



Welcome to PAYTECHonline for June 2009

TOP STORY



TOP STORY

Employees Could Find Themselves Underwithheld in 2009

New 2009 withholding tables issued to implement the Making Work Pay tax credit may leave some employees in an underwithheld position by year's end. Learn how organizations can aid their employees in preventing this via the IRS's Withholding Calculator.

PAYROLL RESOURCES

See How Others Have Saved Thousands

Payroll organizations can attain lower costs by implementing best practices to increase performance. The 2009 Performance Studies will help participants increase both efficiency and effectiveness. Find out how your organization can participate.



CHAPTER NETWORK

Online Study Group Helps Member Earn Certification

Read how APA member Cindy Mastrofrancesco, CPP, achieved her Certified Payroll Professional designation with the help of her chapter's online certification study group, and learn how your chapter can help its members with achieving certification as well.

FEATURE

Health Care Subcommittee to Tackle Regulatory Issues

The new Health Care Best Practices Subcommittee wants to be payroll's voice for growth in regulatory compliance and reform in the health care industry. Read about this new subcommittee of the Strategic Payroll Leadership Task Force, and find out how you can get involved.

WEBSITE NEWS

Check Out the Sights and Sounds of the 27th Annual Congress

The 27th Annual Congress, which took place May 19-23 in Long Beach, Calif., was an extravaganza of payroll- and accounts payable-related education and networking. Check out highlights of the event, including on-site video, the *Congress Today* daily newspaper, and other happenings. Plus, info on the upcoming 2010 Congress!



WEBSITE NEWS

IRS Takes to YouTube to Relay Its Message

Inspired by APA's success reaching thousands via the Web, the IRS has launched its own YouTube channel to spread service-related information. This includes job postings, IRS history, and various initiatives.

VENDOR NEWS

Sage Unveils Timesheet 9.8

New Sage Timesheet version to expand time capture capabilities; ADP named to DiversityInc's "25 Noteworthy Companies" list; Ceridian partners with ACI to provide tax credit services; and Journyx announces Timesheet 7.7 and Organization Chart Manager.

PAYROLL EVENTS

Fall Forum to Offer 'World-Class' Leadership Certificate Program

Scheduled for September 16-18 at the luxurious M Resort in Las Vegas, The Fall Forum: Road to World-Class Performance features a special Leadership Certificate Program, designed to equip you with tools vital to improving your organization's bottom line, in both the global and domestic arenas. Learn how you can be a part of this one-of-a-kind conference.



NEW MEMBERS

APA Welcomes 322 New Members!

Our online, searchable-by-state listing is very handy. Use it to contact payroll people in your area, including 322 new payroll peers.

BUYER'S GUIDE

The 2009 Paycard Providers Buyer's Guide

This month's guide is the 2009 Paycard Providers Buyer's Guide. And that's not all. You can also find an extensive list of 2007, 2008, and 2009 Buyer's Guides.

Top Story

Many Employees May Find Themselves Underwithheld for 2009



The new 2009 withholding tables issued to implement the Making Work Pay (MWP) tax credit may place some employees in a slightly underwithheld situation by the end of the year. To avoid worker complaints during tax filing season next year, employers may want to tell them to use the [IRS's Withholding Calculator](#), which has been updated to reflect the impact of the MWP tax credit, and then file a new Form W-4.

In particular, the following people may be affected:

- *married couples with both spouses earning wages
- *individuals working multiple jobs at one time
- *anyone who may be claimed as a dependent on another person's return
- *people receiving income from a pension
- *individuals receiving economic recovery payments

PAYROLL RESOURCES

Does Your Organization Measure Up?

Find Out With 2009 Performance Studies

By Clint Hale

Are you interested in transforming your organization into a top performer and saving thousands of dollars? Would you like to leverage best practices to reduce costs while maintaining high-level service? If so, you should participate in one of the [2009 Performance Studies](#). The studies are:

- *Payroll Performance Study
- *Workforce Management Performance Study
- *Accounts Payable Performance Study



APA is conducting these studies in cooperation with [The Hackett Group](#). You can sign up to participate in these studies only until August 7. The studies are available exclusively to members of the APA.

