



The Pay Check Times

Monthly Newsletter – West Michigan
Chapter of the American Payroll
Association



March, 2018

LEGISLATIVE UPDATES

IRS Releases new version of Form W-4

New form now available on IRS website. Created to help taxpayers check their 2018 tax withholding following passage of the Tax Cuts and Jobs Act in December.

IRS Releases Updated Withholding Calculator

Updated Calculator is a great tool to help Employers to share with their Employees as they have questions about their new tax withholding amounts from their paychecks

Full News Release available at:

<https://www.irs.gov/newsroom/news-releases-for-current-month>

HSA Limit Lowered for 2018

For HSAs, the annual contribution limit for tax year 2018 will stay at \$3,450 for HSA account holders with self-only coverage plan but [has been lowered](#) to \$6,850 for account holders with family coverage through a high-deductible plan.

Read more at:

<https://www.shrm.org/resourcesandtools/hr-topics/benefits/pages/irs-lowers-2018-family-hsa-contribution-limit.aspx>

CHAPTER HAPPENINGS

New Officers Settling in!

Our new Chapter Officers are settling in and getting to work to keep our Chapter moving forward!

Some new things to check out!!

LinkedIn – Our Chapter now has our very own LinkedIn page. The page is updated regularly with legislative updates, Chapter event announcements and Payroll tools and information.

Facebook – Our Chapter page has been recently updated to include more information for our members such as meeting events, legislative updates and other Payroll tools.

Chapter ByLaws – What are those?!

The Officers are currently working on updates to our Chapter ByLaws to help make them more in line with our current environment and keep us running efficiently.

When these are complete, they will be presented at a future Chapter meeting for review and discussion with Chapter members.

UPCOMING EVENTS

Wednesday, March 14th

March Monthly Chapter Meeting

Topic: MI DOL Wage and Hour Law Overview

Where: Railside Golf Club, 5:30pm

PAYROLL TOPIC HIGHLIGHT

What is Regular Rate of Pay anyway??

An employee's regular rate is the weighted average of his/her hourly rate. This is calculated by dividing the total pay for employment in any workweek by the total number of hours actually worked. Total pay includes all payments you make to, or on behalf of, your employee. It is not necessary that you pay employees by the hour. The employee's compensation can be determined using a piece-rate, salary, or commission. Also included are shift differential, nondiscretionary bonuses (bonuses promised to employees before the work begins), promotional bonuses, and cost-of-living adjustments.

If employees perform different types of work and are paid at two or more rates during a single workweek, add up the earnings for all rates for the week and divide this total by the total number of hours worked for the week at all jobs.

Calculation Steps:

Step 1: Regular pay = total pay for workweek + additional compensation – exclusions

Step 2: Regular rate of pay = regular pay divided by total hours worked

Step 3: Premium pay for overtime = regular rate of pay x 0.5 x (total hours worked – 40)

Step 4: Total weekly compensation = total pay for workweek + premium pay for overtime

For more examples and information, please visit:

https://www.adp.com/about-us/~media/PDF/ADVISOR_BROCHURE

**AMERICAN
PAYROLL
ASSOCIATION**

West Michigan Chapter is an affiliated local chapter of the American Payroll Association. Learn more about APA at www.americanpayroll.org



Member Spotlight!

Christine Nygaard, CPP

- HRIS Systems Analyst at Universal Forest Products
- Current WMAPA Chapter President
- Years in Payroll: 13
- Likes baseball, hockey, camping and reading
- Proudest Payroll Moment: Getting her CPP certification

Have ideas or suggestions for our newsletter? Contact us!

Email Christine Nygaard at cnygaard@ufpi.com