



September 20, 2010

MEMORANDUM

TO: District Board of Trustees
FROM: Barbara R. Sloan, President *BRS*
SUBJECT: Attorney Invoice - Andrews, Crabtree, Knox & Andrews, LLP

Item Description:

Request for approval to pay the Board's attorney.

Overview:

On a monthly basis, the Board's attorney submits an invoice for services provided.

Salient Facts:

The College's attorney is hired by the Board under the authority of Section 1001.64(25), Florida Statutes, and for this reason invoices are brought for approval.

Past Actions:

Attorney fees and expenses charged in fiscal year 2010-2011, through 8/30/2010 total \$14,831.35.

Future Actions:

Monthly Invoices will be presented as they are submitted by the attorney.

Funding/Financial Matters:

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$9,440.00.

Staff Resource:

Teresa Smith

Recommended Action:

Authorize payment of invoice as presented.

ANDREWS, CRABTREE, KNOX & ANDREWS, LLP

P.O. BOX 12800
TALLAHASSEE, FL 32317
TAX ID #59-3621660

September 1, 2010

Jerry Schilling
Assistant Vice President for Administrative Services
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

Invoice# 9360 WRM
Our file# T00007 02276
Billing through 08/31/2010

Tallahassee Community College (General)

FOR PROFESSIONAL SERVICES RENDERED

08/02/2010	WRM	E-mails (2) to S. Heath re: CCLA building roof leaks litigation (.2); Receipt and review of e-mail from S. Heath re: CCLA building roof leaks litigation (.1); Telephone conference with T. Smith re: CCLA cyberdata (.2); Receipt and review of order scheduling Case Management Conference in H.E. whistleblower case (.1); Receipt and review of notice of withdrawal of trial readiness in H.E. whistleblower case (.1); Receipt and review of e-mail from G. Wells re: Think Creative agreement (.1); Review Think Creative agreement (.1); Telephone conferences (2) with R. Tolson re: absenteeism, FMLA (.2); E-mail to G. Wells re: Think Creative agreement (.1); Receipt and review of e-mail from R. Tolson re: absenteeism, FMLA (.1); Review documents re: grievance, evaluation (.1); Receipt and review of e-mails (3) from T. Smith re: CCLA building roof leaks litigation (.3); E-mail to T. Smith re: CCLA building roof leaks litigation (.1);	1.80 hrs.	270.00
08/03/2010	WRM	Receipt and review of e-mails (4) from S. Heath re: CCLA building lease (.4); Receipt and review of e-mails (2) from B. Lesko re: Samuel French contract (.2); Review authorities re: ratification by Board (.2);	2.50 hrs.	375.00

E-mail to B. Sloan re: ratification by Board (.1); Review and analysis of Samuel French Agreement (stage production) (.4); E-mail to B. Lesko re: S. French Agreement (.1); Telephone conference with G. Wells re: student suspension (.1); Review portions of Avalanche Partnership/TCC Lease (.3); Telephone conference with E. Eunice re: suspended student (.2); Telephone conference with B. Thomas re: suspended student (.1); Telephone conference with S. Heath re: CCLA roof litigation (.3); E-mail to T. Smith re: CCLA roof litigation (.1);

08/04/2010	WRM	<p>Receipt and review of e-mail from T. Smith re: CCLA Cyber issue (.1); Review and analysis of construction documents, roof warranty re: CCLA roof litigation (.4); Receipt and review of e-mail from T. Smith re: CCLA Cypber issue (.1); E-mail to T. Smith re: CCLA Cyber issue (.1); Conference with T. Smith, B. Jones, C. Prince, J. Schilling re: CCLA issues (.9); Dictation and preparation of correspondence to S. Fisher re: Security Company litigation (.2); Receipt and review of e-mail from B. Jones re: CCLA roof leaks issue (.1); E-mail to S. Heath re: CCLA roof leak litigation (.1);</p>	2.00 hrs.	300.00
08/05/2010	WRM	<p>Receipt and review of e-mails (4) from B. Jones re: CCLA Cyber issue (.4); Receipt and review of e-mails (3) from T. Smith re: CCLA Cyber issue (.3); E-mails (2) to B. Jones re: CCLA Cyber issue (.3); Receipt, review and analysis of correspondence from B. Arnold re: CCLA Cyber issue plan agreement (.1); E-mail to T. Smith re: CCLA Cyber issue plan agreement (.1); Receipt and review of e-mail from L. Kling re: ratification procedure, service procedure (.1); Telephone conferences (2) with L. Kling re: ratification procedure, service procedure (.2); Telephone conference with T. Stallworth re: architect contract (.2); Conference with R. Tolson re: employee issues (.3); Receipt and review of e-mail from G.</p>	3.00 hrs.	450.00

