



Welcome to PAYTECHonline for January 2012

**TOP STORY**

## Meet One Member's 30-Year Payroll Passion

As part of APA's 30th Anniversary celebration, you'll get the chance to meet some of the Association's longtime members. Meet Sue Darring, CPP, a payroll professional for more than 30 years who has a definite passion for the profession. Take a trip down memory lane with Sue as she shares many fond memories of her fabulous ride with the APA.



**GOVERNMENT CORNER**

## Capital Summit to Spotlight November's Regulatory Horizon

APA's Capital Summit, scheduled for March 26-27 in Washington, D.C., will offer a number of presentations designed to offer keen insight on what to expect in 2012. This includes potential changes leading into November's presidential election. Get details about this vital payroll event.



**FEATURE STORY**

## Be a Member, Get Payroll Education at a Discount

APA membership entitles payroll professionals to a number of educational and networking resources, including discounted courses and conferences, publication markdowns, and free webinars. Learn how you can become a member today and gain access to a number of payroll-related resources, including governmental and chapter relations, and much more.

**PAYROLL RESOURCES**

## Payroll Education Grants Offer Free Training, Education

Apply today for one of 10 APA Payroll Education Grants, and you might be one of the deserving payroll professionals to be awarded free registration to a number of APA courses and conferences, free payroll publications, and more. The deadline to apply is February 24, and the grants will be awarded at the 30th Annual Congress in Orlando.

## CHAPTER NETWORK

### Local Chapters Assist Communities for NPW

Several APA chapters used National Payroll Week 2011 as a way to get involved in their respective communities. That included organizing food and school supply drives, educational outreach, and more. Learn how these cha



## PAYROLL EVENTS

### Free Tips for Leveraging Cost Savings With E-Pay

Interested in learning about emerging trends in the electronic pay sphere? Then register for the free webinar, "Leveraging Electronic Payroll Distribution: Best Practices for Paperless Payroll," scheduled for March 1. This free webinar is your ticket to learning how to get full e-pay buy-in from your organization, thus resulting in cost savings and streamlined operations.

## VENDOR NEWS

### Valiant Launches Vantage+ Communications Center

Learn more about what this new online center has to offer. Plus, ADP partners with NextGen Software, and Ceridian is named as a leading workforce management solution provider.

## WEBSITE NEWS

### Help APA's MEET Become Event Site of the Year

APA's MEET Las Vegas, home of the Las Vegas Payroll Learning Center, is once again an Event Site of the Year finalist as determined by *Event Solutions* magazine! Learn how you can vote for MEET today. But hurry; voting closes at the end of January.



## BUYER'S GUIDES

### Time & Attendance Systems Buyer's Guide

This month's guide is the Time & Attendance Systems Buyer's Guide. And that's not all. You can also find an extensive list of past Buyer's Guides.

## PAYROLL EVENTS

### Find Great Talent With Great Interviews

"The Art of the Interview: Drawing Out Great Talent," is your ticket to acing your next job interview. This free webinar, taking place March 21 and presented by APA and Jobing.com, will help you understand the different types of interview practices and how to use them to find the best fit for you.

## NEW MEMBERS

### APA Welcomes 306 New Members

Our online, searchable-by-state listing is very handy. Use it to contact payroll people in your area, including 306 new payroll peers.



New Member  
Bridget Zeigler

## FEATURE STORY

# APA and Me -- 30 Years and Going Strong

By Susan Darring, CPP

How would you describe your career in payroll? For me, it was a series of unintentional circumstances that led me to a most enjoyable and rewarding career, which still invigorates and challenges me.

It all started before there were personal computers, email, or cell phones. I wanted to learn more about payroll to increase my knowledge and therefore add more value to my employer. At that time, there were limited resources available on payroll. We were a mere chapter in an accounting book.

Then it happened, an event that would impact my life and my career. It was 1981 when I received an invitation to a payroll conference at the Drake Hotel in Chicago. At that time, payroll conferences were unknown events, even in a big city like Chicago.

The speakers there included a woman from Canada named Diana Ferguson, who had written a book about Canadian Payroll and a man named Donald Sharper, who represented an organization called AMR. It all sounded so good, the idea that there might be books dedicated to payroll, that there might be a community for people who work in payroll, and conferences that help explain business trends and changing regulations.

I wanted and needed more info, so I provided my contact information. Shortly thereafter, I was invited by another Payroll Manager to a meeting at a prestigious employer in the West Loop in Chicago. It was our very first Chicago Payroll AMR meeting. There I met people who do the same work as I do for some of the most well-known organizations in Chicago. I never thought I would have the opportunity to meet these lofty colleagues, yet I had the chance to meet and ask questions of them and share experiences with them. In addition to all of the networking opportunities, we received a newsletter called *The Payroll Exchange*, which highlighted some current topics in payroll.

Then one day, as unexpectedly as it came, it vanished. The word was that AMR had filed for bankruptcy protection and our newsletter and our little group would be no more. Of course, we made the personal connections and we intended to maintain those but without the structure of an organization, we stopped meeting formally.

Then one day, most unexpectedly, I received information from Donald Sharper about a new organization called the American Payroll Association, which would also continue publishing *The Payroll Exchange*. They would provide education, networking, and payroll events such as conferences. The energy and excitement were rekindled. We would have an association just for payroll!

