



Payroll Chat

Upstate SC Chapter of
the American Payroll
Association

Volume 2, Issue 2
March 2012

Year Two...

2011-2012 Officers

President

Ingrid Smith, CPP, PHR

Abitibi Bowater

864.282.9364

ingridsmith@yahoo.com

President-elect

Cindy Fowler

Denny's Inc.

864.597.8062

cfowler@dennys.com

Secretary

Tera Ehlers

Integrated Power Services

864.451.5622

tlehlers@ips.us

Treasurer

Linda Sweet

AxonHentzen Aerospace

864.299.2819

lsweet@axonhentzen.com



Greetings! As we embark on year two of the Upstate SCAPA I would like to thank all of the officers, committee chairs and members who stepped up to make the chapter the success it was in it's first year! Based on the team work from our first year, we are looking forward to the continuing growth of the chapter.



other North and South Carolina chapters!

Looking back, we made quite a splash in our first year. By year-end we had over 40 paid members. We had articles about our chapter published in PayTech and the online APA magazine, we participated in National Payroll Week with several members teaching "Money Matters", and contributed to the troops as part of the Region 6 effort to make a difference. We held monthly meetings that offered a total of 20 RCH's to members. We also held our first study group and had four members pass the CPP and one pass the FPC exam. The chapter also co-sponsored the Carolinas Payroll Conference with the

I look forward to continued success and growth in the chapter as we move forward. Please consider joining the chapter if you haven't already and attending the monthly meetings. We can only build the chapter and serve your needs if you participate in YOUR Upstate SCAPA Chapter!

Please visit our website at
<http://www.upstatescapa.org>

Upcoming Meetings

- March 8** General Meeting, 5:30 p.m. Dinner, 6:00 p.m. Speakers
Location - Tri-County Tech, Easley
Topic - SC DEW, 2 RCH's Anticipated
Board Meeting – Immediately Following General Meeting
- April 12** General Meeting, 5:30 p.m. Dinner, 6:00 p.m. Speakers
Location: To Be Announced
Topic: Federal Immigration, 2 RCH's Anticipated
Board Meeting – Immediately Following General Meeting
- May 10** Location and Topic: To Be Announced, 2 RCH's Anticipated
- June 14** Location: To Be Announced, Topic: IRS, 2 RCH's Anticipated



Member Bio's

Name: Louise Hartsell

Employer: Elliott Davis, LLC

Job Title: Accounting Resources Specialist

Why did you decide to take the CPP? In my department, most of the employees are QuickBooks certified. Since I really didn't want to work in QB, I decided to concentrate on compliance. I handle almost all the payroll issues (questions from clients, co-workers and bosses, payroll tax notices, etc) as well as reviewing all payroll returns, updating the department of payroll tax changes, and dealing with 1099s and sales tax. It seemed like a reasonable goal to become certified in payroll.

How long have you been in payroll? I started around 1989.

Why do you continue to do payroll? I really like resolving issues that the clients have with the tax agencies. The average person does not understand how to communicate with the IRS, SSA and state agencies.

Family information? My husband, Rick, and I will celebrate our 25 wedding anniversary this year. Our children are two 9 year old cats named Boris and Natasha.

What are your hobbies and interests? Rick and I enjoy bicycles. We usually take bike tours for our vacations and usually ride over 200 miles on the bikes.

Name: Vicki 'Lynn' Shook

Employer: Tri-County Technical College

Job Title: Payroll Coordinator

Why did you decide to take the CPP? For the future... meaning just in case I had to find other employment as a senior citizen

How long have you been in payroll? Over 20 years

Why do you continue to do payroll? Numbers don't lie and I like the black and white of accounting. The HR side of the job is not as clear some days.

Family information? Married, with one daughter and one granddaughter

What are your hobbies and interests? Fishing, stained glass and woodworking

Leadership and Open Leadership Opportunities

Education Chair

Terri James
Saad & Manios, LLC
864.277.9600
terrijames@saadandmanios.com

At-Large Director

Denise Salopek, CPP
American Services, Inc.
864.981.2226
dsalopek@amsvcs.com

Membership Chair

Bethany Garrison, CPP
Greenville Hospital System
864.797.7717
bgarrison@ghs.org

At-Large Director

Louise Hartsell
Elliott Davis
lhartsell@elliottdavis.com

Communications Chair

Open

MUGS FOR SALE!

All upcoming general meetings, \$10 each.
Please support the chapter by buying an insulated mug!

Payroll Certifications/Study Group

Are you interested in investing in your future? How about sitting for the FPC or CPP exam?

The FPC is a certification for payroll beginners and service and support professionals with payroll knowledge. There is no payroll experience requirement to take this exam. The CPP is a certification credential for those with payroll knowledge and experience.

If you would be interested in participating in a study group to prepare for the Spring testing window, please contact the Chapter at info@upstatescapa.org.

