



CITY OF SOMERVILLE, MASSACHUSETTS
HUMAN RESOURCES DEPARTMENT
KATJANA BALLANTYNE
MAYOR

ANNE GILL
DIRECTOR

ELLEN COLLINS
DEPUTY DIRECTOR

January 24, 2023

To: City Council Members of the Finance Committee
From: Human Resources, Director Anne Gill
Re: Providing information regarding the below prior year invoices (documentation attached)

22-2062- Requesting approval to pay a prior year invoice totaling \$4,950 using available funds in the Human Resources Arbitration Services Account for FY 2022 arbitration services.

The Mayor respectfully requests that this Council approve the use of funds in the Human Resources Arbitration Services Account (0115252-530017) to pay a FY22 invoice totaling \$4,950.00 to Gary D. Altman for arbitration services. The invoice wasn't paid within the fiscal year because the invoice was recently received by Human Resources for payment.

22-2061- Requesting approval to pay a prior year invoice totaling \$3,012.03 using available funds in the Human Resources Professional & Technical Services Account for May 2021 Employee Assistance Program.

The Mayor respectfully requests that this Council approve the use of funds in the Human Resources Professional & Technical Services Account (0115252-530000) to pay a FY21 invoice totaling \$3,012.03 to New Directions for May 2021 Employee Assistance Program. The invoice wasn't paid within the fiscal year because there was a contractual update and accounts had to be reconciled.

22-2060- Requesting approval to pay prior year invoices totaling \$358 using available funds in the Human Resources Professional & Technical Services Account for pre-employment placement exams and drug screens

The Mayor respectfully requests that this Council approve the use of funds in the Human Resources Professional & Technical Services Account (0115252-530000) to pay a FY22 invoice totaling 358.00 to Cambridge Health Alliance Occupational Health for pre-employment placement exams and drug screens. The invoice wasn't paid within the fiscal year because it was not received by the City until September 15, 2022.

HR currently has \$1,807.00 available in FY22 funding; the invoice attached is for \$2,165.00. HR is requesting \$358.00 as it is the difference needed to pay the invoice.

CORRECTED ARBITRATOR'S BILL

This bill is submitted on behalf of the arbitrator.
Please make your check payable to, and mail directly to the arbitrator.

Arbitrator Gary D. Altman Case Number 01-20-0000-0976
Address 91 Coolidge Street Number of Grievances: _____
Brookline, MA 02446-5805 Grievance No. _____

UNION



EMPLOYER

City of Somerville

ARBITRATOR'S COMPENSATION

Number of hearing days: 2 @ \$2,200.00 = \$ 4,400.00

Hearing dates: March 9, and April 29 2022

Study/Preparation Days 2.5 @ \$2,200.00 = \$ 5,500.00

Fee \$ 9,900.00

ARBITRATOR'S EXPENSES

Mileage and Parking \$

Hotel \$

Meals \$

Other (specify) \$

Expenses \$

TOTAL \$ 9,900.00

PAYABLE BY THE EMPLOYER \$ 4,950.00

PAYABLE BY THE UNION \$ 4,950.00

Arbitrator's Signature  Date 7/30/2022



City of Somerville Parent
93 Highland Avenue
SOMERVILLE MA 02143

Date: Aug 2, 2021
Invoice Number: INV-17487
Customer Number: EC23650

Line	Product	Description	Quantity	Net Price	Net Value
10	20000000	Monthly 05/21-05/21	2,049 Headcount	1.47 USD / 1 Headcount	3,012.03 USD
	List Price		1.47 USD / 1 Headcount		3,012.03 USD
	No cash discount allowed				

Total **3,012.03 USD**

Payment Terms: Payable immediately due net

Remit to: New Directions PO Box 87-0195, Kansas City, MO 64187-0195 / TIN: 43-1698690

Billing Inquiries: AReceivable@ndbh.com

CHA Occupational Health
 5 Middlesex Ave
 Somerville, MA 02145
 Phone: 617-591-4660
 FEIN: 04-3320571

Invoice
 September 15, 2022

Bill to: Eleni Grams
 City of Somerville
 93 Highland Avenue
 Somerville, MA 02143-

For: City of Somerville
 June 2022

Invoice # 6684

<u>Proc Code</u>	<u>Date</u>	<u>Description</u>	<u>Qty</u>	<u>Charge</u>	<u>Receipt</u>	<u>Adjust</u>	<u>Balance</u>
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/16/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/29/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/21/2022	No Show/Cancellation Fee	1.00	55.00			55.00
10261	06/24/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	125.00
10261	06/27/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	70.00
10261	06/10/2022	Pre-Placement Exam	1.00	90.00			90.00
10261	06/10/2022	10 Panel Drug Screen	1.00	70.00			70.00
						Balance Due:	160.00
10261	06/29/2022	10 Panel Drug Screen	1.00	70.00			70.00

					Balance Due:	70.00
10261	06/07/2022	Pre-Placement Exam	1.00	90.00		90.00
	06/07/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	160.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/27/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/02/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/16/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/27/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/29/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
	06/23/2022	MD Telephone Consult (30 Min)	1.00			-
					Balance Due:	0.00
61342	06/17/2022	DOT 5 Panel Drug Screen	1.00	70.00		70.00
	06/17/2022	Pre-Placement Exam	1.00	90.00		90.00
	06/17/2022	DOT Physical Examination	1.00	90.00		90.00
					Balance Due:	250.00
10261	06/07/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/03/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/17/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/17/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00
10261	06/28/2022	10 Panel Drug Screen	1.00	70.00		70.00
					Balance Due:	70.00

Invoice # 6684 Balance Due: 2165.00

Account Statement for City of Somerville

	<u>Current</u>	<u>30+ Days</u>	<u>60+ Days</u>	<u>90+ Days</u>	<u>120+ Days</u>	<u>180+ Days</u>	<u>360+ Days</u>	<u>Total</u>
Self Pay	305.00	1,350.00	2,165.00	1,470.00	0.00	0.00	0.00	5,290.00
Work Comp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Ins.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
90 Invs.	305.00	1,350.00	2,165.00	1,470.00	0.00	0.00	0.00	5,290.00



Cut and return with payment

Please place invoice number **6684** on check

Please remit **2,165.00** to

Cambridge Public Health Commission
 PO Box 847438
 Boston, MA 02284-7438
 Phone: 617-591-4660