The first local APA conference I was able to attend in Chicago was at the Ambassador West Hotel. The speaker told us about compliance issues and a number of us thought we were going to jail directly after the conference. At each break, the long lines at the pay phones were to call our bosses and tell them about the drastic changes we needed to make in order for us to achieve compliance. Having help in interpreting rules as they related to our practical applications was significant for this audience, if not scary.

That is where I met Dan Maddux; nothing was ever the same.



**Susan Darring, CPP**



APA Executive Director Dan Maddux  
and Susan Darring, CPP

One of the APA's agenda items was to start local chapters. With Dan's guidance, I volunteered to start a local chapter in Chicago. A colleague and I got the ball rolling and then the members and future officers made our chapter soar. The chapter was the first source for networking and information sharing. Some of my dearest and closest friends are from the [Chicago Chapter](#).

I became a speaker and presenter for the APA. I believed it to be so important for us to share what we learn. The more I gave, the more I learned. As I learned and shared, the more opportunities I was given and the better the jobs and the salaries I was able to land.

From the beginning, the APA was cultivating relationships with the institutions that govern payroll taxes. It was a surreal experience for me when the APA asked me to accompany Nora Daly to IRS headquarters in Washington, D.C. to address proposed tax deposit changes from an end-user--point-of-view. I was honored to represent APA members.

Over the years, the educational experiences, friendships, events, and community that the APA made available have had a significant impact on my life and my career. In 1990, I joined the APA Board of Directors. I learned so much about the organization. I felt even prouder to be a part of it all.

In 1998, I had the honor of serving as President of the APA. It was a fairy tale year. I had the opportunity to meet so many colleagues by traveling to statewide conferences and National Payroll Week celebrations.

My personal memories are so much a part of my APA experience. Most of it was academic, but there is always time for fun at the APA.

Then there is the camaraderie. The APA mindset is one of support and friendship. My most cherished friendships are a result of the people I met through the APA. They have made my world a better place in countless different ways. Not only do we share our APA experience, but we have shared our lifetime experiences with each other. We have helped each other find jobs, solve problems, and we become mentors and confidants to each other.

After 30 years of affiliation with this organization, my respect and love for the organization, the staff, the board and officers, and the members continue to grow.

The APA has given us the opportunity to continue learning and honing our skills, to be a part of the future of payroll, and to be a part of a community where business and personal relationships thrive.

I am so proud and honored to be a part of it. I may have accidentally "fallen" into the payroll profession, but I have never regretted staying!

*\* Editor's Note: Stay tuned for more great stories and memories by other APA members as we help celebrate APA's 30th Anniversary in each 2012 issue of PAYTECHonline.*

*Susan Darring, CPP, has been affiliated with the APA since its inception. She was a co-founder and three-term President of the Chicago Chapter, which chartered in December 1982. Susan has been an APA speaker for over 25 years and has also taught APA courses. She has volunteered on many APA committees, such as the Hotline Referral Service, Chapter Recognition Committee, several of the Strategic Payroll Leadership Task Force (SPLTF) subcommittees, and even served as Chair of the Best Practices Subcommittee for three years. Susan is a Past President of the APA (1998) and has served on the Board of Directors of the APA in some capacity since 1990. She is currently the Corporate Member Advisor to the Board, which includes duties as a historian, a mentor to new officers, and the senior member of the Board's Executive Committee. Susan is also a past recipient of the Meritorious Service Award.*

## Federal Officials to Detail Legislative Horizon

*Capital Summit Offers Firsthand Insight on  
Regulatory Outlook*



By William Dunn, CPP

APA's Government Relations Department keeps up a steady conversation with federal agencies and reports regularly on all issues pertaining to payroll professionals. [Capital Summit](#), scheduled for March 26-27 in Washington, D.C., highlights those relationships by inviting speakers from a wide variety of federal agencies to speak directly to our members on the very latest developments and most pressing issues.

Capital Summit will offer firsthand federal insight into the changes in store for your tax, human resources, wage payment, work authorization, child support, unemployment functions, and more.

### Legislative and Regulatory Outlook

In 2012, the nation looks forward to months of election-year politics in which payroll tax holidays share equal billing with foreign trade agreements. During Capital Summit, Mark Iwry, Senior Adviser to the Secretary of the Treasury, and Preston Rutledge, Tax and Benefits Counsel for the Senate Finance Committee, will tell attendees what employers and payroll professionals can look forward to leading into November.

### New Guys in Town

The Consumer Financial Protection Bureau is in the news, with Congress and the President wrangling over who will get to head the agency. While that argument may be headed to the Supreme Court, the agency still has work to do that will affect consumers and employers alike. Corey Stone, Assistant Director of the CFPB's Office of Collections, Deposits, and Information Markets, will explain during the Capital Summit the CFPB's role in areas that impact the employer-employee relationship, such as Regulation E, the Electronic Fund Transfer Act, and the Fair Credit Reporting Act.

### What's New at the Internal Revenue Service?

Joseph Tiberio, Program Manager with the Internal Revenue Service, and Scott Mezistrano, Policy Analyst in the IRS' Employment Tax Division, will discuss during the Capital Summit the voluntary worker classification settlement program, which allows employers to reclassify their employees with greatly reduced penalties.

The two will also explore updates on IRS's continuing National Research Program employment tax audits, the Commissioner's "real-time" tax system vision, and recent legislative and regulatory developments.



Rebecca Harshberger, Director of Payroll Tax Administration with Entertainment Partners and APA Representative on the IRS Information Reporting Program Advisory Committee (IRPAC), will also review IRPAC's recent recommendations to the IRS.