Wells re: CCLA cyber issue (.1); Receipt and review of e-mail from T. Stallworth re: architect contract (.1); Receipt and review of report from T. Gray re: H.E. whistleblower case (.2); E-mail to T. Gray re: H.E. whistleblower case (.1); Analysis: EMO architect contract - future activities (.4); Receipt and review of e-mail from T. Gray re: H.E. whistleblower case (.1);

08/06/2010	WRM	Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); Receipt and review of e-mail from T. Smith re: CCLA Cyber issue with three response documents (.3); Prepare provisions for architect contract (.2); Receipt and review of e-mail from T. Folsom re: Johnson's catering and Wally's World of Entertainment agreements (.1); Review Florida Statutes re: CCLA Cyber issue (.2); E-mail to T. Smith in CCLA Cyber issue (.1); Review Johnson's catery and two Wally's World agreements (.3); E-mail to T. Folsom re: Johnson's Catering and Wally's World agreement (.1); Receipt and review of e-mail from S. Jefferson re: student discipline (.1); E-mail to S. Jefferson re: student discipline (.1); Receipt and review of e-mail from T. Smith re: CCLA Cyber issue (.1); Telephone conference with S. Jefferson re: student discipline (.1); Telephone conference with S. Heath re: CCLA roof leak litigation (.3); Receipt and review of e-mails (2) from T. Gray re: H.E. whistleblower case (.2);	2.30 hrs.	345.00
08/09/2010	WT	Preparation of correspondence to T. Smith re: intellectual property attorney change of firms;	0.10 hrs.	5.00
08/09/2010	WRM	Telephone conferences (3) with S. Jefferson re: student issue (.3); Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); E-mail to S. Heath re: CCLA roof litigation (.1); Conference with T. Stallworth re: master plan architect contract (.4); Receipt and review of Board Agenda for 8/16/10 (.1);	4.10 hrs.	615.00

Telephone conference with L. Kling re: Board Agenda for 8/16/10 (.1); Receipt, review and analysis of correspondence from B. Newman re: intellectual property attorney (.1); Telephone conferences (2) with S. Heath re: CCLA roof litigation (.2); Preparation of master plan architect agreement (.4); Telephone conferences (2) with R. Meyer re: in-state tuition questions (.3); Telephone conferences (2) with S. Rowland re: in-state tuition questions (.2); Telephone conference with T. Smith re: intellectual property attorney (.1); Receipt and review of e-mail T. Gray re: M.U. whistleblower case (.1); Receipt and review of e-mails (2) from R. Tolson re: M.U. whistleblower case (.2); Dictation and preparation of report on administrative actions/litigation (.5); Receipt and review of e-mail from G. Wells re: intellectual property attorney (.1); Review and sign designation re: intellectual property attorney (.1); Receipt and review of e-mail from C. Easley re: pharmacy tech agreement (.1); Telephone conference with R. Tolson re: employee issues (.1); Review Walgreens and Pharmanesion pharmacy tech training agreements (.4); E-mail to C. Easley re: Walgreens and Pharmanesion pharmacy tech agreements (.1);

