



January 16, 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 (November 2023)

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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 \$1,317.50 for November 2023.

**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: December 8, 2023  
 Invoice No. 82294  
 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
11/01/2023	DMH	Draft email to client	0.10
11/01/2023	DMH	Prepare for bargaining	0.30
11/01/2023	DMH	Attend bargaining	1.30
11/03/2023	DMH	Review and reply to email from UFF	0.10
11/03/2023	DMH	Draft email to client	0.10
11/06/2023	DMH	Review emails from client and respond	0.10
11/06/2023	DMH	Draft emails to client and Union	0.10
11/20/2023	DMH	Prepare for and attend zoom bargaining and meetings with client	2.60
11/21/2023	DMH	Telephone conference with client (C. Grause)	0.40
11/22/2023	BRR	Review email confirming bargaining/zoom	0.10
11/22/2023	DMH	Review and reply to email	0.10
<b>Current Services</b>			5.30
			\$1,317.50

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	5.20	\$250.00	\$1,300.00
Beatriz R. Ramirez	0.10	\$175.00	\$17.50

Total Current Work	\$1,317.50
Previous Balance Due	\$1,360.00

Tallahassee Community College

Invoice Date: December 08, 2023

Invoice No. 82294

Client No. 25480.006

Balance Due

\$2,677.50

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