"The Payroll, Workforce Management, and Accounts Payable performance studies are a fantastic way to understand how to make your organization into a top performer," said Jenny Provenzano, CPP, Senior Director of Education Services for APA. "They focus very specifically on how the best organizations in the world increase operational efficiency--and more importantly, how they save money by doing so. If you want your organization to be world-class, participate in one of our studies."

Study participants will learn how to:

- *Evaluate current process costs and best practices for efficiency and effectiveness.
- *Compare their organizations to top performing organizations across more than 100 metrics.
- *Build a business case for transforming their organizations to be more efficient and effective.

Participants in the Payroll Performance Study will also:

- *Get insights on the characteristics of top-performing payroll departments.
- *Pinpoint payroll cost drivers and identify potential savings for their organizations.
- *Discover how their organizations leverage proven best practices, and how well they do so.

"The Payroll Performance Study always provides good information," said Lauren Cargil of Colorado Springs Utilities, a participant in the 2008 payroll study. "I always benefit from hearing how other companies handle situations."

All participants will receive a custom presentation and report that compares individual results with top performers and other participants, as well as an exclusive invitation to a webcast that will discuss key findings from study results.

"The executive presentation is a very powerful tool that provides empirical data to help tell their payroll story," said Felicia Cheek, Payroll Advisory Program Manager for The Hackett Group.

Your responses will remain confidential and will be used only in combination with those of other study respondents to develop a composite picture.

"All information gathered during the study was very clear and concise," said Yolunda Haynes, CPP, of Harrah's Entertainment, a 2008 payroll study participant.

Prism Award Nominations Being Accepted

Now is the time to prove your department's worth by sending in your nominations for the 2009 Prism Awards for Best Practices. Companies of all sizes are welcome to nominate their departments, and any department involved in payroll, finance, or accounting is eligible.

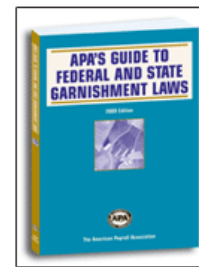
The 2009 Prism Awards will be presented to innovative payroll departments that exhibit best practices in four different categories:

- *Technology
- *Management
- *Processes
- *Overall Best Practices

[Download the Prism Award nomination form](#) to enter your company. All nominations are due by **July 10, 2009**.

Latest on Garnishments Available

[APA's Garnishments Forum](#) is coming to several cities this August. If you miss it, you can still catch up on the latest in processing garnishments in your payroll operations. [APA's Guide to Federal and State Garnishments Laws](#) is the authoritative text on remaining in compliance with garnishments-related laws in your state and on the federal level. For those interested in more computer-based learning, the text is also available in a convenient [E-Book](#).



Answers to June PAYTECH's Crossword Puzzle

Did you try your luck with the Crossword Puzzle in the June issue of PAYTECH? If you were stumped by a few of the clues, [look here for the answers](#). But ONLY look if you are truly ready to fess up to defeat!

Look for the next Crossword Puzzle in your August/September issue of PAYTECH.

CHAPTER NETWORK

Certification Study Group Yields CPP Success

By Cindy Mastrofrancesco, CPP

In April 2005, after enduring a layoff, I decided to take the [Fundamental Payroll Certification \(FPC\) exam](#). Thanks to hard work, not to mention the support of others, I passed the exam.

Two years later, while attending a conference provided through the [North Mississippi Chapter](#), one of the conference speakers, Raeann Hofkin, CPP, mentioned the online study group that my local chapter sponsored. Raeann encouraged conference attendees to pursue either one of APA's certification designations (CPP or FPC). Since my FPC designation was scheduled to expire at the end of 2008, I had to make an important decision; retake the FPC exam, or attempt the [Certified Payroll Professional \(CPP\) exam](#).

Within a couple of weeks, I enrolled in the [North Mississippi Chapter's online study group](#) to pursue the CPP designation. A friend, who had already passed the exam, warned me that the exam was quite a challenge. She did not say this to discourage me, but rather, wanted me to realize the level of education, discipline, and dedication necessary to achieve my CPP.

My current employer, as part of its financial support for my CPP preparation, purchased [PayTrain](#) and [The Payroll Source](#)[®], and provided an exam fee voucher. In addition to *The Payroll Source*, the online study group offered additional materials, articles, federal publications, and quizzes with each topic. Study group instructors were very supportive.

