

2015 MI Statewide Payroll Conference

October 22nd & 23rd



Fire Up Your Payroll Knowledge!

You are invited to attend the 26th Annual Michigan Statewide Payroll Conference hosted in Battle Creek, MI.

THE HEAT IS ON! ACA, Garnishments, Compliance, to name a few, are areas of our industry that you need to stay current on. The 2015 conference delivers the most up-to-date information for payroll professionals as speakers representing industry, government and more will present and discuss the latest topics in our industry!



The two-day conference has been approved for 8 RCHs and is an excellent time to create an opportunity for networking, collaboration and the sharing of information.

NEVER UNDERESTIMATE THE POWER OF NETWORKING!

We are looking forward to meeting you in Battle Creek, MI in October at what promises to be a most stimulating and enjoyable event

BROUGHT BACK BY POPULAR DEMAND! ROUNDTABLE FOR COLLEGE/UNIVERSITY PAYROLL PROFESSIONALS!



Colleges and Universities face unique issues in payroll. Join our Higher Education Roundtable for College/University Payroll Professionals on Wednesday afternoon from 12:00 until 5:00. This roundtable is designed specifically for those in Higher Education and has been approved for 4 RCHs!

Brought to you by the Detroit, West Michigan and Great Lakes Bay Chapters of the APA

Agenda at a Glance

WEDNESDAY, OCTOBER 21, 2015

12:00 pm - 5:00 pm Roundtable for College/University Payroll Professionals

THURSDAY, OCTOBER 22, 2015

7:00 am - 8:00 am Registration /Vendors /Continental Breakfast
8:00 am - 9:45 am Opening General Session
9:45 am - 10:45 am Break / Sponsor Networking / Meet the Chapters
10:45 am - 11:45 am Workshop 1
11:45 am - 1:15 pm Buffet Lunch / Sponsor Recognition / Sponsor Networking
1:15 pm - 2:15 pm Workshop 2
2:15 pm - 2:45 pm Break / Sponsor Networking
2:45 pm - 3:45 pm Workshop 3
3:45 pm - 4:00 pm Break
4:00 pm - 4:15 pm Sponsor Prize Drawings
4:15 pm - 5:15 pm Workshop 4
6:00 pm - 9:00 pm Thursday Social Event, includes dinner, cash bar

FRIDAY, OCTOBER 23, 2015

7:00 am - 8:00 am Late Registration / Continental Breakfast
8:00 am - 9:30 am Workshop 5
9:30 am - 9:45 am Break
9:45 am - 11:15 am Workshop 6
11:15 am - 11:30 am Break
11:30 am - 12:30 pm Workshop 7
12:30 pm - 1:30 pm Buffet Lunch / Charity Recognition
1:30 pm - 2:30 pm Closing Session
2:30 pm - 3:00 pm Conference Wrap Up

CANCELLATION POLICY

Prior to 10/6/15 the conference fee is refundable, less a \$25 administrative fee. Since we must commit to the hotel, no refunds will be given after 10/6/15. Substitutions are allowed and encouraged.



Keynote Speakers

EMILY ROOK, CPP, AMERICAN PAYROLL

ASSOCIATION SPEAKER, is a consultant specializing in employment taxes and payroll systems. She works with clients on projects that include payroll system and payroll process analysis and reviews, etc. Emily has over 40 years of experience dealing with payroll, payroll taxes, and payroll accounting, including managing the payroll production.



KIM MONAGHAN, OPENING SESSION, from KBM Coaching & Consulting LLC, helps professionals develop amazing careers and organizations develop amazing talent. An ICF Certified Professional Career Coach with over 15 years experience coaching clients throughout the U.S., Kim is dedicated to helping her clients successfully advance, transition or be happier their careers.

PHIL HEDGSPETH, CLOSING SESSION

SPEAKER, is a Corporate Trainer and Leadership Coach, has been a part of HelpNet for five (5) years. Phil has over 30 years experience in providing organizations with proven principles for personal and team success. His unique delivery of material reflects his genuine and passionate commitment to every customer encounter.



