



October 20, 2014

## MEMORANDUM

**TO:** District Board of Trustees

**FROM:** Jim Murdaugh, President 

**SUBJECT:** Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP September 25, 2014

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### 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 31, 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

October 1, 2014

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

Invoice# 12483 WRM  
Our file# T00007 02276  
Billing through 09/25/2014

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

FOR PROFESSIONAL SERVICES RENDERED

08/27/2014	WRM	Receipt and review of emails (3) from S. Search re former employee issues (.3); Email to S. Search re former employee issues (.1); Receipt and review of emails (3) from A. Maxwell re subpoena for records (.3); Receipt and review of email from A. Maxwell re FDLE record response (.1); Receipt and review of emails (2) from A. Moran re FDLE record request (.2); Receipt and review of email from Ki. Moore re Capitol Center/COT (.1); Receipt and review of emails (3) from S. Conner re subpoena for records (.3); Receipt and review of email from J. Adams re FDLE record request (.1); Receipt and review of email from C. Mailloux re donated property (.1); Receipt and review of email from S. Schroeder re donated property (.1); Receipt and review of email from B. Sloan re TAMS-WITMARK contract (.1); Receipt and review of emails (6) from B. Ingerman re FDLE record request (.6); Receipt and review of email from R. Marquinez re hiring practices (.1); Receipt and review of email from T. Smith re Gadsden response to offer to sell Woodham building (.1); Receipt and review of	11.70 hrs.
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email from C. Dominguez re donated property (.1); Receipt and review of email from R. Tolson re student issue (.1); emails (2) to B. Ingerman re FDLE record request (.2); email to C. Summers/ W. Rabon re former student claim (.1); Receipt and review of email from C. Summers re former student issue (.1); Telephone conference (2) with B. Sloan re faculty outside agreement (.2); email to S. Conner, others re record subpoena (.1); email to T. Smith, others re Woodham Building - runoff (.1); email to S. Search, others re B.L. OCR case resolution (.1); email to T. Smith/B. Spiers re work-study student (.1); email to S. Bienvenu re work-study student (.1); Telephone conference with T. Smith re CareerSource proposed sublease, Woodham building, employee issues (.4); Review Rule 1.351, Florida Rules of Civil Procedure re subpoena costs (.2); emails (2) to J. Adams, others re subpoena costs (.2); Telephone conference with R. Tolson re student issue, employee issue (.1); Telephone conference (2) with W. Horgan re FDLE/TCC records (.2); Telephone conference with J. Young re trespass warning (.1); Receipt and review of email from B. Ballard re CareerSource sublease (.1); Receipt and review of email from D. Wildes re CareerSource sublease (.1); Receipt and review of email from C. Singletary re DELL agreement (.1); Receipt and review of email from M. Robeck re DELL agreement (.1); Receipt and review of emails (4) from T. Smith re Woodham building (.4); Receipt and review of email from B. Hinson re DELL agreement (.1); Receipt and review of email from D. Wildes re Woodham Building (.1); Receipt and review of emails (4) from J. Adams re Dow record request (.4); Emails (2) to J. Adams re Dow record request (.2); Receipt and review of emails (2) from J. Adams re public record log (.2); Email to J. Adams re public record log (.1); Receipt and