## Unemployment Funding Gap

The "Great Recession" created an Unemployment Insurance funding gap greater than the aggregate annual employer tax burden. States must pay back some \$40 billion in debt, while continuing to meet high demand for unemployment assistance. Employers face dramatic state and federal tax increases and more than 20 states expect FUTA Credit Reductions to increase annually for the foreseeable future.

Tom Crowley, Tax Chief with the Department of Labor; Doug Holmes, President of UWC-Strategic Services on Unemployment and Workers' Compensation; and Pete Isberg, Vice President of Government Affairs with ADP, will discuss the outlook and how employers might forecast state and federal tax increases as well as policy goals set out by the Obama administration, which could help states and employers.

## Promoting Electronic Payments

The federal government has an interest in increasing Americans' participation in our financial system, and it has performed considerable research showing the benefits of electronic payments to individuals. Luke Reynolds, Chief of the FDIC's Outreach & Program Development Section, will share the results of one such study, and Joshua Wright, Director of Financial Access Innovations with the U.S. Treasury, will share the Treasury's important perspective.

In addition, Pamela Chan, Senior Policy Analyst with the New America Foundation, will discuss a workplace savings pilot, AutoSave, which utilizes direct deposit to help employees build savings with post-tax wages. The first phase of the pilot used direct deposit to banks and split-pay functions of employer payroll systems. The second phase will incorporate payroll cards into the mix.

[The February Issue of PAYTECH](#) offers an expanded description of all of the Capital Summit sessions.

## IRS Addresses APA, Stakeholder Concerns on New Health Care Coverage Reporting

By Brian O'Laughlin, Esq.



The IRS has addressed a number of concerns of APA members and other stakeholders in its most recent guidance concerning the new requirement to report health care coverage on employees' Forms W-2. [Notice 2012-9, Interim Guidance on Informational Reporting to Employees of the Cost of Their Group Health Insurance Coverage](#), provides item-by-item commentary on those concerns.

On April 18, 2011, the IRS issued its initial interim guidance on informational reporting to employees of the cost of their group health insurance coverage, in Notice 2011-28. In July, after conferring with members, APA provided comments to the IRS regarding the interim guidance, along with other stakeholders. Many of the APA's suggestions were taken into consideration when the new interim guidance was put together.

## Employers Subject to the Reporting Requirement

The APA noted that many employers use third-party sick pay providers to handle Forms W-2 for short-term and/or long-term disability payments; however, the IRS failed to provide guidance as to whether the health insurance reporting obligation extended beyond the "employer." In response, the IRS created Q&A-39, which states that the reportable amount is not required to be included on a Form W-2 provided by a third-party sick pay provider.

## **Cost of Coverage Must Be Included in Aggregate Reportable Cost**

Q&A-18 provided that employers were not required to report the cost of coverage under a Health Reimbursement Arrangement (HRA). The APA encouraged the IRS to state that employers may make a reasonable good faith effort to calculate a value and include the HRA value in the total reportable cost, if they so choose. The IRS created Q&A-33, which clarifies that employers may include the cost of coverage under programs not required to be included under the applicable interim relief, such as the cost under a Health Reimbursement Arrangement.

Q&A-19, which dealt with calculating the reportable cost if a health FSA was involved, was difficult and confusing for readers. In response to APA's suggestion that the examples be streamlined, the IRS added a new example to Q&A-19 demonstrating that the reporting requirement does not apply to coverage under a health FSA if contributions are made only through employee salary reduction elections.

Q&A-20 provided transitional relief from the reporting requirement for dental and vision plans that are not integrated into a group health plan. The APA recommended that the IRS use the terminology from the Health Insurance Portability and Accountability Act (HIPAA) for the definition of "excepted benefits." In response, the IRS modified Q&A-20 to clarify that the standard for determining whether dental or vision coverage is included will be based on the same standard set forth under HIPAA.

## **What Is Applicable Employer-Sponsored Coverage?**

Members requested that the IRS clarify whether employee assistance programs (EAPs), wellness programs, and on-site medical clinics were included in the cost of coverage. The IRS responded with Q&A-32, which provides that employers are not required to include the cost of coverage of an EAP, wellness program, or on-site medical clinic in the reportable amount if the employer does not charge a premium with respect to that type of coverage provided under COBRA to a qualifying beneficiary.

## **Submit Your 'Payroll and AP Puzzlers' for the Annual Congress' Federal Forum**

Got a tough question for the federal government? Submit it now for the "Forum on Federal Payroll Issues" workshop at our 30th Annual Congress. Experts from six federal agencies (IRS, SSA, OCSE, DOL, USCIS, and ICE) will answer your most perplexing questions about how federal law should be applied to your trickiest situations. Send your question by March 16 to [federalforum@americanpayroll.org](mailto:federalforum@americanpayroll.org) so it can be forwarded to the panel for research and a complete answer.

To be there in person when your question is answered, register for the APA's 30th Annual Congress, being held May 6-10 in Orlando. [Visit the Congress homepage](#) for more information. (The questions and answers will also be reviewed in a future edition of PAYTECH.)

## FEATURE STORY

# APA Membership Offers Education, Value, and More



By Steve Hodgson, CPP

What is the value of your American Payroll Association membership? Currently, membership dues are only \$219 each year. But does the value of membership exceed its cost? Yes! Need proof?

Consider this [summary of membership benefits from APA's website](#).