On April 26, 2008, the last day of the spring 2008 testing window, I arrived at the exam facility very anxious. After four hours of testing, I was relieved when the testing attendant informed me that I had passed. I could not hide the level of happiness as I dashed out of the testing facility with a huge smile on my face, heading to my car to make phone calls to all of those who had helped me along the way.

If you doubt yourself about taking the exam, don't. Find a study group or study partner, relax, stay focused, take a break when you feel stressed, and always think positively.

Cindy Mastrofrancesco, CPP, is Payroll Account Manager for Adams Keegan, Inc., in Memphis, Tennessee and APA's North Mississippi Chapter Secretary.



Cindy Mastrofrancesco, CPP

Chapter President Profile:

By Caren Bennett

Diane Kessler, CPP, certainly had her work cut out for her when she became President of the [Heart of Oregon Chapter](#). Founded in 2004, the chapter was only a year old when Diane took charge. Even so, she knew this fledgling chapter had the potential to fulfill the needs of payroll professionals in the community.

"I was excited by the opportunity to take something so new, establish it, and help it grow in a manner beneficial to payroll professionals," she said.

Diane knew that providing educational and networking resources for members would be a paramount goal for the chapter. As head of education, she spearheaded the chapter's first [certification study group](#). The chapter now holds two study group sessions per year.

Diane is also proud of the annual Oregon statewide payroll conference, which she both established and manages. The statewide conference provides an excellent opportunity for education and networking, and receives terrific feedback from attendees each year.

Diane Kessler, CPP



Diane Kessler, CPP

Heart of Oregon's growth over the past several years is quite astounding. In 2006, the chapter had about 15 members. Currently, it is approaching 100. Now that the chapter is more established, Diane is able to delegate more of the responsibilities to other members. In fact, the aspect of her chapter of which she is most proud is the high level of member involvement.

"We are a lot like a family, and not just a group," Diane said.

Although serving as Chapter President can prove challenging, Diane finds it very rewarding to see her ideas and goals come to fruition. Her experience as President has helped her grow both professionally and personally by allowing her to share and glean knowledge from others. Serving as Chapter President has also helped Diane in her career by providing the opportunity to become more involved with the community, as the Heart of Oregon Chapter participates in many charitable activities.

In her free time, Diane enjoys spending time with her family and participating in various outdoor activities. She attained her CPP in 2001, and is proud that she has been able to use her achievements to help others.

2009 Study Groups and Statewide Meetings

[Study Group list](#)

[Statewide list](#)

[Study Group Registration Form](#)

[Statewide Registration Form](#)

Contact Us

For anything chapter-related, or for more information about the issues above, please contact the Chapter Relations Department at (210) 226-4600 or chapterrelations@americanpayroll.org.

FEATURE

New Subcommittee to Tackle Hot-Button Health Care Topics

***APA Wants Your Input:
Join Health Care Best Practices Subcommittee***

By Clint Hale

APA has launched the Health Care Best Practices Subcommittee to prioritize training opportunities and be payroll's voice for growth in regulatory compliance and reform in the health care industry. This new subcommittee of the Strategic Payroll Leadership Task Force (SPLTF) is chaired by Christine Martinez, CPP, and Mirtha T. Johnson, CPP.

"As members of the American Payroll Association, and believing in the value of networking and listening to health care colleagues facing similar challenges, this is the proper next step for the SPLTF," Martinez and Johnson said in a joint statement. "Both of us have volunteered in local chapters and on other APA committees, and believe in working together through challenges."

The committee said it wants to bring functional and technical professionals in the health care industry together to share challenges and solutions. Martinez and Johnson said they are currently welcoming volunteers. To join the Health Care Best Practices Subcommittee, contact Jim Medlock, APA Director of Education and Training, at jmedlock@americanpayroll.org.

Martinez and Johnson said the plan is for the subcommittee to serve as an open forum to facilitate discussion topics. Among the many topics slated for discussion are best practices, staffing, regulatory issues, and much more. Each subcommittee meeting will have a predetermined subject defined by questionnaires sent to members in advance.

"In our first year, the goal is to gain participation and identify top priorities," Martinez and Johnson said. "Once established, we want to foster a networking base to help each member through formal meetings and sharing contact information for one-on-one networking. Most importantly, we want to gain a unified voice to work with vendors to improve existing or new products, and lobby through APA's voice as we face ever-changing reform and regulations."