review of email from A. Collins re resolution of B.L. OCR Complaint (.1); Receipt and review of email from B. Sloan re Westminster agreement (.1); Receipt and review of emails (3) from R. Tolson re M. Kealy case (.3); emails (2) to R. Tolson re M. Kealy case (.2); Receipt and review of emails (3) from S. Bienvenu re work-study student (.3); Receipt and review of email from R. Tolson re DOC pay periods (.1); Receipt and review of email from B. Sloan re HCA billing training agreement (.1); Receipt and review of email (2) from K. Williams re WEI federal permits (.3); emails (2) to K. Williams re WEI federal permits (.2); Receipt and review of emails (2) from T. Smith re work-study student (.2); Receipt and review of emails (3) from B. Spiers re work-study student (.3); Receipt and review of emails (2) from J. Adams re subpoena response costs (.2); email to B. Ingerman, others re Dow public record request (.1); Receipt and review of emails (3) from B. Ingerman re Dow record request (.3); Receipt and review of email from T. Folsom re L. Boyce agreement (.1); Receipt and review of email from TCC Public Records re Dow record request (.1); Receipt and review of email from T. Gilliam re applicant screening (.1); Review and analysis of L. Boyce agreement (.4); email to T. Folsom re L. Boyce agreement (.1); Review and analysis of Westminster Agreement (.4); email to B. Sloan re Westminster agreement (.1); Receipt and review of email from S. Schroeder re public record case (.1); Receipt and review of emails (2) from R. Tolson re employee complaint (.2); Emails (2) to R. Tolson re employee complaint (.2); Telephone conference with W. Rabon re former student issue (.1);

08/29/2014

BAA

Telephone conference with B. Mabile re ongoing projects (.2); Review various emails as to current status of various matters, contract

5.20 hrs.

reviews, and case updates (.7); Detailed review of proposed leases and amended leases pertaining to Brogan Center project as to City's review of co-location agreements and language to implement (2.0); Telephone conference with Ki. Moore re Brogan Center contract language issues (x2) (.7); Multiple emails to and from Ki. Moore as to recommended contract language for City review of co-location projects for Brogan Center (1.3); Telephone conference with T. Smith re matters under review (.3);

09/02/2014	BAA	Telephone conference with J. Young re trespass warning (.3); Review emails re issues, history, response needed (.4); Review B. Mabile emails, issues to address and follow up (.4) Conference with B. Mabile re issues to address during medical leave (2.0);	3.10 hrs.
09/02/2014	JCK	Receipt and review of email from T. Smith re language in Capital Center lease (.1); Receipt and review of email from Ki. Moore re Capitol Center lease (.1); Receipt and review of email from T. Smith re Gadsden County DSO (.1); Receipt and review of email from E. Eunice re Gadsden County DSO (.1); Telephone conference with T. Smith re pending issues at TCC (.3); Receipt and review of correspondence from Lindsey Wagner re settlement demand in J. Steele/TCC with attached Complaint (.8); Preparation of correspondence to T. Smith re settlement demand re: J. Steele (.4); Conference with W. Mabile re urgent issues during his medical absence (2.2);	4.10 hrs.
09/03/2014	BAA	Review B. Mabile emails, issues to address, follow up (1.0); Correspondence from R. Frazier re J. Young situation, update (.1); Telephone conference with R. Frazier re issue as to J. Young, transcript, course completion and NCCER (.3); Telephone conference with J. Young re no trespass warning in effect (.3);	3.60 hrs.

Correspondence to R. Frazier re J. Young issues (.1); Correspondence from B. Sloan re IDEA contract review (.1); Review and analysis of proposed IDEA contract for review and comment, issues of liability cap, indemnity (.7); Correspondence from B. Sloan re contract for health care students with HCA (.4); Review issues on public records requests to be reviewed (.3); Review issues on other TCC litigation currently ongoing (.3);

09/03/2014	JCK	<p>Receipt and review of email from B. Sloan re TAMS-Witmark contract and MTI contract (.1); Receipt and review of MTI contract (.1); Receipt and review of TAMS-Witmark contract (1.2); Preparation of email B. Sloan re review of TAMS-Witmark contract (.2); Receipt and review of email from B. Sloan re HCA Physician Services Contract (.1); Receipt and review of Academic Affiliation and Rotation Agreement (.8); Receipt and review of Academic Affiliation and Rotation Agreement (PS 90.045) (.4); Receipt and review of HCA Confidentiality and Security Agreement (.4); Preparation of email to B. Sloan re review of HCA documents (.4); Receipt and review of email from T. Smith re USDOE letter on Complaint #04-14-2077 (.1); Receipt, review and analysis of letter from USDOE dismissing Complaint #04-14-2077 (.1); Receipt and review of email from T. Smith re J. Steele Complaint (.1); Receipt and review of email from A. Gaughf re grievance (.1); Receipt and review of 9/3/14 grievance classification for compensation (.4); Receipt and review of email from B. Sloan re Dental Admission program (.1); Receipt and review of proposed addendum for dental students (.3); Preparation of email to B. Sloan re proposed Notice to Health Care students re background check (.2);</p>	5.10 hrs.
09/04/2014	BAA	<p>Review emails to B.Mabile, issues to address as to current litigation files (.5);</p>	0.50 hrs.