### **Member Publications**

**[Payroll Currently](#)**, APA's monthly payroll compliance email newsletter, also features *Inside Washington*, the latest from the APA's Government Relations office; a subject index of the current year's issues; and a monthly compliance calendar.

### **[PAYTECH](#)**

The industry's primary source for payroll information. This monthly magazine covers payroll management, technology, new and pending legislation, professional development, and trends that are shaping the payroll industry and profession.

### **[PAYTECHonline](#)**

APA's monthly e-magazine and the sister publication to PAYTECH magazine. It provides the latest news on tax legislation and compliance, plus materials that did not appear in PAYTECH due to space limitations.



### **[Pay News Network \(PNN\)](#)**

APA's video network for payroll news provides updates on payroll, accounts payable, and association news. Look for new editions every month.

### **[Compliance Updates](#)**

As liaison to government agencies impacting payroll, APA delivers authoritative updates on federal and state legislative and regulatory developments.

### **[APA Payroll ListServ](#)**

This forum allows members to exchange ideas on payroll-related issues and to post questions for fellow members to answer. Members share insights on a variety of topics and special circumstances. Separate registration is required, but the service is free to all APA members.

### **[APA Survey of Salaries and the Payroll Profession](#)**

A biennial source of information on compensation and benefits, payroll trends and technology, operations, management, and cost data that keeps you abreast of what's happening in payroll departments nationwide.

### [APA Website](#)

Members have access to exclusive content when they log in to the APA website. These resources include a searchable membership database, electronic versions of member publications, free eBooks, special reports, and downloadable forms and publications.

### [Payroll Certification -- Certifying Payroll Career Success](#) [The Fundamental Payroll Certification \(FPC\)](#)

An exam-based certification specifically for entry-level payroll practitioners; payroll, HR, and finance consultants; sales, service, and technology professionals for payroll operations; and those developing and implementing payroll software solutions.

### [Certified Payroll Professional \(CPP\)](#)

An exam-based certification attained by individuals who possess a high level of professional competency through both the acquisition of knowledge and direct payroll experience.

### [But Wait, There's More](#)

#### [Payroll Education and Training](#)

APA members receive special discounts on webinars, classes, seminars, virtual classes, conferences, and other educational opportunities. Members also become eligible for special grants, awards, and programs.

#### [Payroll Education Grants](#)

One registration and round-trip travel to the Annual Congress, registration for any or all APA seminars for one year, and all APA products and publications for one year. Other grants provide recipients with free seminar registrations, copies of *The Payroll Source*®, and more. A total of 10 Payroll Education Grants will be awarded in 2011. Kronos Incorporated and Global Cash Card have partnered with APA to offer Payroll Education Grants in 2012.

### [GEM](#)

"Global Cash Card Educates Members With MasterCard" is a program for free APA Memberships and up to four \$500 prepaid cards redeemable for APA seminars, workshops, and other education programs.

### [Chapter Network](#)

More than 150 APA-affiliated local chapters located throughout the United States operate autonomously within national guidelines. Chapters provide outstanding networking opportunities, shared information, and professional development resources.

### [Representation in Washington, D.C.](#)

APA influences the legislative and regulatory process by testifying at Congressional, Treasury, and IRS hearings and meetings. APA also influences the operational and policy decisions of the IRS, SSA, and the Department of Labor by sending member representatives to sit on prestigious federal advisory committees and participating in dozens of industry meetings with the government each year. APA makes certain that your voice is heard.

### [Career Center](#)

APA's Career Center, sponsored by Accountemps and Robert Half Finance & Accounting, offers resources for creating a winning resume, acing the job interview, and more. Plus, there is a wealth of content devoted to helping you effectively manage and develop your payroll staff.



### Promoting the Payroll Profession

By developing cooperative relationships with related associations in the human resources, accounting, tax, and finance arenas; advertising in major business publications; educating the public through [NPW's Money Matters National Education Day](#); and promoting payroll through [National Payroll Week](#), APA keeps payroll in the spotlight. Due to our public relations efforts, APA is frequently called upon by national media to provide perspective on payroll and related issues. Over the past six months, APA has been quoted extensively in the *Wall Street Journal*, Bloomberg, *The Washington Post*, and has appeared on Fox News.

As you can see, the value of these benefits greatly exceeds the cost of membership. Is the true value of membership determined by simply adding the cost of each benefit? No! These crucial benefits and essential resources ensure our success as payroll professionals. This is the ultimate value of APA membership. And the more benefits we use, the more their value increases -- exponentially! In fact, the true value of APA membership is priceless. Don't you agree? Take full advantage of the tremendous benefits of your APA membership today. You'll be amazed with the results!

For more information about American Payroll Association membership benefits, [visit the APA website](#). If you are not currently a member, gain access to these invaluable benefits of APA membership. [Join today for only \\$219!](#)



### PAYROLL RESOURCES

## Apply Now for Payroll Education Grants

*Get Free Congress, Payroll Training, and Other Educational Resources*



Looking to score some free payroll training, including free registration to dozens of classes and educational opportunities? If so, [apply for one of APA's 10 Payroll Education Grants](#). These grants, sponsored by APA, Kronos, and Global Cash Card, are presented each year at [APA's Annual Congress](#).

**The deadline to apply for an Education Grant is February 24, 2012.**

Payroll Education Grant awards include expenses-paid trips to APA's Annual Congress, free registration for dozens of classes and educational opportunities, complete payroll libraries, and other incredible opportunities, depending on which award you receive.

