

New England Payroll Conference, Inc.

P.O. Box 1112
Billerica, MA 01821-1930

Visit NEPC on the Web:
www.newenglandpayrollconference.org



ATTENTION MAILROOM

If the person on this address label is no longer with your organization, please direct this brochure to the Payroll/HR Department.

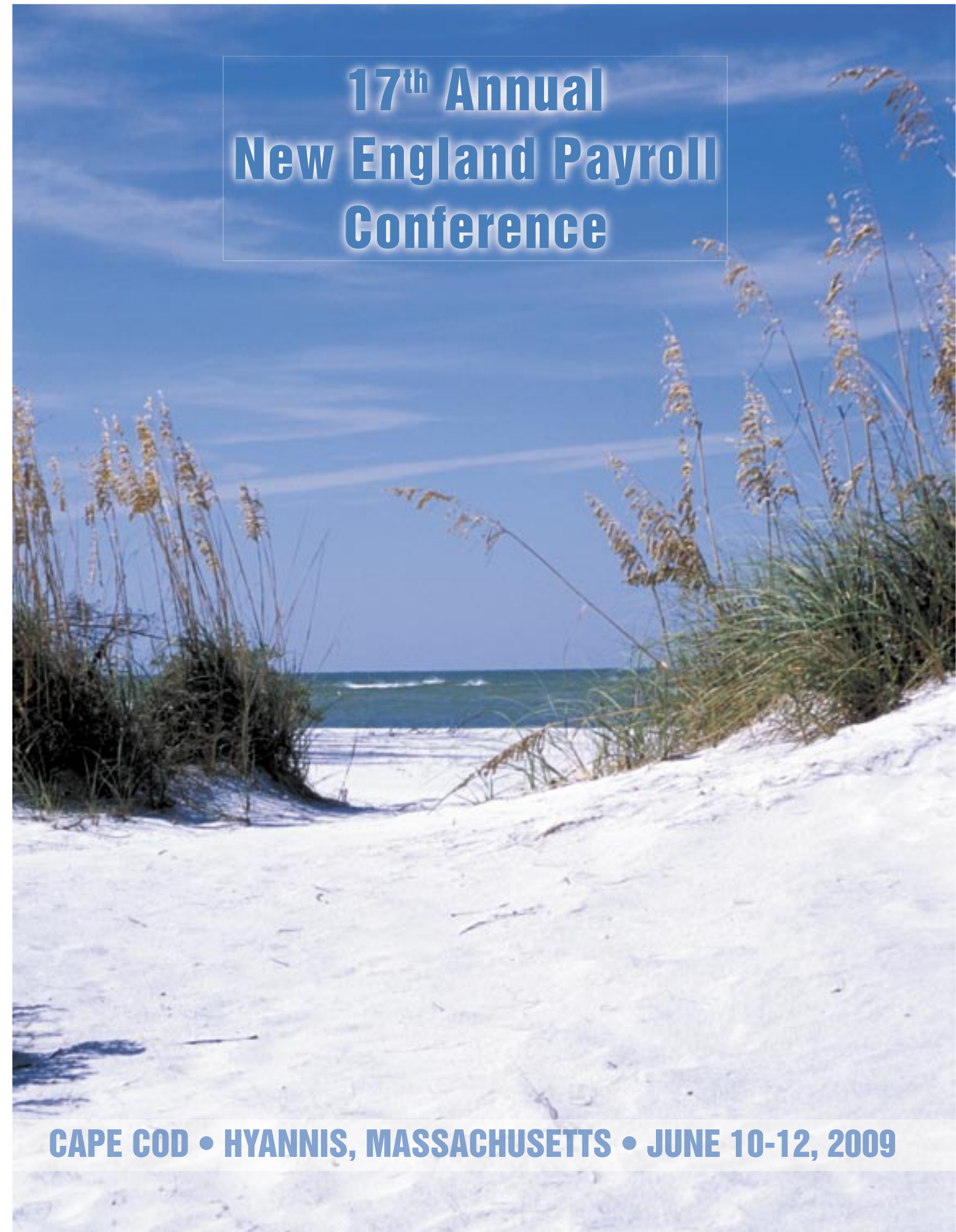
PRESORTED
FIRST-CLASS MAIL
U.S. POSTAGE PAID
HYANNIS, MA
PERMIT NO. 176

DIRECTIONS

The Cape Codder • Hyannis, MA

1225 Iyannough Rd, Rte. 132 & Bearse's Way, Hyannis, MA 02601

For complete directions please go to the hotel web site at www.capecodderresort.com click on *contact us* and then *driving directions*.