09/04/2014	JCK	Receipt and review of email from R. Tolson re dismissal of B. L. case (.1); Preparation of email to R. Tolson re dismissal of B. L. case (.1); Conference with T. Smith re pending TCC issues and procedure to follow during W. Mabile's absence (1.9); Receipt and review of email from R. Tolson re settlement agreement (.1); Receipt and review of executed settlement agreement (.1); Preparation of email to R. Tolson re executed settlement agreement (.1); Telephone conference with S. Search re Davis matter (.5); Receipt and review of email from R. Tolson re response letter to E. Stephens (.1); Receipt and review of TCC Policy 03-01 (.4); Telephone conference with R. Tolson re E. Stephens matter (.3); Receipt and review of email from A. Gaughf re review of TCC: Gear Up 2014-15 MOU with LCSB (.1); Receipt and review of TCC: Gear Up 2014-15 MOU with LCSB (.9); Preparation of correspondence to A. Gaughf re TCC: Gear Up 2014-15 MOU with LCSB (.1); Receipt and review of email from T. Smith re Woodham meeting (.1); Preparation of email to T. Smith re Woodham meeting (.1); Receipt and review of email from T. Smith re Board Agenda (.1);	5.10 hrs.
09/04/2014	BJL	Receipt, review and analysis of correspondence from T. Smith re TCC meeting on 9/8/14 (.1); Preparation of correspondence to T. Smith re TCC meeting on 9/8/14 (.1);	0.20 hrs.
09/05/2014	BAA	Research statutory authority re creation of DSO and authority of board (.7); Review terms & notes as to refinancing proposal for DSO PSHA, terms of mortgage, lease, notes, bond resolution (1.3); Review and analysis of statutory authority for DSO borrowing authority, delegation of authority from Board of Trustees, restrictions on authority (1.3); Telephone conference with T. Smith re borrowing authority of DSO and Board of Trustees (.4);	3.70 hrs.

09/05/2014	JCK	Conference with A. Moran and staff at TCC re public records issues (2.0); Conference with J. Murdaugh re pending issues and potential litigation (.5); Receipt and review of email from T. Smith re J. Steele case and settlement demand (.1); Receipt and review of file materials relating to J. Steele case (.8); Preparation of email to T. Smith re acceptance of service of Summons and Complaint (.1); Receipt and review of email from A. Gaughf re Croley property (.1); Receipt and review of email from R. Tolson re service of Complaint on college (.1); Preparation of email to R. Tolson requesting file materials relating to J. Steele (.1);	3.80 hrs.
09/05/2014	BJL	Telephone call from T. Smith re stormwater drainage meeting on 9/8/14 and issues involving closing documents (.8);	0.80 hrs.
09/05/2014	MK	Analyzed case law regarding whether home addresses of employees of a college are subject to disclosure under Florida Statute 119 (1.6);	1.60 hrs.
09/07/2014	BAA	Review statutory authority for DSO's and borrowing authority (.5); Dictation and preparation of correspondence to T. Smith re refinancing for FHAS, Board of Trustees involvement (.5);	1.00 hrs.
09/08/2014	JCK	Receipt and review of email from R. Tolson re file on J. Steele (.1); Receipt, review and analysis of correspondence from T. Smith to E. Stephens re grievance over equal pay (.1); Telephone conference with T. Smith re firm closing for Gadsden Bond (.3); Review and analysis of case law re faculty/staff and home addresses subject to public record (.7); Receipt and review of L. Valez-Davis investigation and research file for grievance (2.4); Telephone conference with A. Maxwell re public records request for faculty home addresses (.3);	3.90 hrs.