*Watch for your upcoming February PAYTECH issue to read one member's account of how her education grant helped her achieve more than just her payroll education. You can also read about another member's account in your November 2011 PAYTECH issue.*

## Certification Opens Career Doors

APA certification is a valuable, objective credential that verifies a specified level of knowledge, skills, and abilities in the payroll profession. [Certification helps payroll professionals](#) demonstrate their payroll expertise, secure promotions, advance their careers, and enhance their standing within the profession.

APA offers two levels of certification--the [Fundamental Payroll Certification \(FPC\)](#) and the [Certified Payroll Professional \(CPP\)](#). The exams are administered at more than 300 locations throughout the United States and Canada. The CPP is a certification credential for those with payroll knowledge and experience. The FPC is a certification credential for payroll beginners and service and support professionals with payroll knowledge.

## Order Book Combo by End of This Month, Save Money

The [book combo](#) is payroll's comprehensive resource text, combined with two volumes that contain the payroll-related sections of applicable federal laws and regulations. It features the following texts, all designed to keep you in year-round compliance:

*\*The Payroll Source®*

*\*Federal Payroll Tax Laws and Regulations*

*\*Federal Payroll Non-Tax Laws and Regulations*

Those who order the book combo will pay up to \$195 less than if they had bought the books individually.

### CHAPTER NETWORK

## Local Chapters Go Above and Beyond for NPW

*Community Outreach Includes Education and School Supply/Food Drives*

By Liz Herrera



A special "thank you" goes out to the chapters who went above and beyond to promote [NPW 2011](#). These payroll professionals are wonderful role models for their communities and corporations. By collecting items for shelters, school supply drives, and educational outreach, these chapters prove giving back is what APA chapters do best. All the chapter members agree that you get back far more than you give when you experience the positive outcomes of community service. The following are highlights of some individual, company, and chapter NPW efforts (also see more in your January PAYTECH issue):

### [American Payroll Association Chapter of Acadiana](#)

\*2nd Annual Work Clothes Drive collected lightly used work clothing to be donated to the Acadiana Outreach. This helps homeless men and women get back into the workforce.

\*Chapter dinner for payroll professionals in the Acadiana area on Sept. 8.

\*Radio station 99.9 KTDY, in Lafayette, La., made an announcement with all the details of National Payroll Week, August 4 through September 8.

\*Posted chapter events on *The Daily Iberian* newspaper community/events calendar website.

\*Chapter members interviewed on KATC TV 3 in Lafayette, La., on the August 25 Good Morning Acadiana Show.

### [Alamo Chapter American Payroll Association](#)

\*School Supply Drive at their September NPW Luncheon Celebration where donations of backpacks, paper, crayons, markers, pens, pencils, and money were presented to Communities in Schools of San Antonio.

\*Requested 39 proclamations, and received 12 signed NPW proclamations.

\*An announcement about the "[Getting Paid In America](#)" survey was made at each luncheon beginning in July.

\*The chapter president asked everyone to promote the survey at their place of business by adding the notation and link to the survey to their email signatures. Also she mentioned for everyone to speak to their IT Department about adding a link to the internal company websites.

### **Birmingham Chapter of the American Payroll Association**

\*Chapter Luncheon recognized chapter members, announced and honored their Payroll Person of the Year, and formally introduced their members to the Lovelady Center.

\*The Lovelady Center offers medical services, state-certified drug rehabilitation, childcare and post-secondary education. All year long, every month the chapter collected donations for the Lovelady Center. A donation of \$2,000, along with toiletries and personal hygiene items, were presented to the Lovelady Center during a luncheon.



The Birmingham Chapter of the American Payroll Association presented gifts to the Lovelady Center.

### **Charlotte Chapter of the American Payroll Association**

\*Celebrated NPW with cake, fun payroll trivia and discussion, networking, and community outreach. A representative from Promising Pages, a Charlotte-based non-profit, spoke at the meeting about the organization's dedication to children's literacy.

\*The chapter collected books, and then sanitized, wrapped, and labeled the books to hand out to children in the community.

### **Chicago Chapter of the American Payroll Association**

\*Held an all-day August chapter meeting to kickoff NPW. All those who attended received five RCHs for participation. The lunchroom was decorated with all NPW items and the place setting had an NPW certificate, reminder sign about taking the NPW online survey, information card on the upcoming events, and a PAYGO card. All 82 attendees received an NPW pin.

\*ADP NPW chapter event promoting the benefits of chapter membership and to show their partnership with ADP. Displayed a board with the proclamations, event and chapter information. About 70 visitors stopped by the booth.

\* School supply drive for U.S. military family children.

\*Through [MasterCard Money Matters National Education Day](#), members taught approximately 170 teens.

\*Online survey promotion initiative.

\*The Chapter Board meeting/celebration brought together chapter officers to conduct business and celebrate their hard work and dedication to the payroll profession and their local payroll community. All chapter officers received an NPW pin as a token of appreciation.

\*NPW Family Appreciation Event/Enchanted Castle Outing included PayDay and 100 Grand candy bars, NPW pins, pens and money-themed items like playing cards and note pads for attendees. Families of members received a special thank you for their support. A raffle featured NPW items, such as teddy bears, travel mugs and bags, and additional game tokens and tickets.

\*Requested 117 proclamations, and received 17 signed NPW proclamations.