08/10/2010	WRM	<p>Conference with R. Tolson re: claim investigation (.6); Review and analysis of e-mail from C. Easley re: Walgreens and Pharm-america intern proposal (.1); Review, revise master plan architect agreement (.2); Telephone conferences with B. Thomas re: suspended student (.3); Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); E-mail to S. Heath re: CCLA roof litigation (.1); Receipt and review of e-mail from T. Gray re: new complaint in H.E. whistleblower case (.1); Receipt and review of e-mail from T. Gray re: updated plan in M.U. case (.1); Receipt and review of e-mail from S.</p>	2.60 hrs.	390.00
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Jefferson re: student admission (.1); Telephone conference with P. Ball re: suspended student (.1); Conference with E. Eunice re: suspended student (.2); Conference with S. Jefferson re: suspended student (.2); Conference with S. Rowland re: employee complaint (.1); Receipt and review of e-mail from R. Tolson re: H.E. whistleblower case (.1); E-mail to T. Gray re: H.E. whistleblower case (.1); Conference with B. Jones re: CCLA roof litigation, cyber issue (.1);

08/11/2010	WRM	<p>Telephone conferences (2) with T. Smith re: employee issue (.4); Telephone conferences (3) with S. Rowland re: employee complaint (.5); Telephone conference with T. Kinsey re: employee complaint (.1); Telephone conferences (2) with B. Thomas re: suspended student (.5); Receipt and review of e-mail from P. Ball re: representation of suspended student (.1); Receipt and review of e-mail from T. Stallworth re: architect content master plan (.1); Review revisions to architect contract matter plan (.1); Telephone conference with W. Rabon re: student application for admission (.2); Receipt and review of e-mail from M. Turner re: second amended complaint in H.E. case (.1); Telephone conference with R. Tolson re: H.E. whistleblower suit (.2); Receipt and review of e-mail from R. Tolson re: H.E. whistleblower suit (.1);</p>	2.40 hrs.	360.00
08/12/2010	WRM	<p>Telephone conference with S. Rowland re: employee complaint (.1); Telephone conference with D. Wagner re: employee complaint (.2); E-mail to R. Tolson, S. Rowland re: employee complaint resolution (.2); Receipt and review of e-mail from S. Rowland re: employee complaint (.1); E-mail to S. Rowland re: employee complaint resolution (.1); E-mail to W. Rabon re: review of student applicant records (.1); Telephone conference with W. Rabon re: review of student applicant records (.1); Receipt and</p>	1.10 hrs.	165.00

review of e-mail from T. Smith re: CCLA
Cyber issue (.1); Telephone conference with T.
Smith re: CCLA Cyber issue (.1);

08/13/2010	WRM	Telephone conference with R. Tolson re: Presidential search (.1); Telephone conferences (2) with T. Smith re: public record request (.3); Telephone conference with L. Kling re: voting procedure question (.1); Telephone conference with B. Sloan re: voting procedure (.1); Receipt and review of e-mail from B. Sloan re: voting procedure (.1); Analysis of public record request and timing (.5); Receipt and review of e-mails (2) from T. Gray re: H.E. whistleblower case (.2); Receipt and review of e-mail from V. Reichel re: CCLA roof litigation (.1); Receipt and review of e-mail from R. Tolson re: H.E. whistleblower case (.1); E-mail to T. Gray/R. Tolson re: H.E. whistleblower case (.1);	1.70 hrs.	255.00
08/16/2010	BJL	Review and analysis of contractual duties;	0.80 hrs.	120.00
08/16/2010	WRM	Telephone conferences (2) with R. Brooks re: resolutions of K. M. EEOC matter (.2); Receipt and review of e-mail from R. Tolson re: H.E. case amended complaint (.1); E-mail to R. Tolson re: H.E. case amended complaint (.1); Receipt and review of e-mails (4) from S. Jefferson re: student registration (.4); E-mails (3) to S. Jefferson re: student registration (.3); Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); Receipt and review of proposed agreement between TCC and Avalanche (.2); Analysis of H.E. case second amended complaint (.3); Receipt and review of e-mails (2) from S. Jefferson re: CSC Agreement (.2); E-mail to T. Gray re: affidavit in support of H.E. second amended complaint (.1); Review and analysis of Career Services Central Agreement (.3); E-mails (2) to S. Jefferson re: CSC Agreement (.2); E-mail to T. Smith re: proposed Avalanche/TCC agreement (.1); E-mail to S. Heath re: proposed	7.50 hrs.	1,125.00