09/08/2014	BJL	Review and analysis of case law on stormwater management, duties re Woodham Building, and file on Croley's claims (3.0); Attend meeting Woodham Building and stormwater issues (1.5);	4.50 hrs.
09/08/2014	MK	Finished analyzing case law regarding whether home addresses of employees of a college are subject to disclosure under Florida Statute 119 (1.8); Analyzed Florida law related to exemptions under Florida Statute 119.071 (2.5);	4.30 hrs.
09/09/2014	JCK	Receipt, review and analysis of case law and ALR article on Florida Public Records Act and exemption for HR/Administrative personnel under 119.071, Florida Statute (.8); Telephone call to A. Maxwell re PR exemption for employees processing PR requests (.1);	0.90 hrs.
09/10/2014	JCK	Receipt and review of email re conference on Davis matter (.1); Prepare for conference on Davis matter (1.8); Receipt and review of MOU with Florida DOC (.1); Receipt and review of MOU with Florida DOC (.4); Preparation of email to Chief Summers re MOU (.1);	2.50 hrs.
09/10/2014	BJL	Receipt, review and analysis of Agenda for September 15, 2014 Board of Trustees Meeting (.6);	0.60 hrs.
09/10/2014	MK	Finished analyzing Florida law related to exemptions under Florida Statute 119.071 (.7);	0.70 hrs.
09/11/2014	BAA	Correspondence from T. Smith re issue as to Quincy property (.1); Correspondence from D. Wildes re purchase of property, tax deed, quit claim or quiet title action (.3); Telephone conference with D. Wildes re issues in Quincy property case (2 calls) (.4);	0.80 hrs.
09/11/2014	JCK	Conference with J. Murdaugh and L. Davis (1.4); Conference with J. Chaires-Lacey re HR issues (.8); Receipt and review of email from	4.30 hrs.

TCC to L. Wagner re public records request (.1); Telephone conference with S. Conner re public records request (.3); Receipt and review of email from T. Smith with DSO's and Sunshine Law (.1); Preparation of email to R. Tolson re interviews in Davis matter (.1); Receipt, review and analysis of correspondence from E. Stephens re grievance (.1); Receipt and review of email from R. Tolson re witnesses in Davis grievance (.1); Preparation of email to R. Tolson re witnesses in Davis grievance (.1); Receipt and review of email from B. Sloan re Campus Labs/IDEA Course Evaluation contract (.1); Receipt and review of Campus Labs/IDEA Course Evaluation contract (.9); Preparation of correspondence to B. Sloan re Campus Labs/IDEA Course Evaluation contract (.2);

09/11/2014	MK	Analyzed J. Steele's case file in preparation for discovering potential defenses to cause of action (.6); Analyzed TCC's liability under FCRA in preparation for defenses TCC might assert (3.4);	4.00 hrs.
09/12/2014	BAA	Telephone conference with D. Wildes re property purchase, option agreement, authority (3 calls) (.7); Correspondence from D. Wildes with copy of Tax Ease RE contract (.3);	1.00 hrs.
09/12/2014	JCK	Receipt and review of email from B. Sloan re Campus Labs contract (.1); Receipt and review of email from B. Sloan re privacy law question re student (.4); Receipt and review of email from T. Smith re Gadsden Bond questions concerning PSAH obtaining owners policy in 2004 (.1); Receipt and review of email from J. Chaires-Lacey re employee termination file materials (.1); Receipt and review of proposed termination letter (.3); Receipt and review of statements of parties to employee investigation (.8); Receipt and review of TCC policy 06-14; 06-15; 06-16 (.7); Preparation of email to J. Chaires-Lacey re approval of termination letter	3.20 hrs.