### **Dallas Chapter APA**

\*Chapter education meeting, proclamations were displayed during the meeting attended by 140 attendees, including members and guests.

\*Requested 48 proclamations, and received 21 signed NPW proclamations.



Dallas Chapter of the American Payroll Association

### **Denver Chapter Payroll Association**

\*Requested 30 proclamations, and received six signed NPW proclamations.

\*Attended Channel 9NEWS TV station in Denver during NPW on Wednesday, Sept. 7 to promote NPW in the state of Colorado. Four CPP-certified payroll professionals hosted a Paycheck Line9 during NPW, fielding more than 200 calls about payroll issues.

\*They also promoted NPW through the chapter newsletter, dinner meetings, and networking.

### **American Payroll Association -- Greater Nashville Chapter**

\*Requested 15 proclamations, and received five signed NPW proclamations.

\* Lisa Wachter, CPP, contacted several local television stations and received an invitation from WC-TV (Williamson County's Government and Education Channel) for a 30-minute interview. The interview was aired during the Williamson County Connection National Payroll Week segment.

### **Greater Milwaukee Chapter of the American Payroll Association**

\*APA NPW Celebration held at Briggs & Stratton Corporation that included networking, NPW prize giveaway, chapter survey results, and dinner. Decorations included an NPW cake, balloons, and NPW gifts.

\*Collected items for a local homeless shelter.

\*Board and Officers went to a local restaurant opening and shared NPW information during the event.

\*Chapter members spoke at Walworth County and St. Joseph's School for MasterCard Money Matters National Education Day.

\*Requested 11 proclamations, and received one signed NPW proclamation from the City of Milwaukee.

### **Northern Colorado Payroll Association**

\* Held two free seminars where attendees could receive RCHs. The first two-hour meeting discussed child support payments. The meeting was advertised in Loveland, Fort Collins, and Greeley newspapers.

The second two-hour meeting had guest speaker Phyllis Bell from U.S. Citizenship and Immigration Services. She explained the dos and don'ts of I-9s; the chapter mailed postcards to promote the event.

- \* School Supply Drive for Realities for Children, promoted going green by recycling old notebooks,
- \* Gathered gently used coats, shoes, and clothing for yearly Drive for Homeless Gear.
- \*Marines received a free lunch and collected toys for the Toys for Tots drive,

### **Northstar Chapter of the American Payroll Association**

- \*More than \$15,000 was donated to the Salvation Army in school supplies to be given out to kids in the Minnesota Twin Cities area. This was the largest donation of school supplies the Salvation Army had ever received.
- \*Requested 25 proclamations, and received five signed NPW proclamations.
- \*Volunteers spent about 20 hours trying to get proclamations for NPW.



The Northstar Chapter of the American Payroll Association

### **American Payroll Association Richmond Chapter, Inc.**

- \*Robert Half Finance & Accounting and Accountemps NPW Open House Celebration -- Chapter members contributed fruit, snacks, soft drinks, water, and a cake. Announcements were made at chapter meetings, email, and in the Great Richmond Chamber of Commerce Newsletter.
- \*USO NPW lunch for 600 soldiers. The chapter raised \$2,000 for food, beverages, and gifts for the event. A church youth group bagged 2,200 cookies for the soldiers. Local radio station Lite98 and the Fort Lee newspaper covered the USO NPW event.
- \*Everyone who made a financial donation received a thank you letter from the chapter.

# 2012 Chapter Contest Season Now Upon Us

*Showcase Your Chapter's Achievements,  
Win Prizes*

By Liz Herrera



Now is the time to look back on 2011 and show off your chapter's successful enhancements, events, and community service by participating in the 2012 chapter contests. In addition to entering the contests, this is the perfect opportunity to share with APA your chapter activities and conduct your own evaluation for future enhancements. Each chapter has its own unique way of sharing its creative ideas and showcasing achievements.

All [chapter contest information can be found on the Local Chapter section of APA's website.](#)

## Chapter of the Year (COTY)

**Deadline: February 3, 2012**

This prestigious competition gives chapters the opportunity to share their developments, accomplishments, innovations, and activities. Every activity your chapter has organized or participated in during 2011 should be part of your campaign to be APA's Chapter of the Year.

**\*NEW** for 2012, the COTY questionnaire has been redesigned. New questions have been added and the format has changed.

From the COTY contest entries, four Gavel award winners also are chosen. The Gavel Awards recognize specific achievements, activities, or aspects of a chapter's COTY entry in four separate categories: *Innovator, Mentor, Facilitator, and Communicator.*

## Chapter Pictorial Contest

**Deadline: March 7, 2012**

This contest allows chapters to be creative and display their successes through the use of photos in a PowerPoint slide show. A creative and unique electronic montage gives everyone a glimpse into your chapter's hard work, chapter meetings, study groups, community service, NPW, and statewide conferences. All the pictorials will be displayed at the [30th Annual Congress](#) in Orlando, Fla.

## Best Chapter Website Contest

**Deadline: March 7, 2012**

Local chapters are awarded for their efforts to be innovative and informative while serving their members using their chapter's website as an educational tool. Share how your chapter has successfully created a user-friendly website to educate, stimulate, and inform local members.

## [The Dream Theme Contest: Promoting Your Statewide and Regional Meeting Awards](#)

**Deadline: March 7, 2012**

NEW for 2012! Planning for a successful conference takes a lot of time, hard work, and teamwork. Share the fruits of your labor by entering the Best Statewide or Regional Meeting Contest. Winners are determined by how well the chapters execute the planning/marketing of the statewide/regional meeting, chose a theme, the education provided, and the recognition of chapter members.