Christine Martinez,
CPP



Mirtha Johnson, CPP

WEBSITE NEWS

Take a Look Back at the Sights, Sounds of the 27th Annual Congress

[The 27th Annual Congress](#), with nearly 200 workshops and the largest payroll/accounts payable exhibit hall in the world, was an extravaganza of education and networking. For those who missed out on Congress, or for those who simply want to relive it one more time, check out the video clips located along the right side of the page.



More Congress Online

[APA's Congress page](#), is the most full-featured yet. In addition to all four issues of *Congress Today* (APA's daily Congress newspaper), the page also features a link to the [Congress Facebook page](#), [a Congress pictorial](#), information on the 28th Annual Congress in Washington, D.C., and more.

The 28th Annual Congress is scheduled for May 25-29, 2010. [Those who register for the event now](#) will save \$150.

IRS Turns to YouTube to Spread Its Message

[The Internal Revenue Service](#) recently launched a [YouTube channel](#) to inform payroll professionals and the public alike about the agency and their many initiatives. Videos are hosted on [APA's Pay News Network YouTube channel](#). Topics on the channel include IRS careers, top tax return mistakes, information on e-filing, and direct deposit. Text transcripts of each video are also available.



National Payroll Week Promoted in *SSA/IRS Reporter*

The IRS and SSA must think highly of APA's National Payroll Week[®]; they are telling seven million employers and thousands of tax professionals about it in the summer 2009 edition of the [SSA/IRS Reporter](#).

As the article states, NPW "celebrates the hard work of America's 156 million wage earners, the payroll professionals who pay them, and the organizations for which we all work." The article also encourages readers to go to [the NPW Website](#), which includes handy tools for employees to better understand their pay and make it go farther.

Of course, one of the best reasons to go to the NPW Website is to complete the short survey and be entered into a drawing for a free paycheck and a free trip for two to Las Vegas! Check out [the NPW Website](#) for information about your pay, tips on how to celebrate in your workplace, and to volunteer for Money Matters National Education Day, September 10.

VENDOR NEWS

Sage Timesheet 9.8 Expands Time Capture Capabilities

Sage has announced enhancements to its timekeeping solution, Sage Timesheet. Version 9.8 provides electronic time-keeping capabilities for users of Sage Abra HRMS.



The company said Sage Abra Timesheet 9.8 is now available as an integrated option for Sage Abra SQL HRMS. It allows employees to enter time worked online and supervisors to approve time entries. Plus, it enables Abra Payroll administrators to easily control the time approval process. Sage Timesheet integrates with project management, payroll, and billing systems.

To learn more, visit [the official Sage website](#).

ADP Named to DiversityInc's '25 Noteworthy Companies' List

ADP has been named one of the 25 Noteworthy Companies for 2009 by [DiversityInc magazine](#). This list recognizes companies that demonstrate strength in four areas: CEO commitment, human capital, corporate and organizational communications, and supplier diversity.



ADP said it actively promotes an inclusive work environment with initiatives that include an executive diversity council, work/life benefits, regional diversity councils, and supplier diversity.

"Our commitment to diversity is essential to creating an engaged workforce that delivers world-class service to our clients," said Gary Butler, President and CEO of ADP.

To learn more, visit [ADP's website](#).

Ceridian Partners With ACI to Provide Tax Credit Services

Ceridian has partnered with Associated Consultants, Inc. (ACI) to offer businesses a new tax credit solution. Ceridian Tax Credit Services helps clients use government tax credit programs to reduce their tax liability and improve bottom line results.



Ceridian Tax Credit Services uses a straight-forward process to help companies take advantage of government tax incentives. Ceridian continues to help companies remain compliant and make the best use of today's challenging new regulatory environment. Ceridian's integrated solutions and valuable expertise can help companies anticipate and plan for the new laws and regulations.

To learn more, visit [the Ceridian website](#).

Journyx Announces Timesheet 7.7 and Organization Chart Manager

Journyx has announced a new version of its flagship product, Journyx Timesheet 7.7, and a new tool for building a graphical representation of your company--Journyx Organization Chart Manager. The company said both of these products are designed to help customers realize substantial savings by automating time collection and processing.