2012 Testing Window — Spring March 21 - April 28, 2012

RCH's will be offered at every monthly general meeting of the Upstate SC Chapter of the APA!





Why Green is Your Color: A Woman's Guide to a Sustainable Career

The U.S. Department of Labor announced the availability of "Why Green is Your Color: A Woman's Guide to a Sustainable Career," which is designed to help women find and keep higher paying jobs in the clean energy economy.

The online publication, available at http://www.dol.gov/wb/Green_Jobs_Guide/GreenJobs%20Final_11.2011.pdf will help workers learn about a range of in-demand and emerging jobs, as well as job training opportunities and career development tools, in the clean energy economy. The guide also serves as a resource for workforce development professionals, training providers, educators, career counselors and women's advocacy organizations.

"Many occupations in the clean energy economy remain virtually untapped by women," said Sara Manzano-Díaz, director of the Women's Bureau. "This guide is an invaluable resource that workforce professionals can use to help women transition into higher paying jobs that serve as a pathway into the middle class. It is also a tool to help fight job segregation."

The guide is an outcome of nationwide roundtables at which leaders from the public and private sectors discussed opportunities for women in the clean energy economy. These conversations revealed that an overall lack of awareness and information about nontraditional jobs was a significant challenge to women hoping to succeed in this marketplace. Information about the roundtables is available at <http://www.dol.gov/wb/media/green.htm>.

Additional resources to help women succeed in nontraditional and emerging job sectors are available by contacting the Women's Bureau at 202-693-6710 or visiting its Web pages at <http://www.dol.gov/wb>.

The Women's Bureau, established by Congress in 1920, is the only federal agency designated to represent the needs of working women. Today, the bureau's goal is to empower all working women to achieve economic security by preparing them for higher paying jobs, ensuring fair compensation, promoting workplace flexibility and helping homeless women veterans reintegrate into the workforce.

*Sara Manzano-Díaz
Director of the Women's Bureau
U.S. Department of Labor*

"The emerging clean energy economy is shaping employment opportunities across the country. The growing commitment to sustainability has increased the demand for green products and services....The resulting increased demand for workers offers exciting opportunities for women because jobs in the clean energy economy generally offer higher wages and better benefits."



DOL Offers Free Advice on Federal Employment Laws

The Department of Labor has developed a series of online advisors who help employees and employers understand their rights and responsibilities under federal employment laws that govern such areas as minimum wage and overtime, workplace poster requirements, health benefits, and more. [Consult the elaws Advisors at the Department of Labor's website](http://www.dol.gov/elaws/), <http://www.dol.gov/elaws/>



Do you have job opens at your employer? We will be happy to include your listing in the Payroll Chat, website, and e-mail the membership with your information. Please contact Ingrid Smith at info@upstatescapa.org with a brief job description and contact information.

Compliance Corner

<http://legacy.americanpayroll.org/currently/pcwebpage.html>

- **SC Update – Form W-2 electronic filing portal available**

Employers can now file Forms W-2 electronically with the Department of Revenue (DOR) using the online business portal, SC Business One Stop, at https://www.scbos.sc.gov/Run_Your_Business/SC_Dept_of_Revenue_Filings/W2_Portal.aspx. The SCBOS W2 Portal allows small employers to use a direct entry method and larger employers and payroll service providers that file on behalf of multiple clients to file information in a single file. Employers that file 250 or more Forms W-2 must file electronically or on magnetic media (CD) by 2-29-12.

- **Pre-shift work performed without employer's knowledge was not compensable**

Susan Kellar was employed by Summit Seating, Inc., a manufacturer of seating for motor vehicles, as an hourly-paid sewing manager supervising seven-eight employees. She regularly arrived at the factory before the start of her 5:00 a.m. shift to make coffee, review employee schedules, distribute fabric and other materials to her subordinates' work stations, and prepare prototype models for production. When Kellar sued to recover unpaid overtime wages under the FLSA for this pre-shift activity, the Seventh Circuit Court of Appeals ruled that it was not compensable because even though it was neither preliminary nor de minimus, Summit did not know or have reason to know that she was working before the start of her shift. *(For more information see above link)*

- **Employer has duty to honor IRS levy, not to determine its validity**

When US Airways received a *Notice of Levy* from the IRS requesting that the company garnish the wages of employee Thomas Gust, the airline honored it. Gust then sued US Airways for negligence, claiming that the airline should have known that his wages were exempt from garnishment and the *Notice of Levy* was invalid. He argued that an employer has a duty to test the validity of a levy it receives from the IRS and to question the status of the wages sought to be garnished....A US District Court dismissed Gust's lawsuit. *(For more information see above link)*

- **SSA says it will resume mailing some benefit statements**

Responding to inquiries from members of the Senate Special Committee on Aging (SSCA), the SSA has announced plans to resume mailing Social Security Statements to some workers and eventually to make the information available to all workers. *(For more information see above link)*