Your chapter's entries will not be judged on the size and volume of your chapter's activities, but on the quality, creativity, originality, enthusiasm, and service your chapter has provided to the payroll profession over the past year. All awards will be presented on Monday, May 7, 2012, at the 30th Annual Congress in Orlando, Fla.

## **Chapter President Profile Brenda Emerson Denver Chapter Payroll Association**



Brenda Emerson

When Brenda Emerson, president of the [Denver Chapter Payroll Association](#), was asked to temporarily fill in for a payroll clerk, she didn't realize it would become a career. However, she kept learning more and more about payroll, became involved with the Denver Chapter, and never left the field! Over the past eight years, Brenda has been involved in the chapter in different capacities, but she was nonetheless surprised to be nominated for the position of president.

"I never imagined I would become chapter president, and I am honored to have been nominated," she said. "I do not take my responsibility lightly."

As president, Brenda oversees the chapter's Board of Directors throughout the year, and makes sure everything runs smoothly. She also became editor of the chapter newsletter. Brenda's main goal is to be available to the members and to work to meet their expectations for the chapter.

"The members are the reason we exist, and our priority is providing them with quality chapter offerings," Brenda explained.

Under Brenda's leadership, the Denver Chapter was awarded third place in the APA Chapter the Year 2011 contest. The chapter was also awarded an honorable mention for their 2011 Chapter Pictorial, as well as third place in the 2011 Dream Theme Contest for their "Rock-n-Payroll" theme.

Brenda enjoys volunteering in her community, and has brought that passion to her role as chapter president. The Denver Chapter is very active in their local community, and Brenda is most proud of the high level of member participation. Each year in the fall, members volunteer at their local food bank, Food Bank of the Rockies.

Along with community service, the Denver Chapter uses their celebration of [National Payroll Week](#) to provide exposure for their chapter. In 2011, the chapter organized a group trip to a Rockies baseball game and had the chapter's name featured on the scoreboard. Members also participate in a media outreach, in which they appear on their local news channel and answer questions that are phoned in from viewers. Many members have participated in [Money Matters National Education Day](#), teaching courses in local high schools.

For Brenda, serving as chapter president has helped her grow both personally and professionally in her role as Manager of Payroll, Benefits and Human Resources.

"I have learned a lot managing such a large group," she said.

With a membership of 225, there are many different opinions and perspectives, but Brenda and the board work together as a cohesive team to get their goals accomplished.

"Seeing my vision for the chapter and our goals met has been the most enjoyable aspect of being President," Brenda said.

In her free time, Brenda enjoys spending time outdoors, wakeboarding, waterskiing, swimming, and biking.

## PAYROLL EVENTS

### Free Tips to 100% Electronic Pay Just a Click Away

A large underbanked population in the United States is driving growth in electronic payroll distribution programs, as well as the need for employers to seek ways to reduce the costs and administrative burden associated with company-issued paper checks. Those interested in learning about emerging trends in this regard should attend "[Leveraging Electronic Payroll Distribution: Best Practices for Paperless Payroll](#)," webinar, scheduled for March 1 from 1-2 p.m. ET. The webinar, sponsored by [Money Network](#) and [Bank of America Merchant Services](#), will teach attendees about new trends to consider when trying to achieve 100% electronic payroll distribution. In addition, the webinar will address best practices in payroll program implementation.

### Maximize Your Next Job Interview With Free Webinar

The job interview is one of the most basic components of a recruitment strategy. However, many professionals do not take the time to truly understand the different types of interview practices and how to use them to find the best fit among a long list of interested candidates. Looking for some tips to help you get a leg up on the competition? [Enroll in "The Art of the Interview: Drawing Out Great Talent,"](#) scheduled for March 21 from 1-2 p.m. ET. Sponsored by [Jobing.com](#), this webinar reviews the differences between a phone interview, behavioral interview and traditional interview and how to navigate the most effective conversations through each.

### Use It or Lose It: Spend Extra Cash on APA Webinars

With the new year upon us, now is the perfect time to spend any new training funds on polishing your skills for 2012. Put those dollars to good use: [take a Webinar \(live or On Demand\)](#), one of many online resources devised to keep you in the loop on a bevy of payroll and related topics. These webinars touch on topics ranging from proper garnishment deductions to payroll issues for multi-state employers to keeping up on local income tax compliance. For those payroll professionals who have trouble making time during the day for a webinar, APA converts its live webinars to Webinar On Demand format -- allowing attendees to get the latest information at their convenience.



## Valiant Launches Vantage+ Communications Center



[Valiant](#) introduced its new Vantage+ Communications Center. Vantage+ still provides all the functionality of previous generations of Vantage software. The new Vantage+ incorporated VOIP Technology and a workforce engine, developed and hosted at Valiant, that provide supervisors with employee time and attendance information in real time. With Valiant's Vantage+ Communications Center every employee can punch in and out from work via telephone. Their location can be identified using caller ID and supervisors can be notified in real time of late or absent employees. The software also gives employees the ability to hear their current work schedule and allows for text messaging and email communications with all employees.

"Valiant's Vantage+ Communications Center is a giant leap forward in the evolution of remote workforce management. Now, managers can be assured of always having proper staffing coverage and can monitor, in real-time, every employee's status, anywhere around the world," said Anthony Petraco, President of Valiant.