READ MORE ABOUT THESE SPEAKERS ON THE STATEWIDE WEBSITE!

Workshop Schedule

Thursday, October 22, 2015

WORKSHOP 1 - 10:45 - 11:45

1A - Healthcare Reform & Other Regulations - Part 1

- Large Group Reporting (6055 & 6056) • Tracking Variable Hour Employees • Department of Labor Audits

~Joel Clark & Jenn Young of J.S. Clark Agency, Inc.

1B – Your Role as a Fiduciary – Employee Financial Education

- Employee Concerns • Selecting an Education Provider
- Retirement Plan Review Checklist

~Deb Moon of Edward Jones

1C - Payroll Compliance: 2015 & 2016 Legislation Updates

- 2015 Year End Issues and Reminders and Federal and State Changes
- Federal and State Unemployment – Deficit States and Surcharges
- Federal and State Legislative Issues, Changes and Proposals

~Jim Paille, CPP, APA President-Elect and Director of Operations
myPay Solutions, Thomson Reuters

WORKSHOP 2 - 1:15 - 2:15

2A - Healthcare Reform & Other Regulations - Part 2

- Large Group Reporting (6055 & 6056) • Tracking Variable Hour Employees • Department of Labor Audits

~Joel Clark & Jenn Young of J.S. Clark Agency, Inc.

2B – Independent Contractors

- Learn the IRS methods of determining status • Consequences of Misclassification • Basics of TIN Matching

~Emily Rook, Member of the APA Board of Directors and Consultant with Circle Financial Services

2C – Health Insurance Portability and Accountability Act (HIPAA)

- Privacy Basic Requirements • Breach Management • Tools and Resources to Assist with Compliance

~Kat Lacy-Wilson of Gallagher Benefit Services

Workshop Schedule

WORKSHOP 3 - 2:45 - 3:45

3A – Get your Child Support Income Withholding Orders electronically and more!

- How the Federal electronic Income Withholding Order (e-IWO) process works
- Benefits of the e-IWO process
- Michigan's implementation and experience with the e-IWO process

~*Bill Stuart, Federal, and Chris Townsend, Michigan, of Office of Child Support Enforcement*

3B – Best Practices for Controlling State Unemployment Costs

- Summary of the Unemployment Insurance System & Tax Rate Calculations
- Methods for Controlling Unemployment Costs
- Compliance Responsibilities / Federal & State Legislative Updates

~*Matt Kaufer, Vice-President at Barnett Associates*

3C – Employment Tax Planning for Mergers & Acquisitions

- Review Types of Mergers & Acquisitions
- Transfers of Experience for State Unemployment Insurance Rating
- Planning Best Practices

~*Scott Bankert of Equifax Workforce Solutions*

WORKSHOP 4 - 4:15 - 5:15

4A – Michigan Garnishment Reform

- Major Change to Garnishment Law Effective September 2015
- New Law has Rules & Process to Protect Employees and Garnishees
- New Law allows Employers to Deduct any Default Judgment from Employees

~*Martin Brook of Ogletree, Deakins, Nash, Smoak & Stewart, PLLC*

4B – Multi-state Taxation

- What are the rules of: • Residency • Reciprocity • Resident vs. non-resident taxation

~*Emily Rook, Member of the APA Board of Directors and Consultant with Circle Financial Services*

4C – We Have to Pay How Much??? Wage Issues in US Immigration Case

- Identify Where Wage Requirements Do and Do Not Apply
- Obligation to Pay – How and When
- Establish and Document Prevailing Wage Compliance

~*Alexandra LaCombe of Fragomen Worldwide*

Workshop Schedule

Friday, October 23, 2015

WORKSHOP 5 - 8:00 - 9:30

5A – Fire Up & Ignite Your Direct Deposit Program!