**17th Annual
New England Payroll
Conference**

CAPE COD • HYANNIS, MASSACHUSETTS • JUNE 10-12, 2009

SPECIAL GUEST SPEAKERS

CONFERENCE OPENING – General Session A – Wednesday, 8:00AM – 10:00 AM

Stephen Quartino, Special Agent IRS – Office of Investigation

Integrity at the IRS – Policing the IRS

We all know that the purpose of the IRS is to collect revenue for the federal government. Prepare to learn how the collector is protected. During this session we shall become acquainted with the TIGTA's Office of Investigations whose function it is to protect the ability of the IRS to carry out its mission. Investigations and investigative initiatives are the means by which IRS employees, contactors, and other tax professionals' integrity is ensured. They also serve to ensure IRS employee and infrastructure security and protect the IRS against external attempts to corrupt tax administration.

General Session B – Wednesday, 2:30 PM – 4:00 PM

Scott Mezistrano, CPP Sr. Manager of Government Relations, American Payroll Association

Correcting a W-2: From W-2c and the New 941-X

It seems like no matter how hard you work at getting everything processed and reconciled for year end, there will be some W-2 forms that need correcting and 941 forms that must be adjusted. Do you know the difference between the "refund" process and the "adjustment" process? This is the session where you can learn to determine if a Form W-2c is required and, if so, how to complete it as well as the new Form 941-X which replaced Form 941C. An added plus will be learning to streamline your process thanks to the APA's work with the IRS.

General Session C – Thursday, 8:00 AM – 10:00 AM

JW Fiocchi, CPP National Speakers' Bureau, American Payroll Association

Payroll Best Practices

Wake up to a thought provoking discussion about Best Practices. Begin with : What are they? Then follow up with how practices are evaluated and how practice characteristics are linked to concrete benefit. Learn the common characteristics of top-performing payroll organizations and how to apply them to your payroll department.

General Session D – Thursday, 2:30 PM – 4:00 PM

Michael D. Jones Consultant, Past President APA

Customer Service in the Payroll Office

Are you up to the challenge? In this session the focus will be on the critical need to provide excellent customer service to the various customers and stakeholders of the payroll process. The various components of building a customer service plan and methods of integrating that plan into the payroll process will be examined. This session will also provide an interactive forum to discuss various strategies and theories addressing the need and use of customer service techniques within the payroll environment.

General Session E– Friday, 8:30AM – 10:00AM

Scott Mezistrano, CPP Sr. Manager of Government Relations, American Payroll Association

“What’s New in Washington?”

Change is the only constant for payroll professionals, and staying up-to-date is essential for your success! How do new laws and regulations affect your company's compliance responsibilities? The APA lobbies various federal and state lawmakers and regulators on a regular basis to express the needs and desires of the payroll community with a special focus on reducing the administrative burden the payroll department experiences. Scott will update us on what the APA Government Relations team has been doing for us including their accomplishments on the IRS advisory committees. We'll hear about the final regulations on cafeteria plans and legislation to ease the burden of multi-state withholding and celebrate the Government Affairs Task Force victories on immigration and tax forms and publications. There's even more in store. Come, listen, heed, and succeed!

CONFERENCE SCHEDULE

WEDNESDAY-JUNE 10, 2009

7:00am – 4:30pm Registration
 8:00am – 10:00am General Session A
 10:00am – 10:15am Break
 10:15am – 11:45am Session 1
 11:45am – 12:45pm Lunch with Exhibitors
 12:45pm – 2:15pm Session 2
 2:15pm – 2:30pm Break
 2:30pm – 4:00pm General Session B
 4:30pm Exhibitor Social

THURSDAY-JUNE 11, 2009

7:30am – 12:00pm Registration
 8:00am – 10:00am General Session C
 10:00am – 10:15am Break
 10:15am – 11:45am Session 3
 11:45am – 12:45pm Lunch with Exhibitors
 12:45pm – 2:15pm Session 4
 2:15pm – 2:30pm Break
 2:30pm – 4:00pm General Session D
 4:00pm Evening at Leisure

FRIDAY-JUNE 12, 2009

8:00am – 9:00am Breakfast
 8:30am – 10:30am General Session E
 10:30am – 11:30am Conference Closing & 2010 Conference Give-a-way!!!

YOU MUST BE PRESENT TO WIN!!!

- GENERAL SESSION A** - Integrity at the IRS - Policing the IRS
Presented by Stephen Quartino, IRS
- GENERAL SESSION B** - Correcting a W-2: From W-2c and the New 941-X
Presented by Scott Mezistrano, CPP, American Payroll Association
- GENERAL SESSION C** – Payroll Best Practices
Presented by JW Fiocchi, CPP, American Payroll Association
- GENERAL SESSION D** – Customer Service in the Payroll Office
Presented by Michael D. Jones
- GENERAL SESSION E** – “What’s New In Washington?”
Presented by Scott Mezistrano, CPP, American Payroll Association

IMPORTANT INFORMATION

Registration will begin at 7:00 am on Wednesday and the booth will be staffed to answer any questions throughout the conference. Please pick up your badge, personal schedule, and conference materials there. BADGES must be worn for admittance to all conference functions.

