8); E-mail to R. Johnston re: Network v. TCCF (.1); Telephone conferences (2) with M. Bates re: Network v. TCCF (.3); Telephone conference with M. Maida re: Network v. TCCF mediation (.1); Preparation for 11/6/12 meeting re: veteran's residency and tuition (.3); Receipt and review of e-mail from B. Ballard re: Wakulla property (.1); Review and analysis of Wakulla	5.10 hrs.

properties sale contracts (.3); Receipt and review of e-mails (2) from T. Smith re: Wakulla properties (.2); Receipt and review of e-mail from G. Wells re: Wakulla properties (.1); E-mail to G. Wells re: Wakulla properties (.1); Begin review of documents from K. Barrett re: S. Young EEOC claim (1.0);

11/06/2012	WRM	Conference with S. Jefferson, others re: veterans tuition (1.2); Conference with T. Smith re: sub-contractor retainage - Ghazvini project (.3); Telephone conferences (2) with R. Tolson re: employee actions (.3); Receipt and review of e-mails (4) from D. Wildes re: sub-contractor retainage (.4); Receipt and review of e-mails (2) from T. Smith re: sub-contractor retainage (.2); Receipt, review and analysis of correspondence from S. Heath re: sub-contractor retainage (.1); Telephone conferences (2) with M. Maida re: Network v. TCCF mediation (.3); Revise memo/brief to R. Johnston re: Network Security v. TCCF (.3); E-mail to J. Holdnak re: veterans' tuition (.2); E-mail to T. Smith/D. Wildes re: sub-contractor retainage (.1); Telephone conference with D. Wildes re: sub-contractor retainage (.1); Telephone conference with T. Smith re: sub-contractor retainage (.1); Receipt and review of e-mail from R. Tolson re: employee work authorization (.1); Receipt and review of e-mail from R. Tolson re: employee actions (.1); Receipt and review of e-mail from J. Murdaugh re: Ruitz case (.1); Analysis: purchase contracts (4) Wakulla properties (1.4); Telephone conference with T. Smith/D. Wildes re: sub-contractor retainage (.2); E-mail to S. Heath re: sub-contractor retainage (.1); Receipt and review of veterans' residence agreement (.2); Continued review of documents re: S. Young EEOC claim (.8);	6.60 hrs.
11/07/2012	WRM	Receipt and review of e-mails (2) from R. Frazier re: former student complaint (.2); E-mails (2) to R. Frazier re: former student	6.10 hrs.

complaint (.2); Receipt and review of e-mail from B. Ballard re: updated purchase contracts for Wakulla property (.1); Receipt and review of e-mail from S. Heath re: sub-contractor retainage (.1); Review and analysis of case law re: S. Young EEOC claim (.2); Review and analysis of updated purchase contracts for Wakulla property (.8); Internet research re: Wakulla property contracts (.6); Conference with T. Smith, B. Ballard, D. Wildes re: Wakulla property contracts (1.0); Continued review of documents re: EEOC claim by S. Young (2.9);

11/08/2012	WRM	E-mail to D. Hendry re: campus safety (.1); Receipt and review of e-mail from R. Frazier re: former student request (.1); Receipt and review of e-mails (2) from R. Frazier re: new course copyright (.2); E-mail to R. Frazier re: new course copy right (.1); E-mail to R. Frazier re: former student request (.1); Dictation and preparation of correspondence to J. Young re: former student request (.2); Complete review of documents re: S. Young EEOC claim (.9); E-mail to K. Barrett re: S. Young EEOC claim documents (.1); Receipt and review of e-mail from K. Barrett re: S. Young EEOC claim (.1);	1.90 hrs.
11/09/2012	BJL	Revise and edit motion for summary judgment in Network v. TCCF (.7); Prepare affidavit for Marjorie Turnbull in support of motion for summary judgment (.4);	1.10 hrs.
11/09/2012	WRM	E-mails (2) to R. Tolson re: S. Young EEOC claim (.2); E-mails (2) to R. Johnston re: Network v. TCCF (.2); Receipt and review of e-mails (2) from R. Tolson re: S. Young EEOC claim (.2); Analysis: homeless tuition exemption (.3); Receipt and review of e-mail from R. Johnston re: Network v. TCCF (.1); E-mail to M. Turnbull re: Network v. TCCF motion (.1); Review, revise second summary judgment motion, affidavit of M. Turnbull in	1.90 hrs.

support of second summary judgment motion in Network Security v. TCCF (.7); Telephone conference with R. Johnston re: Network v. TCCF (.1);