Avalanche/TCC agreement (.1); Telephone conference with S. Jefferson re: CSC Agreement (.1); Review 8/16/10 Board Agenda (.6); Review and sign notice - to EEOC - K.M. EEOC matter (.1); Telephone conference with T. Smith re: proposed TCC/Avalanche Agreement (.1); Telephone conference with R. Tolson/T. Gray re: second amended H.E. complaint (.4); Analysis: student admission question (.4); Receipt and review of e-mail from J. Chapin re: part-time instructions new contract form (.1); Conference with S. Jefferson, E. Eunice, W. Rabon re: student admission issue (.5); Conference with S. Jefferson re: CSC Agreement (.2); Attend Board of Trustees Business Meeting (2.3);

08/17/2010	WRM	Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); Telephone conference with R. Tolson re: student request for records, student's suspension and history (.2); Receipt and review of e-mails (2) from S. Jefferson re: student admission (.2); E-mail to S. Jefferson re: student admission (.1); E-mail to T. Smith re: CCLA roof litigation (.1); Analysis: procurement amount question (.3); Telephone conference with T. Smith re: Avlanche/CCLA roof litigation (.2); Analysis: proposed Avalanche/TCC Agreement (.4); E-mail to S. Heath re: proposed Avalanche/TCC Agreement (.1); Review and analysis of TCC non-credit instructor contract (.4); E-mail to J. Chapin re: non-credit instructor contract (.1); Receipt and review of e-mail from J. Chapin re: non-credit instructor contract (.1); Telephone conference with S. Jefferson re: student admission issue (.1);	2.40 hrs.	360.00
08/18/2010	WRM	Receipt and review of e-mail from D. Ware re: visiting foreign instructor (.1); E-mail to F. Brown re: visiting foreign instructor (.1); E-mail to C. Easley re: CVS/PharmAmerica training agreements (.1); Review CVS training	3.50 hrs.	525.00

agreement (.2); Telephone conference with S. Jefferson re: Quincy House Contract (.1); Receipt and review of e-mail from T. Folsom re: Quincy House Lease (.1); Receipt and review of e-mail from S. Heath re: CCLA roof litigation (.1); Telephone conference with B. Sloan re: student admission issue (.1); Receipt and review of e-mail from S. Jefferson re: student admission issue (.1); Analysis - student admission issue (.6); E-mail to B. Sloan re: student admission issue (.2); Receipt and review of e-mail from B. Sloan re: student admission issue (.1); Analysis: Quincy House Lease, First and Second Amendments to Lease (1.0); E-mails (2) to T. Folsom re: Quincy House Lease (.3); Receipt and review of e-mails (3) from C. Easley re: CVS/PharmAmerica Training Agreement (.3);

08/19/2010	WRM	<p>Receipt and review of e-mails (2) from C. Easley re: CVS Affiliation Agreement (.2); Review (brief) portions of Affiliation Agreement (.1); E-mail to C. Easley re: CVS Affiliation Agreement (.1); Receipt and review of e-mails (3) from S. Jefferson re: student admission issue (.3); E-mails (2) to S. Jefferson re: student admission issue (.2); Receipt and review of e-mail from R. Frazier re: Brevard C.C. subcontract (.1); Receipt and review of e-mail from F. Brown re: visa for foreign instructor (.1); E-mail to M. Finklestein re: visa for foreign instructor (.1); Telephone conference with M. Finklestein re: foreign instructor visa (.2); Review and analysis of Brevard CC subcontract-NSF-engery technician workforce (.5); Telephone conference with R. Murgu re: foreign instructor visa (.1); E-mail to R. Frazier re: Brevard CC subcontract (.1); E-mails (2) to D. Ware re: foreign instructor visa (.2); Receipt and review of e-mail to D. Ware re: foreign instructor visa (.1);</p>	2.40 hrs.	360.00
08/20/2010	WRM	<p>Telephone conference with B. Sloan re: former</p>	1.90 hrs.	285.00

employee behavior (.1); Telephone conference with R. Tolson re: Presidential Selection meeting (.1); Receipt and review of e-mail from T. Stallworth re: Gadsden Re-Entry Center (.1); E-mail to T. Stallworth re: Gadsden Re-Entry Center (.1); Receipt and review of e-mails (2) from S. Rowland re: in-state tuition question (.2); Receipt and review of e-mails (2) from T. Gray re: H.E. whistleblower case (.2); E-mail to T. Gray re: H.E. whistleblower case (.1); Analysis: non-U.S. citizen residency for in-state tuition (.7); Telephone conferences (2) with S. Rowland re: non-U.S. citizen tuition question (.2); Receipt and review of e-mail from M. Turner re: H.E. whistleblower case (.1);

