



March 18, 2024

**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 Invoice – Bryant Miller Olive (January 2024)

---

**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 \$2,850.00 for January 2024.

**Recommended Action**

Authorize payment of invoices as presented.



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

Invoice Date: February 8, 2024  
Invoice No. 82710  
Client No. 25480.006

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

Purchase Order No. PO-018021

#### Statement of Legal Services

	Hours
01/02/2024 DMH Review emails from client	0.10
01/05/2024 DMH Review email from Union	0.10
01/05/2024 DMH Review and reply to email from client	0.10
01/05/2024 DMH Attend zoom call with client	0.10
01/10/2024 DMH Review and reply to email	0.10
01/10/2024 DMH Prepare for and attend bargaining	2.10
01/10/2024 DMH Prepare proposal for bargaining	0.50
01/12/2024 DMH Review and reply to email	0.10
01/12/2024 DMH Review grievance	0.10
01/13/2024 DMH Telephone conference with client (C. Grause)	0.20
01/15/2024 DMH Draft email to client	0.10
01/15/2024 DMH Telephone conference with client (J. Murdaugh)	0.30
01/18/2024 DMH Prepare for and attend meeting with client / grievance	0.80
01/18/2024 DMH Draft email to client	0.10
01/18/2024 DMH Review grievance / Baglione	0.30
01/19/2024 DMH Review and reply to emails from client	0.10
01/22/2024 DMH Telephone conference with client (C. Grause, C. Stringer, B. Wills, N. Davis)	0.30
01/22/2024 DMH Review and reply to email from UFF	0.10

Tallahassee Community College

Invoice Date: February 08, 2024  
Invoice No. 82710  
Client No. 25480.006

01/22/2024	DMH	Draft email to client and review reply	0.10	
01/23/2024	DMH	Draft emails to client and review reply	0.10	
01/23/2024	DMH	Review email from Union	0.10	
01/23/2024	DMH	Analyze issue of dual grievances	0.50	
01/24/2024	DMH	Review email from client	0.10	
01/26/2024	DMH	Prepare for and attend zoom call	0.50	
01/29/2024	DMH	Draft settlement of grievance and email to client	0.60	
01/29/2024	DMH	Prepare for and attend bargaining	2.20	
01/30/2024	DMH	Legal research regarding obligation to provide supporting information for grievance	1.30	
01/31/2024	DMH	Draft email to client	0.10	
01/31/2024	DMH	Review email from client with attachment and reply	0.20	
<b>Current Services</b>			<b>11.40</b>	<b>\$2,850.00</b>

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	11.40	\$250.00	\$2,850.00

Payments

01/23/2024	Payment	ACH rec'd 1/23/24 Invoice 82294	1,317.50
			<hr/>
			1,317.50

Total Current Work	<hr/>	\$2,850.00
Previous Balance Due		\$875.00
Balance Due		<hr/>
		\$3,725.00

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

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