11/12/2012	BJL	Revise and edit affidavit for Marjorie Turnbull in support of motion for summary judgment;	0.20 hrs.
11/12/2012	WRM	Receipt and review of e-mails (2) from T. Smith re: trademark registration (.2); E-mail to T. Smith re: trademark registration (.1); Receipt and review of e-mail from B. Hollimon re: trademark registration (.1); Receipt and review of e-mail from M. Turnbull re: affidavit in Network v. TCCF (.1); Receipt and review of e-mails (2) from R. Johnston re: Network v. TCCF (.2); E-mail to R. Johnston re: Network v. TCCF (.1); E-mail to M. Turnbull re; Network v. TCCF (.1); Dictation and preparation of mediation statement in Network v. TCCF (1.4); Analysis - history of 1009.25, Florida Statutes, homeless residency definition (1.6);	3.90 hrs.
11/13/2012	WRM	E-mails (2) to R. Johnston re: Network v. TCCF (.2); Receipt and review of e-mails (2) from M. Turnbull re: Network v. TCCF (.2); Receipt and review of e-mails (2) from R. Johnston re: Network v. TCCF (.2); E-mails (2) to M. Turnbull re: Network v. TCCF (.2); Revise mediation statement in Network v. TCCF (.2); Telephone conference with J. Young re: former student complaint (.3); E-mail to R. Frazier re: former student complaint (.1);	1.40 hrs.
11/14/2012	WRM	E-mail to R. Johnston re: Network v. TCCF meeting (.1); Receipt and review of e-mail from R. Johnston re: Network v. TCCF meeting (.1); Receipt and review of e-mail from T. Smith re: supervisor training, with attachment (.2); E-mail to T. Smith re: supervisor training (.1); Conference with M. Turnbull re: Network v. TCCF affidavit in	8.20 hrs.

support of summary judgment motion (.3); Analysis: work-place appearance and dress code law (3.0); Analysis: rehire of terminated employees (1.0); Telephone conference with B. Ingerman re: record retention (.2); Review TCC Board Meeting Agenda for November 19 (.6); Telephone conferences (3) with G. Wells re: Wakulla properties contracts (.4); Conference with T. Smith, B. Ballard, D. Wildes re: seller executed contracts - Wakulla Property (1.5); Analysis - Florida rules/statutes re: record retention - electronic communications (.7);

11/16/2012	WRM	Receipt and review of e-mails (4) from G. Wells re: Wakulla property documents (.2); E-mail to G. Wells re: Wakulla property documents (.1); Analysis - Florida law re: retention of e-mails - public record (.7); E-mail to B. Ingerman/T. Smith re: e-mail record retention (.2); E-mail to S. Jefferson re: veterans tuition exemption (.2); E-mail to R. Tolson re: HR records on S. Young EEOC claim (.1); Receipt and review of e-mail from S. Jefferson re: veterans tuition exemption (.1);	1.60 hrs.
11/19/2012	WRM	Receipt and review of e-mails (3) from B. review of e-mail from R. Frazier re: former student complaint (.1); Receipt and review of e-mail from D. Hendry re: TCCPD/LCSO memo of understanding (.1); Receipt and review of e-mail from R. Tolson re: S. Young EEOC claim (.1); Receipt and review of e-mail from T. Smith re; expiration of TCC Trademark (.1); E-mail to R. Frazier re: former student complaint (.1); Review current TCCPD/LCSO MOU (.3); E-mails (2) to B. Ingerman re: record retention (.2); E-mails (2) to B. Mullowney re: record retention (.2); Review record retention procedures - other state colleges (.8); Telephone conference with R. Tolson re: S. Young EEOC claim, records (.1); Telephone conference with B. Mullowney	7.60 hrs.

re: record retention (.2); Receipt and review of e-mails (2) from B. Mullooney re: vulnerable person and attorneys meeting (.2); Receipt and review of e-mails (3) from T. Smith Board Meeting walk-on item (.3); Receipt and review of e-mails (2) from D. Wildes Board meeting walk-on item (.2); Receipt and review of e-mail from T. Smith re: revised Board Agenda (.1); E-mail to T. Smith re: vulnerable persons conference (.1); Receipt and review of e-mail from T. Smith re: vulnerable persons conference (.1); Receipt and review of e-mail from R. Tolson re: vulnerable person conference (.1); E-mail to P. Locascio re: college attorneys meeting (.1); Conference with T. Smith, review Wakulla property Board agenda item (.5); Attend Board Workshop and Business meeting (3.3);

11/20/2012	WRM	<p>Receipt and review of e-mail from S. Jefferson re: vulnerable persons conference (.1); Receipt and review of e-mail from P. Locascio re: college attorneys group (.1); Receipt and review of e-mails (2) from T. Smith re: vulnerable persons conference (.2); E-mail to T. Smith re: vulnerable persons conference (.1); E-mail to B. Mullooney re: vulnerable persons conference (.1); E-mail to R. Tolson re: files related to S. Young EEOC claim (.1); Receipt and review of e-mail from R. Tolson re: files related to S. Young EEOC claim (.1); Preparation for meeting with TCCF Executive Committee re: Network v. TCCF (1.9); E-mail to Association of Florida College re: vulnerable persons conference (.1); Receipt and review of e-mail from Association of Florida College re: vulnerable persons conference (.1); Receipt and review of e-mail from A. Griner re: TCCPD/LCSO MOU (.1); Receipt and review of e-mail from K. Stewart re: "The Florida Sheriff's College" (.1); Analysis - use of "The Florida Sheriff's College" name (.6); E-mail to B. Hollimon re:</p>	5.40 hrs.
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Florida Sheriff's College brand (.1); Attend TCCF Board Meeting (1.4); Telephone conference with D. Wildes re: Forest Management contract (.2);