- Same- Day ACH – The Key to Enhancing a More Efficient & Effective program
- Best Practices to Ensure Your BCP Stand Up to the Test in a Real Situation
- ACH Data Security – The “Do’s and Don’ts” of Protected Information

~*Lisa Iselli of The Payments Authority*

5B – Overview of Michigan Wage and Hour Program

- Update on Michigan Minimum Wage Laws
- Michigan Payment of Wages and Fringe Benefits
- Most Common Types of Claims Filed

~*Jennifer Fields, Program Manager for Michigan DOL*

5C – Millennials

- Why they matter to you and your organization
- How to engage them, how to keep them
- What impact you can make on them

~*Gary Carey, Paycor*

5D – Health Benefit Plan Compliance

- Benefit Compliance Requirements - Overview
- Required ERISA & ACA Employer Documents
- Welfare Benefit Plan 5500 filing requirements – Delinquent Filer Penalties / Program
- DOL- Welfare Benefit Plan Compliance Audit – Reduce risk & Penalties

~*Joe Aitchison, SPHR, SHRM-SCP, CHRS, BASIC Vice President and Colleen Gole, ESQ, CHRS, BASIC Compliance Advisor*

WORKSHOP 6 - 9:45 - 11:15

6A – Exempt Vs. Non-Exempt Employees [Why Wage & Hour Claims Have Quadrupled Over the Past Decade]

- Learn how the new Department of Labor Guidance (to be issued in 2015) will change the exempt v. non-exempt tests
- Understand how to legally dock pay from exempt employees that miss work
- Analyze why wage and hour claims have quadrupled over the past decade and identify strategies to reduce liability.

~*James M. Reid IV, Esq., Attorney, Maddin Hauser Roth & Heller PC*

Workshop Schedule

WORKSHOP 6 - 9:45 - 11:15 (CONTINUED)

6B – Dialog on the FLSA and FMLA

- Common Violations in Industry • Practical Solutions
- The Investigative Process

~*Robert Darling of the US DOL Wage & Hour Division*

6C – Immigration Summary and Employment Tax Implications

- Review of work visa options • Summary of permanent residence process • Employment tax implications for various immigration statuses

~*Nina Thekdi, Attorney with Varnum Law*

6D – Third Party Sick Pay

- Administrative options • Taxability • Reporting requirements

~*Howard Goldman, CPP, , Director of Payroll, Ilitch Holdings, Inc.*

WORKSHOP 7 - 11:30 - 12:30

7A - ACA – Employer Reporting Requirements

- Overview of Requirements
- Detailed Review of Form 1094C
- Detailed Review of Form 1095C

~*Sue Mathiesen of MMA-MI*

7B – Employee Benefits & Adoption Rates for a Successful Paycard Program

- Review the Current Paycard Space • Highlight the Latest Features & Benefits • Critical Consideration for Evaluating a Paycard Program
- Provide an Action Plan to a Successful Implementation

~*George Mavrantzas of Global Cash Card*

7C – Wage & Hour Traps and Best Practices for Employers

- Regulatory Changes • Enforcement Trends • Common Employer Mistakes

~*Paul Kramer, Director of Compliance of Workforce Software*

7D – Paycards

- Compliance Issues • Paycards as an Option to Pay Employees • What to Look for in a Vendor

~*John Knox & Julius Alexander of First Data – Money Network*

Additional Information

HOTEL INFORMATION

Fire Up Your Payroll Knowledge in the 242 room Hotel and Event Center connected to our world class Vegas style casino. Finely appointed guest rooms with all the amenities needed to make your stay with us complete. Located in Battle Creek, MI, the \$300 million property is conveniently located along Interstate 94 at Exit 104.



Firekeepers Casino Hotel is located at 11177 Michigan Ave, Battle Creek, MI. You can contact the hotel directly at (877) 352-8777 or book online for overnight accommodation information and reservations.

DRESS CODE

Business casual attire for all events.

SPECIAL DIETARY NEEDS

If you have special dietary needs, contact statewide@westmichiganapa.org no later than October 6, 2015.

CONTINUING EDUCATION CREDITS (RCH)

This conference has been approved for 11 RCH's by the APA. An additional 4.5 RCH's will be awarded for the optional Roundtable for College/University Payroll Professionals.



www.charitableunion.org

COMMUNITY OUTREACH

Charitable Union helps families and veterans in Battle Creek by providing free clothing, work shoes and household items to those in need. Even a small donation makes a big difference in the lives of many.