New features of Timesheet 7.7 include holiday schedules, project owners/backup owners, and reporting and administration. Journyx Organization Chart Manager builds a graphical representation of an organization, and automatically creates the necessary reporting and approval infrastructure to help improve approval and reporting workflows. Features of the Organization Chart Manager include the Organization Chart Compliance tool, Organization Chart Viewer, Organization Chart User data exporter, and the Organization Chart Reader.

To learn more, visit the [Journyx website](#).

PAYROLL EVENTS

Fall Forum Provides World-Class Solutions for Leadership-Driven Companies



The luxurious M Resort in Las Vegas, home to The Fall Forum: Road to World-Class Performance.

APA's [Fall Forum: Road to World-Class Performance](#) is tailored to fit the needs of current and aspiring executive managers and leaders, those who are interested in improving their organization's bottom line, both domestically and globally. The Fall Forum, scheduled for September 16-18 at the luxurious [M Resort in Las Vegas](#), will offer global strategies, innovative practices, and leadership techniques sure to help you maximize resources and control costs in your payroll operation. [Register today](#) to ensure your spot at this exclusive, leadership-driven APA conference.

Certificate Programs Now Offered at Learning Centers

All Payroll 101 and 201 participants will now receive certificates of achievement after completing the vigorous, week-long programs. [Payroll 101: The Foundations of Payroll Certificate Program](#) and [Payroll 201: The Payroll Administration Certificate Program](#), are each held throughout the year at APA's Payroll Learning Centers in San Antonio and Las Vegas. Additionally, participants in each course will have the opportunity to take the [FPC exam](#) (Payroll 101) and [CPP exam](#) (Payroll 201) on the Friday afternoon following the end of each course.

APA Education Calendar of Upcoming Events

Payroll Learning Center Courses

[Payroll 101: Foundations of Payroll Certificate Program](#)
[Payroll 201: The Payroll Administration Certificate Program](#)
[Payroll 250: Payroll Administration in Canada](#)
[Payroll 260: Payroll Administration in the United Kingdom](#)
[Payroll 270: Implementing Payroll Best Practices](#)
[Payroll 280: Payroll System Selection and Implementation](#)

Payroll Training

[Intermediate Payroll Concepts](#)
[Payroll Practice Essentials](#)
[Strategic Payroll Practices](#)
[Advanced Payroll Concepts](#)

Specialty Seminars

[Mergers & Acquisition Forum](#)
[Local Income Tax Compliance](#)
[Audio Seminar Series](#)
[Audio Seminars On Demand](#)
[Garnishments Forum](#)
[Payroll Issues for Multi-State Employers](#)
[Payroll Tax Forum](#)

Webinars

[Accounts Payable Webinars](#)
[Calculating Paychecks Webinar](#)
[Garnishments Forum Webinar](#)
[Local Income Tax Compliance Webinar](#)
[Payroll Webinars](#)
[Wage and Hour Summit Webinar](#)

[APA Education Course Listing](#) -- Find a class near you, as well as information on all APA courses.
[APA Compliance and Education Calendar](#) -- dates, locations

NEW MEMBERS

APA Welcomes 322 New Members!

Use this handy Adobe .pdf file to find new members in your area.

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.

BUYER'S GUIDES

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

Featuring this month:

[2009 Paycard Providers Buyer's Guide](#)

These other Buyer's Guides are also available:

[2009 Software-as-a-Service \(SaaS\) Providers](#)
[2009 Workforce Management Buyer's Guide](#)
[2009 e-Payroll Providers Buyer's Guide](#)
[2009 Payroll & HR Consulting Services Buyer's Guide](#)
[2009 Self-Service Solutions](#)
[2009 Time & Attendance Systems](#)
[2008 Data Privacy](#)
[2008 Tax Filing Solutions](#)
[2008 Biometric & Other Time and Attendance Technologies](#)
[2008 Garnishment Options](#)
[2008 Outsourcing Options](#)
[2008 Paycard Providers](#)
[2008 Workforce Management](#)
[2008 Unemployment Insurance Administration Solutions](#)
[2008 Application Service Providers](#)
[2007 Forms, e-Forms & Check-Printing Solutions](#)
[2007 Benefits Administration Outsourcing](#)

All Buyer's Guides can be downloaded. Use these handy Adobe files to find the tools you need to accomplish your payroll goals. To use these Buyer's Guides, download the appropriate .pdf file to your computer, and open the file.