(.4); Preparation of email to B. Sloan re her question concerning HIPAA privacy requirements and medical verification of student's absence (.3);

09/12/2014	MK	Analyzed case law relating to businesses or schools verifying the validity of a doctor's note (2.1); Analyzed case law relating to medical disclosures student's make with physicians (1.8); Analyzed TCC's liability under FCRA in preparation for defenses TCC might assert (1.7);	5.60 hrs.
09/15/2014	BAA	Receipt and review of correspondence from R. Frazier re J. Young letter and possible request for records (x2) (.2); Correspondence from J. Young to TCC re alleged academic fraud (.3); Correspondence to R. Frazier re J. Young request for records (x2) (.4); Correspondence from D. Wildes re Making Awesome lease agreement and default (x3) (.3); Review and analysis of Lease Agreement between Making Awesome and TCC re default, remedies, requirements (.4); Correspondence to D. Wildes re suggested additions to default letter to Making Awesome lease (x3) (.7); Correspondence from D. Wildes re contract for purchase of Quincy property, contingency issues and approval (x3) (.3); Review and analysis of proposed contract for sale and purchase of Quincy property with Tax Ease and quiet title issues (.4); Correspondence from T. Smith re contingency issues on purchase (.1); Telephone conference with D. Wildes re contingencies for purchase, board approval, quiet title action (.3); Dictation and preparation of correspondence to D. Wildes re contract review for Quincy property (.3); Begin review of file material regarding E. Stephens matter (1.2);	4.90 hrs.
09/15/2014	JCK	Receipt and review of email from J. Long re public records requests (.1); Receipt and review of public records request log (.2);	9.10 hrs.

Receipt, review and analysis of correspondence from B. Horgan re public records request (.2); Receipt and review of email from K. Williams re public records request (.1); Telephone conference with K. Williams, A. Maxwell, and J. Long re completing public records request re TCC contractors (.4); Receipt and review of email from A. Gaughf re Tiger Rock Martial Arts contract (.1); Receipt and review of 2014-2015 Tiger Rock Martial Arts contract (.8); Receipt and review of email from T. Smith re Customer Benefit Services, Inc. (.1); Receipt and review of Custom Benefit Services & TCC Agreement - Flexible Benefits (1.0); Receipt and review of email from K. Williams re verification of employment and contract status for P. Murphy and S. Williams (.1); Receipt and review of email from S. Connor re public records request involving non-employees (.1); Preparation of email to T. Smith re Custom Benefit Services, Inc. Agreement (.1); Receipt and review of email from V. Wright re public records request applicable to a vendor (.1); Receipt and review of email from T. Smith re legal call (.1); Telephone call to M. Fry re legal call (.4); Telephone call to T. Smith re reason for Fry telephone call (.1); Preparation of email to B. Sloan re privacy issue (.3); Receipt and review of email from B. Sloan re privacy issue (.1); Receipt and review of email from B. Sloan re copyright issue (.2); Receipt and review of emails and CIP Application Form from faculty member seeking copyrights (.6); Preparation of email to B. Sloan re copyrighted materials (.4); Preparation of email to S. Connor re EEOC claim of V. Wright (.1); Receipt and review of public records request production confirmation (.1); Receipt and review of email from R. Tolson re subsequent employee interviews (.1); Telephone call to T. Smith re Centennial Bank (.2); Telephone conference with M. Fry re

conference with T. Smith (.2); Preparation of email to M. Fry re Centennial Bank (.1); Conference with R. Tolson and J. Chaires-Lacey re student issue at TCC (1.6); Receipt and review of email from T. Smith re Centennial lease (.1); Receipt and review of email from B. Sloan re Science Direct Online Agreement (.1); Receipt and review of Science Direct Online Agreement (.9);