- **Adjunct professor was a common law employee, not a statutory employee**

William Schramm worked as an adjunct professor for Nova Southeastern University from 1999-2007. Schramm taught 4-12 online courses per year for NSU, each of which was covered by a separate employment contract. Along with his federal income tax return for 2006, Schramm filed a Schedule C, *Profit and Loss from Business*, claiming deductions for expenses he incurred while teach at NSU. He appealed to the Tax Court when the IRS issued a Notice of Deficiency, arguing he was a statutory employee. The court concluded that Schramm was a common law employee and therefore could not deduct his expenses on Schedule C. *(For more information see above link)*

- **Police officers covered by 'Special Detail' exemption were not entitled to overtime**

Fort Worth, Texas, police officers were not entitled to overtime pay for off-duty assignments because those assignments were covered by the "special detail" exemption of the FLSA, a US District Court has ruled. *(For more information see above link)*

2012 Annual Budget

Income—DRAFT

Dues	
Regular \$50 x 30 members =	\$ 1,500
Unemployed \$25 x 5 members =	\$ 125
Sale of logo merchandise	\$ 70
Carryover from 2012	<u>\$ 1,400</u>
Total Income	\$ 3,095

Expenses — DRAFT

Speaker gifts (logo item in gift bag)	\$ 50
Logo merchandise (50 items)	\$ 100
Conference contribution	\$ 750
Refreshments (\$40 x 12 meetings)	\$ 480
Technology	\$ 250
PO Box	\$ 65
Supplies	\$ 250
Carryover to 2013	<u>\$ 1,150</u>
Total Expenses	\$ 1,945

Treasurer's Report (as of January 31, 2012)

Opening Balance **\$1,433.48**

Income

Dues (11 memberships)	\$ 550.00
Sale of Mugs	\$ 00.00
Dinner payments	<u>\$ 00.00</u>
TOTAL	\$ 550.00

Expenses

Technology	\$ 0.00
Speaker Gifts	\$ 0.00
Logo Merchandise	\$ 0.00
Refreshments	\$ 0.00
Dinner expenses	\$ 0.00
PO Box	\$ 62.00
Supplies	\$ 0.00
Conference Expenses	<u>\$ 0.00</u>
TOTAL	\$ 62.00

Closing Balance **\$1,921.48**

Important Dates



The 30th Anniversary Congress brings you more workshops, more networking opportunities, and more recertification credits! Only at Congress will you be able to choose from more than 200 workshops over 4-1/2 days and earn 30 RCHs or 35 CPE credits! Congress offers a wide variety of educational workshops; the world's largest payroll, accounts payable, and finance Expo with over 100 exhibitors; and countless networking and motivational opportunities among 2,500 attendees.

Congress 2012 is being held at the Gaylord Palms Resort and Convention Center in Orlando, FL, **May 6-10, 2012.**



September 19-21, 2012

Las Vegas, NV

Control costs and maximize resources in your operations with cutting-edge technologies, innovative practices, and proven leadership techniques.



**Carolinan Payroll
Conference**

November 7-10, 2012

North Myrtle Beach, SC

Registration will open in June/July

<http://www.carolinanconference.org/>

**Upstate SC Chapter of the
American Payroll Association**

PO Box 1681
Greenville, SC 29602

E-mail: info@upstatescapa.org

Website: <http://www.upstatescapa.org>



**Look for us
on LinkedIn!**

RCH Info

RCH's will be awarded to members of the Upstate SC Chapter of the APA. Members are defined as those having paid their dues for the current year.

RCH certificates will be e-mailed to members who have signed in on the official sign-in sheet and indicated that they need a certificate. RCH's will be awarded for each hour attended.

Questions? Contact Ingrid Smith

Upcoming Educational Opportunities from APA

PAYROLL PRACTICE ESSENTIALS

Atlanta, GA - March 28 - 30, 2012

Location: To Be Announced

Course Code: 12PPE01C

LEADERSHIP CERTIFICATE PROGRAM

Charlotte, NC - April 02 - 04, 2012

To Be Announced

Course Code: 12LCP01C

PAYROLL ADMINISTRATION CERTIFICATE - CPP

Las Vegas, NV — April 16-20, 2012

APA Learning Center

Course Code: 12201L03

PAYROLL ISSUES FOR MULTI-STATE EMPLOYERS

Charlotte, NC - 04/19/2012

To Be Announced, Course Code: 12MUL08C

FOUNDATIONS OF PAYROLL CERTIFICATE - FPC

Las Vegas, NV — April 23-27, 2012

APA Learning Center

Course Code: 12201L04

INTERMEDIATE PAYROLL CONCEPTS

Atlanta, GA - June 11-12, 2012

To Be Announced, Course Code: 12IPC02C

PAYROLL TAX FORUM

Charlotte, NC - June 19, 2012

To Be Announced, Course Code: 12PTF11C

Atlanta, GA - June 20, 2012

To Be Announced, Course Code: 12PTF13C