08/23/2010	WRM	<p>Telephone conference with R. Tolson re: M.U. case, deposition/mediation (.1); Telephone conference with J. Schilling re: M.U. case deposition/mediation (.1); Receipt and review of e-mail from B. Sloan re: denial of student admission (.1); E-mail to B. Sloan re: denial of student admission (.1); Review of Family Educational Rights and Privacy Act (.3); E-mail to S. Jefferson re: FERPA and denial of student admission (.2); Receipt, review and analysis of correspondence from S. Jefferson re: denial of student admission (.1); Receipt and review of e-mails (2) re: denial of student admission (.2); E-mail to S. Jefferson re: denial of student admission (.1); Telephone conference with T. Smith re: CCLA roof litigation (.1); Telephone conferences (2) with T. Gray re: M.U. case, deposition/mediation (.3);</p>	1.70 hrs.	255.00
08/24/2010	WRM	<p>Receipt and review of e-mails (2) from T. Smith re: CCLA roof litigation (.2); Receipt and review of e-mail from B. Holliman re: contact information (.1); Receipt and review of e-mail from B. Mullooney re: community college attorneys' meeting (.1); Receipt and review of e-mail from J. Schilling re: personal</p>	3.80 hrs.	570.00

injury claim (.1); Review accident/incident report re: personal injury claim (.3); Telephone conference with T. Smith re: employee grievance (.2); E-mail to J. Schilling re: personal injury claim (.1); Receipt and review of e-mails (5) from S. Jefferson re: student admission (.5); E-mails (3) to S. Jefferson re: student admission (.3); Receipt and review of e-mails (2) from T. Smith re: notice of personal injury claim (.2); E-mail to T. Smith re: notice of personal injury claim (.1); Receipt and review of e-mail from G. Wells re: Tallahassee Orthopedic Clinic contract (.1); Review and analysis of Tallahassee Orthopedic Clinic contract and related Florida statutes (.3); E-mail to G. Wells re: Tallahassee Orthopedic Clinic contract (.2); Receipt and review of e-mails (2) from J. Chapin re: CVS PharmTech Agreement (.2); Review CVS PharmTech Agreement - indemnity provision (.1); E-mail to J. Chapin re: CVS PharmTech Indemnity provision (.2); Telephone conferences (2) with S. Heath re: CCLA roof litigation (.2); E-mails (2) to T. Smith re: CCLA roof litigation (.3);

08/25/2010	WRM	Telephone conference with D. Dunlap re: CCLA roof litigation (.2); E-mail to T. Smith re: CCLA roof litigation (.1); Receipt and review of e-mail from B. Mallowney re: college attorney's meeting (.1); Receipt and review of e-mails (2) from G. Wells re: CCLA/Social Security numbers (.2); E-mail to G. Wells re: CCLA/Social Security numbers (.1); Telephone conference with T. Smith re: CCLA Litigation/Social Security number (.2);	0.90 hrs.	135.00
08/26/2010	WRM	E-mail to S. Heath re: CCLA roof litigation - assignment (.1); Telephone conference with S. Heath re: CCLA roof litigation (.2); Receipt and review of e-mail from S. Heath re: CCLA roof litigation warranty (.1); Review roof warranty assignment clause re: CCLA roof litigation (.1); E-mail to T. Smith re: CCLA	2.60 hrs.	390.00

roof litigation warranty (.1); Receipt and review of e-mail from R. Tolson re: employee evaluation (.1); Receipt and review of e-mail from M. Turner re: H.E. whistleblower case (.1); Review employee evaluation and related correspondence (.2); Telephone conferences (2) with employee evaluation, various HR issues (.4); Telephone conference with T. Smith re: CCLA roof litigation (.1); Review discovery requests in H.E. whistleblower case (.1); E-mail to S. Heath re: CCLA roof litigation (.1); Receipt and review of e-mail from M. Turner re: M.U. whistleblower/discrimination cases (.1); Receipt and review of discovery requests in M.U. cases (.1); Receipt and review of motion to strike/answer/defenses in H.E. case (.2); Telephone conference with T. Smith re: computer filter issues (.3); Receipt and review of e-mail from M. Turner re: deposition of plaintiff in H.E. case (.1); Receipt and review of e-mail from M. Turner re: deposition of plaintiff in M.U. case (.1);

