

March 23, 2026

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 (February 2026)

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 \$1,010.00 for February 2026.

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: March 2, 2026
 Invoice No. 87692
 Client No. 25480.002

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

Statement of Legal Services

			Hours	
02/12/2026	DMH	Review documents and CBA to prepare for arbitration	1.10	
02/12/2026	DMH	Review Policy / AI technology	0.20	
02/12/2026	DMH	Draft email to client	0.10	
02/13/2026	DMH	Review policies and CBA	0.30	
02/17/2026	DMH	Draft email to client / policy	0.10	
02/19/2026	DMH	Review and reply to email regarding policy	0.10	
02/20/2026	BRR	Locate 2024-2025 CBA w/strike out and underlines and Board Package from 10/21/26 agenda	0.30	No Charge
02/20/2026	DMH	Prepare for and attend Zoom call	1.20	
02/20/2026	DMH	Draft email to UFF and review reply	0.10	
02/20/2026	DMH	Review documents	0.30	
02/24/2026	DMH	Draft email to client / arbitration	0.10	
02/24/2026	DMH	Draft email to UFF / arbitration	0.10	
02/25/2026	BRR	Review AAA and Arbitrator's cancelation policy / Summer Arbitration	0.10	
02/25/2026	BRR	Draft email to N. Davis regarding prep meeting, review response / Summer Arbitration	0.10	
Current Services			3.90	\$960.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	3.70	\$250.00	\$925.00
Beatriz R. Ramirez	0.20	\$175.00	\$35.00

Tallahassee State College

Invoice Date: March 02, 2026
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Payments

10/29/2025	Payment	ACH rec'd 10/29/25 Inv 86775, 86776	375.00
			<hr/> 375.00
	Total Current Work		<hr/> \$960.00
	Previous Balance Due		\$0.00
	Balance Due		<hr/> \$960.00

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



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

Invoice Date: March 9, 2026
 Invoice No. 87732
 Client No. 25480.006

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

Purchase Order No. PO-023898

Statement of Legal Services

			Hours		
02/25/2026	DMH	Review email from UFF	0.10		
02/25/2026	DMH	Review email from client	0.10		
Current Services			0.20	\$50.00	
Recapitulation					
	<u>Timekeeper</u>		<u>Hours</u>	<u>Rate</u>	<u>Total</u>
	Denise M. Heekin		0.20	\$250.00	\$50.00
Payments					
03/06/2026	Payment	ACH rec'd 3/6/26 Inv 87510		1,850.00	
				1,850.00	
Total Current Work				\$50.00	
Previous Balance Due				\$0.00	
Balance Due				\$50.00	

Tallahassee State College

Invoice Date: March 09, 2026
Invoice No. 87732
Client No. 25480.006

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