

September 15, 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 (August 2025)

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 \$375 for August 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: September 2, 2025
 Invoice No. 86583
 Client No. 25480.002

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

Statement of Legal Services

			Hours
07/02/2025	DMH	Analyze issue / grievance	0.10
07/02/2025	DMH	Draft email to Union and review reply	0.10
07/03/2025	DMH	Review and reply to email from UFF	0.10
08/01/2025	DMH	Review and reply to email from Union	0.10
08/04/2025	DMH	Review Arbitrator information	0.60
08/06/2025	DMH	Telephone conference with UFF/ arbitration	0.20
08/06/2025	DMH	Review email from client and reply	0.10
08/06/2025	DMH	Review UFF's email to AAA	0.10
08/19/2025	DMH	Review emails and reply / grievance	0.10
08/19/2025	DMH	Review and reply to email from client	0.10
08/20/2025	DMH	Review letter from arbitrator about dates	0.10
08/20/2025	DMH	Draft email to client	0.10
Current Services			1.80
			\$450.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	1.80	\$250.00	\$450.00

Payments

08/07/2025	Payment	ACH rec'd 8/7/25 Invoice 85777	75.00
08/29/2025	Payment	ACH rec'd 8/29/25 Inv 86396	1,527.50
			1,602.50

Tallahassee State College

Invoice Date: September 02, 2025
Invoice No. 86583
Client No. 25480.002

Total Current Work	\$450.00
Previous Balance Due	(\$75.00)
Balance Due	\$375.00

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