09/15/2014	BJL	Review and analysis of notes from meeting on stormwater drainage (.2); Preparation of correspondence to T. Smith re notes from meeting on stormwater drainage (.1); Telephone call from A. Gaughf re meeting with T. Smith (.1); Attend meeting with T. Smith (1.0); Attend Board Meeting (2.0);	3.40 hrs.
09/15/2014	MK	Analyzed case law relating to employers and/or teachers confirming the validity of a doctor's note or appointment (2.9); Analyzed TCC's liability under FCRA in preparation for defenses TCC might assert (.7);	3.60 hrs.
09/16/2014	BAA	Receipt and review of correspondence from D. Wildes re Tax Ease property and contract (.2); Telephone conference with D. Wildes re needed revisions to contract, contingencies to include (.4); Review and analysis of issues with tax deed, needed warranty deed, limitations and title insurance issues (.8); Dictation and preparation of revisions to Purchase and Sale of Real Property between Tax Ease and TCC (1.0); Dictation and preparation of correspondence to D. Wildes re revisions to contract (.2);	2.60 hrs.
09/16/2014	JCK	Receipt and review of email from D. Wilde re Centennial lease (.1);	0.10 hrs.
09/16/2014	BJL	Receipt and review of correspondence from T. Smith re bond issue (.1); Preparation of correspondence to T. Smith re bond issue (.1); Attend Gadsden County Commission meeting	2.20 hrs.

		re bond issue (2.0);	
09/16/2014	MK	Complete analysis of TCC's liability under FCRA in preparation for defenses TCC might assert (3.4);	3.40 hrs.
09/17/2014	BAA	Review and analysis of information on potential title defects with tax deeds and warranty deeds after tax certificate foreclosure, issues to address (1.0); Correspondence from R. Frazier re J. Young request (.2); Telephone conference with R. Frazier re J. Young request (x2) (.4);	1.60 hrs.
09/18/2014	BAA	Review and analysis of complete file review of E. Stephens equal pay complaint, supporting documentation, classification reviews and correspondence (1.5); Dictation and preparation of correspondence to R. Tolson re investigation, interviews (.3); Review and analysis of material re V. Wright EEOC claim, investigation (.3);	2.10 hrs.
09/18/2014	MK	Analyzed TCC Public Record and Sunshine Law Powerpoint from Pat Gleason presentation (.6);	0.60 hrs.
09/19/2014	BAA	Receipt and review of correspondence from R. Frazier re J. Young letter, review information sent from J. Young (.3); Correspondence to R. Frazier re J. Young request (.2); Receipt and review of correspondence from R. Tolson re E. Stephens complaint and interviews (x3) (.3); Correspondence to R. Tolson re E. Stephens grievance and interviews (x3) (.3); Receipt and review of correspondence from D. Todd re engineering report, site certificate, title issues (.3);	1.40 hrs.
09/19/2014	JCK	Receipt and review of email from R. Tolson re witness interviews in Davis grievance (.1); Receipt and review of email from T. Smith re tenant eviction (.1); Receipt and review of email from D. Wildes re eviction notice (.1); Receipt and review of proposed eviction notice	1.10 hrs.

(.2); Receipt and review of email from D. Wildes re Oak Tree lease (.1); Receipt and review of Oak Tree lease agreement (.4); Preparation of email to D. Wildes re eviction letter (.1); Receipt and review of email from D. Wildes re eviction letter (.1); Receipt and review of email from R. Tolson re Davis witness interviews (.1);