11/26/2012	WRM	<p>Receipt and review of e-mails (3) to B. Ingerman re: demonstration equipment (.3); Receipt and review of e-mail from T. Smith re: demonstration equipment (.1); Receipt and review of e-mails (2) from B. Ingerman re; e-mail retention (.2); Receipt and review of Network's response to second request for production in Network v. TCCS (.2); Receipt and review of e-mails (2) from D. Wildes re: lease addendum (.2); Receipt and review of e-mail from B. Hollimon re: Florida Sheriff's College (.1); Receipt and review of e-mails (2) from D. Wildes re: timber agreement (.2); Receipt and review of e-mails (2) from D. Wildes re: proposed lease (.2); E-mail to K. Stewart re: Florida Sheriff's College (.1); Review and analysis of lease addendum (.2); E-mail to D. Wildes re: lease addendum (.1); Receipt and review of e-mail from M. Maida re: mediation (.1); Review and analysis of proposed building lease (.3); E-mail to D. Wildes re: proposed building lease (.1); Receipt and review of e-mails (2) from P. Locascio re: college law group (.2); E-mail to P. Locascio re: college law group (.1); E-mail to B. Hollimon re: Florida Sheriff's College (.1); E-mails (2) to B. Ingerman re: e-mail retention (.2); E-mail to B. Ingerman re: demonstration equipment (.1); Dictation and preparation of objection to plaintiff's motion to allow plaintiff and plaintiff's counsel to attend mediation by telephone (.2); E-mail to M. Maida re: Network v. TCCF mediation (.1); Review summary of U.S. Supreme Court case re: definition of supervisor in harassment case (.1); Review and analysis of FPSI timber agreement (.4); E-mail to D. Wildes re: timber agreement (.1); E-mail to R. Johnston re:</p>	4.50 hrs.
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Network v. TCCF mediation (.1); Receipt and review of e-mail to K. Stewart re: Sheriff's College (.1); Receipt and review of e-mail from R. Johnston re: Network v. TCCF mediation (.1); Receipt and review of e-mail from S. Gardner re: Affordable Care Act (.1); Review article re: reduction of employee hours in response to Affordable Care Act (.1);

11/27/2012	WRM	<p>Receipt and review of e-mail from S. Schroeder re: stormwater fees (.1); Receipt and review of e-mail from G. Haile re: vulnerable persons statute (.1); Telephone conference with R. Tolson re: campus employee incident (.2); Conference with R. Tolson, others re: employee incident (2.7); Conference with F. Brown, R. Tolson re: faculty position (.3); Receipt and review of e-mails (2) from L. Kling re: vulnerable persons workshop (.2); Receipt and review of e-mail from T. Smith re: Citrix Agreement (.1); Receipt and review of e-mail from T. Smith re: Wakulla property executed documents (.1); Review and analysis of Citrix Agreement (.4); E-mail to T. Smith re: Citrix Agreement (.1); Analysis: employee incident (.4); E-mail to R. Tolson re: employee incident (.2); Receipt and review of e-mail from R. Tolson re: employee incident (.1); Analysis: sovereign immunity, storm water fees (.7); E-mail to T. Smith re: stormwater fees (.1); Receipt and review of e-mail from M. Pankowski re: New Start Scholarship (.1);</p>	5.90 hrs.
11/28/2012	WRM	<p>Receipt and review of e-mail from D. Wildes re: Development Agreement (.1); Review and analysis of Development Agreement (.4); E-mail to D. Wildes re: Development Agreement (.1); Telephone conference with D. Hendry re: Vulnerable persons conference (.1); Telephone conference with S. Gardner re: direct support organization (.3); E-mail to E. Eunice re: direct support operation (.1);</p>	1.10 hrs.
11/29/2012	WRM	<p>Receipt and review of e-mail from D. Wildes</p>	3.20 hrs.

re: Asman lease (.1); Receipt and review of e-mails (2) from E. Eunice re: direct support organizations (.2); E-mails (2) to E. Eunice re: direct support organizations (.3); Telephone conferences (2) with J. Schilling re: direct support organization (.2); Telephone conference with R. Tolson re: employee incident (.1); Conference with R. Tolson, T. Smith, others re: employee issues (2.0); Receipt and review of e-mail from C. Singletary re: meeting on employee incident (.1); Receipt and review of e-mail from T. Smith re: unofficial correspondence (.1); E-mail to T. Smith re: unofficial correspondence (.1);

11/30/2012 WRM Conference with E. Eunice/review documents re: direct support organization (.9); E-mail to S. Gardner re: direct support organization (.1); 1.00 hrs.

Flat Fees for December \$13,333.33

BILLING SUMMARY

Longfellow, B. Joe Associate 7.10 hrs

Mabile, William R Attorney 72.40 hrs

Fees 79.50 hrs

\$13,333.33

Disbursements \$0.00

TOTAL CHARGES FOR THIS BILL

\$13,333.33