## ADP Partners with NextGen Software



[ADP](#) announced its partnership with NextGen Software enabling NextGen Software's i2x platform with ADP Invoice, a component of ADP's Procure-to-Pay solution. The i2x Integration Suite for ADP Invoice allows for suppliers to further simplify the process of submitting invoices electronically to ADP clients using ADP Invoice. According to the company, ADP's recent partnership with NextGen Software offers ADP Invoice clients and their suppliers an easy-to-implement solution that overcomes the need for repetitive, time-consuming manual processes and costly customized integration solutions. NextGen Software's i2x application uploads invoices from suppliers' accounting systems into ADP Invoice with a few simple clicks, saving time and money by avoiding duplicate data entry and errors.

"We understand that supplier on-boarding is a critical component of the value proposition of electronic invoicing for our clients, and we are committed to providing suppliers multiple options to submit their invoices electronically to compress the supplier adoption cycle," said Leon Busch, Vice President and General Manager of ADP's Procure-to-Pay Solutions.

## Ceridian Named Leading Workforce Management Solution Provider



[Ceridian](#) has been selected by Nucleus Research Inc. as the industry's top workforce management solution. The report identified Ceridian's InView Workforce Management (WFM) as the leading solution in both usability and functionality from among 17 solutions surveyed. The Nucleus Research report evaluated WFM vendors who provide functionality in three core areas: workforce scheduling, time and attendance, and leave management. Nucleus identifies two broad WFM trends within their report: WFM solutions as a means of controlling increasing labor costs, and a preference for true SaaS solutions to achieve further cost reduction. InView received high scores for providing the only true multitenant SaaS model among the leaders.

"The success and operational benefits our clients have achieved with InView Workforce Management are extremely exciting to see," said Howard Tarnoff, Senior Vice President and General Manager of Ceridian InView Workforce Management.

## Help MEET Become Event Site of the Year



APA is proud to announce that [MEET Las Vegas](#), home of the Las Vegas Payroll Learning Center, has been honored as an Event Site of the Year finalist by *Event Solutions* magazine!

Located on the third floor of MEET, the Learning Center features two computer-equipped classrooms, which host several APA courses, including Payroll 101 and 201.

The Event Site of the Year award is still up for grabs, and APA needs your help. Please show your support and [vote for MEET Las Vegas](#). It only takes a minute to vote, and every vote is vital for MEET to win this top honor and bring recognition to APA. Voting is open until January 31.

As you vote, you can [view MEET's award submission](#) to see all the great events APA has held at MEET over the past year. The venue was selected from hundreds of entries all over the world.

Thank you for supporting [APA's Las Vegas Learning Center!](#)

## 2012 Congress: Register Online, Save \$100

The upcoming 30th Annual Congress, scheduled for May 6-10, in Orlando, is less than four months away. [Check out the Congress homepage](#), and use it to register for the upcoming payroll and accounts payable conference. [Do so now and save \\$100 off](#) registration.

The Congress homepage features online resources aplenty, including:

\*Housing information for both [attendees](#) and [exhibitors](#)

\*Access to every issue of *Congress Today*, APA's on-site daily Congress newsletter (great for first-timers looking to get a feel for what Congress is all about)

\*[Orlando-area maps](#)

## Digital Catalog One-Stop Shop for Payroll Education

[APA's 2012 Digital Catalog](#), now available, offers APA's full menu of educational resources. That includes texts, printed and electronic, as well as training, both in-person and online. Make your picks in the [2012 Digital Catalog](#) to build a professional development plan perfect for you and your team.

## BUYERS' GUIDES

Use these handy Adobe files to find the tools you need to accomplish your payroll goals. To access these Buyers' Guides, download the appropriate .pdf file to your computer and open it.

Featured this month:

### [\\*Time & Attendance Systems Buyer's Guide](#)

These other Buyers' Guides are also available:

### [\\*2011 Outsourcing Options Buyer's Guide](#)

### [\\*2011 Global Payroll Service Providers Buyer's Guide](#)

### [\\*2011 Tax Filing and Year-End Solutions Buyer's Guide](#)

### [\\*2011 Self-Service Solutions Buyer's Guide](#)

### [\\*2011 Time & Attendance Time Capture Technologies Buyer's Guide](#)

### [\\*2011 Paycard Providers Buyer's Guide](#)

### [\\*2011 Workforce Management Buyer's Guide](#)

### [\\*29th Annual Congress Expo Directory](#)

### [\\*2011 SaaS Providers](#)

### [\\*2011 Software Solutions](#)

### [\\*2011 Yellow Pages](#)

### [\\*2011 Time & Attendance Systems](#)

### [\\*2010 Vendor Showcase](#)

### [\\*2010 Tax Filing Solutions](#)

### [\\*2010 Global Payroll Service Providers](#)

### [\\*2010 Paycard Providers](#)

### [\\*2010 Workforce Management](#)

## NEW MEMBERS

# APA Welcomes 306 New Members!

To use this [new member list](#), download the file to your computer and open the file. You should see a listing of states and Canada in the left-hand frame (the "Bookmarks" window). Simply click on the state you want and you will go to the proper page. If you do not see the Bookmarks window, click F5. This list can be printed on any printer.

To contact new members on this list: Use the APA's searchable online membership directory (for use by APA members only). The directory is really easy to use. Just log in to the Members Only page by using the login at the right. After you log in, click on Member Directory and you will be transported to the Member Search page.