08/27/2010	BJL	Review and analysis of laws and ordinances affecting internet usage;	2.10 hrs.	315.00
08/27/2010	WRM	Receipt and review of e-mail from J. Schilling re: personal injury claim (.1); E-mail to J. Schilling re: personal injury claim (.1); E-mails (2) to T. Smith re: internet filters (.2); Receipt and review of e-mails (2) from T. Smith re: internet filters (.2); Receipt and review of e-mail from T. Folsom re: NOPAC Talent contract (.1); Review NOPAC Talent contract (.3); E-mail to T. Folsom re; NOPAC Talent contract (.1); Telephone conference with S. Heath re: CCLA roof litigation (.2); Receipt and review of e-mails (2) from B. Lesko re: Fine Arts Ticketing Agreement (.2); E-mail to T. Smith re: CCLA roof litigation (.1); Analysis applicability of CIPA - Children's Internet Protection Act to TCC (1.2); Review and analysis of Fine Arts	3.30 hrs.	495.00

Ticketing Agreement (.2); E-mail to B. Lesko re: Fine Arts Ticketing Agreement (.1); Telephone conference with T. Smith re: CCLA roof litigation (.1); Telephone conference with D. Dunlap re: CCLA roof litigation (.1);

08/30/2010	BJL	Review and analysis of case law re: on campus speech;	1.70 hrs.	255.00
08/30/2010	WRM	Telephone conference with F. Brown re: campus speaker (.1); E-mail to T. Smith re: internet filters (.1); Review and analysis of internet filters (.2); Analysis: campus speaker (1.0); E-mail to T. Smith re: CCLA roof litigation (.1); Receipt and review of e-mail from T. Smith re: CCLA roof litigation (.1); Telephone conference with J. Diaz re: K.M. EEOC claim (.1); E-mail to J. Murdaugh, others re: K.M. EEOC claim (.1); Receipt and review of e-mail from J. Murdaugh re: K.M. EEOC claim (.1);	1.90 hrs.	285.00
08/31/2010	WRM	Telephone conference with R. Smith re: CCLA roof litigation (.1); Telephone conferences (5) with D. Dunlap re: CCLA roof litigation (.6); Analysis: request for speaking opportunity (.5); E-mail to F. Brown re: request for speaking opportunity (.2); E-mail to T. Smith re: CCLA roof litigation (.1); Receipt and review of e-mails (3) from T. Smith re: CCLA roof litigation (.3); Receipt and review of e-mail from F. Brown re: request for speaking opportunity (.1); Telephone conferences (2) with R. Tolson re: employee complaints (.5); Telephone conference with T. Smith re: CCLA roof litigation (.1); E-mails (2) to T. Smith re: CCLA roof litigation (.2); Telephone conference with J. Schilling re: former employee questions (.1); E-mail to T. Gray re: M.U. whistleblower case (.1);	2.90 hrs.	435.00
			Fees for this matter	\$9,440.00

BILLING SUMMARY

Jerry Schilling

Invoice# 9360 Page 13

Longfellow, B. Joe Associate 4.60 hrs 150.00 /hr \$690.00

Mabile, William R Attorney 58.30 hrs 150.00 /hr \$8,745.00

Taylor, Winifred Paralegal 0.10 hrs 50.00 /hr \$5.00

Fees 63.00 hrs \$9,440.00

Disbursements \$0.00

TOTAL CHARGES FOR THIS BILL

\$9,440.00

Fees Billed Fiscal Year to Date \$ 14,780.00

Expenses Billed Fiscal Year to Date 51.35

Fees Received Fiscal Year to Date \$ 31,930.00

Expenses Received Fiscal Year to Date 59.85