09/22/2014	BAA	Review and analysis of report and materials of H. Wright as to reclassification review, sources used (1.3); Attend interview at TCC of H. Wright (2.5); Attend interview of TCC of R. Tolson (1.3); Attend interview at TCC of E. Stephens (1.5);	6.60 hrs.
09/22/2014	JCK	Receipt and review of email from J. Adams re public record log (.1); Receipt and review of public record log (.2);	0.30 hrs.
09/22/2014	JCK	Telephone call from R. Hatfield re case status re J. Steele (.3); Receipt and review of email from R. Hatfield to T. Smith re coverage re J. Steele case (.1); Receipt and review of email from R. Hatfield to AIG Claims re coverage re J. Steele case (.1);	0.50 hrs.
09/23/2014	BAA	Review and analysis of V. Wright investigative file, prior investigative reports re issues, claims presented (.7);	0.70 hrs.
09/23/2014	JCK	Receipt and review of email from J. Long re the deadline for public record request in Jones matter (.1); Receipt and review of email from A. Moran re public records exemption (.1); Preparation of email to A. Moran re public records exemption (.2); Attend witness conference with E. Durant in Davis grievance (1.5); Attend witness conference with N. Logman in Davis grievance (1.0); Attend witness conference with B. Jensen in Davis grievance (1.0); Conference with R. Tolson re contract employee liability (.4); Receipt and review of email from S. Connor re Jones	4.50 hrs.

		public records request with attached payroll records (.1); Receipt and review of email re Renicker public records request (.1);	
09/23/2014	JCK	Receipt and review of emails from T. Smith re plan coverage re J. Steele case (.2);	0.20 hrs.
09/24/2014	BAA	Correspondence from R. Tolson with additional information as to E. Stephens claim, background data, market research (.8);	0.80 hrs.
09/24/2014	JCK	Receipt and review of email from J. Adams re PP request disclosure to affected employees (.1); Receipt and review of Memorandum of Law from M. Kelly re disclosure of public records request (.4); Preparation of email to J. Adams re production of a Public Record Request Form (.2); Receipt and review of email from J. Adams re public records request from H. Taylor (.1);	0.80 hrs.
09/24/2014	MK	Analyzed case law regarding whether or not a "Request to Produce Form" can be requested as a public record by a third party (3.3);	3.30 hrs.
09/25/2014	BAA	Review and analysis of file material re S. Young EEOC claim, prior investigation, correspondence, documents (.4); Telephone conference with R. Tolson re J. Young investigation, documents (.3); Correspondence to H. Parro re requested extension for response to EEOC (.2); Telephone conference with A. Gaughf re sports sponsorship agreements (.2); Review and analysis of TCC/DOT sports sponsorship contracts separate with FSU/IMG, UF/IMG, U.Miami/IMG, Fox Sports, Miami Heat, Tampa Bay Rays as to legal review (1.2); Telephone conference with A. Bojoczky re contract terms (.2); Dictation and preparation of correspondence to A. Gaughf re review of contracts (.3); Correspondence from R. Tolson re revisions to prior report (x3) re E. Stephens grievance (.5);	3.30 hrs.
09/25/2014	BAA	Correspondence from T. Smith re service of	0.80 hrs.

lawsuit re V. Wright (.1); Review and analysis of new lawsuit served on TCC, docket response re V. Wright (.3); Review and analysis of file information re possible insurance coverage re V. Wright case (.3); Correspondence to T. Smith re notifying insurer carrier re V. Wright case (.1);

09/25/2014 JCK Preparation of email to R. Tolson re memo of subsequent investigation in Velez-Davis grievance (.1); Receipt and review of email from R. Tolson re structure review (.1); Receipt and review of organizational structure of Velez-Davis position by S. Search (.1); 0.30 hrs.

09/25/2014 MK Analyzed case law on precautions a college must take for study abroad program when student is a minor in high school (.8); 0.80 hrs.

09/25/2014 Monthly Fee; 14,583.33

Fees for this matter \$14,583.33

BILLING SUMMARY

Andrews, Ben A.	Partner	43.70 hrs
Knox, J. Craig	Partner	49.80 hrs
Longfellow, B. Joe	Associate	11.70 hrs
Mabile, William R	Attorney	11.70 hrs
Kelly, Michael	Law Clerk	27.90 hrs

Fees	144.80 hrs	\$14,583.33
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Disbursements		\$0.00
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<b>TOTAL CHARGES FOR THIS BILL</b>		<b>\$14,583.33</b>
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