Please consider donating any clothes, shoes or household items you don't have a use for anymore. We will have tables set up near the registration table to collect these items!

Book your room using
Group code
"10212015AP"

Be sure to ask for the
special \$109 rate
(+taxes)

The cutoff date for
room reservations is
10/1/15. Regular rates
apply after the
deadline and is
subject to availability

Registration Form

The conference fee includes all general sessions, your choice of workshops, handout materials, two continental breakfasts, two lunches, plus dinner and dueling piano entertainment on Thursday!

We are pleased to offer a \$15 discount to individuals whose paid membership with the Detroit, West Michigan or Great Lakes Bay Chapters is in good standing.

CHECK YOUR REGISTRATION OPTION(S):



CHOOSE ONE:

- Conference registration (thru Oct 6) \$295
- Detroit, West MI or Great Lakes Bay Chapter Member (thru Oct 6) \$280
- Late Registration (after Oct 6, on a "space available basis") \$320



Additional Registration Options:

- Roundtable for College/University Payroll Professionals \$35



Will you be joining us at the Thursday dinner/entertainment, included with your conference registration? Yes No

If so, will you be bringing a guest(s)? _____ @ \$40 each

Name: _____

Title: _____

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

REGISTRATION BY MAIL (CHECKS ONLY, NO CREDIT CARDS)

Mail this page, along with your workshop selections (on the other side of this form) and a check payable to: APA Detroit Chapter, PO Box 466, Southfield MI 48037-0466



Register Online!
www.westmichiganapa.org

Registration Form

CHOOSE YOUR WORKSHOPS FOR EACH SESSION:

THURSDAY

- 1A | Healthcare Reform & Other Regulations – Part I
- 1B | Your Role as a Fiduciary
- 1C | Payroll Compliance: 2015 & 2016 Legislation Updates

- 2A | Healthcare Reform & Other Regulations – Part II
- 2B | Independent Contractors
- 2C | HIPAA

- 3A | E-IWO (Electronic Child Support Orders)
- 3B | Best Practices for Controlling State Unemployment Costs
- 3C | Employment Tax Planning for Mergers & Acquisitions

- 4A | Michigan Garnishment Reform
- 4B | Multi-State Taxation
- 4C | We Have to Pay How Much??? Wage Issues in US Immigration Cases

FRIDAY

- 5A | Fire Up & Ignite Your Direct Deposit Program!
- 5B | Overview of Michigan Wage and Hour Program
- 5C | Millennials
- 5D | Health Benefit Plan Compliance

- 6A | Exempt Vs. Non-Exempt Employees
- 6B | Dialog on the FLSA and FMLA
- 6C | Immigration Summary and Employment Tax Implications
- 6D | Third Party Sick Pay

- 7A | ACA – Employer Reporting Requirements
- 7B | Employee Benefits & Adoption Rates for a Successful Paycard Program
- 7C | Wage & Hour Traps and Best Practices for Employers
- 7D | Paycards

Fire Up Your Payroll Knowledge!

By registering for this conference you are granting APA photographers permission to take your picture and publish it in printed media and/or Chapter websites. You are also granting permission to provide your name, address and email (but not phone number) to other attendees and selected Statewide Sponsors.

Thursday Night Social Event

MAIN STREET DUELING PIANOS.. is an Addictive Experience!

Plan to join us on Thursday evening for dinner, the dueling pianos entertainment and a cash bar!! The entertainment and dinner is included with your registration, so why not? A cash bar will be available.

ABOUT MAIN STREET DUELING PIANOS.. This fearless musical team performs an all-request show with a healthy dose of interactive comedy thrown in to entertain their audience.

The concept is simple: audience members fill out a request slip, slap it down on the pianos, and enjoy! Our entertainers have an impressive repertoire of 1,000+ songs. Be prepared for an unforgettable experience sure to have you singing, clapping and dancing the night away!



BE SURE TO CHECK OUT THEIR WEBSITE AT MAINSTREETDUEL.COM

A Special Thanks to our Sponsors!

BE SURE TO VISIT THEIR BOOTHS!

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