CONFERENCE CONTACTS

Katherine Wichlac, CPP Co-Chairperson 860-688-4983	Donna Turban, CPP Secretary/Registrations, Class Evaluations 603-773-6494	Susan Baptista, CPP Education 617-587-8162	Susan Janssen Purchasing 617-353-2781	Liz Soos, CPP Hospitality, Brochure Editor 508-571-6722
Rosemarie Fraumeni, CPP Co-Chairperson, Treasurer Education Chairperson, 781-457-4786	Pam Amico, CPP A/V 978-282-2373	Betsy Cziria, CPP Exhibitor Chairperson 603-821-3662	Lynne Schneider, CPP Exhibitors 617-673-8149	Lorraine Tolman, CPP Webmaster, Registration Booth 802-533-7773
		Peggy Hudak Brochure/Publicity 508-862-1268		

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

Session Descriptions

ADP User Group Panel Discussion: Join ADP representatives and ADP Users for a panel discussion on the latest and greatest ADP has to offer customers, future product developments and helpful techniques for getting past those stumbling blocks. Please bring your ideas and questions for an interactive and informative session!

ADP Representatives and ADP Payroll End Users (Session 4)

Ceridian User Group Panel Discussion: Join Ceridian representatives and Ceridian Users for a panel discussion on the latest and greatest Ceridian has to offer customers, future product developments and helpful techniques for getting past those stumbling blocks. Please bring your ideas and questions for an interactive and informative session!

Ceridian Representatives and Ceridian Payroll End Users (Session 4)

Dealing with U.S. Expatriates: This workshop will familiarize you with the many facets for consideration when dealing with United States employees on assignment abroad from the very basic question of what is income to what taxes can apply to it. Included along the way are special withholding rules and forms applicable to special U.S. tax regimes for reducing double taxation.

Paula N. Singer, Esq., Windstar Technologies, Inc. (Session 1)

Going Global – What You Need to Know About Paying People Internationally: Take some of the daunting complexity out of managing international payrolls by learning to differentiate between the basics of payroll in the United States and those abroad. Included in these basics are payroll cycles, holidays, statutory requirements, new hire and termination processing, banking, withholding, and compliance. Also explore unique issues regarding divestitures and acquisitions.

Michele M. Honomichi, CEO & Co-Founder, Celegro (Session 3)

The ABCs of HIPAA Privacy: Although HIPAA privacy rules do not appear to be as daunting as when they were first passed, they can still cause some problems. The solution is to attend this class and examine, in Matt's easy going manner, how employers can implement a HIPAA strategy with which they can be comfortable and confident in their compliance.

Matt Isbell, President, COBRA Resources (Session 1)

HIPAA Portability and Special Health Insurance Enrollment Rules: Do you know the sixteen special rules that allow access to the company health plan in the middle of the year? HIPAA portability goes deeper than just giving people credit for health coverage. Stay current on ALL the HIPAA portability rules including those sixteen special ones, three HIPAA special exemptions, three HIPAA employer notices, HIPAA certificates of coverage and more.

Matt Isbell, President, COBRA Resources (Session 2)

Managing Millennials: Managing in today's diverse work environment is not easy. As your senior leadership continues to establish higher and more aggressive goals, your team dynamics are changing as yet another generation, the "Millennials" or "Gen Y" begin to enter the workforce. As a manager, it is important to understand motivations and needs of the associates on your team to achieve high quality production and employee retention targets. Understanding individuals also makes it easier to build successful teams which are necessary to getting the job done in your department. Attending this workshop will aid you in understanding your team members and their respective generational attributes which in turn leads to building positive relationships within your team. The lifecycle of a team will also be addressed as will setting individual and team expectations.

Linda Obertin, Vice President – Implementations, Fidelity (Session 3)

Session Descriptions

Nonqualified Deferred Compensation Plans: A promise this year to provide a benefit in a future year may be considered by the IRS to be nonqualified deferred compensation! If so, it is subject to Section 409A of the Internal Revenue Code which was created to ensure that these deferrals are truly set aside for future receipt by the employee and that the eventual income is ultimately reported and taxed. Included in this session will be a discussion of the new reporting requirements as well as those that existed long before Section 409A was created.

Scott Mezistrano, CPP, Sr Manager of Government Relations, APA (Same class offered Sessions 2 & 3)

Payroll Certification – CPP & FPC: This session will guide payroll professionals interested in the Certified Payroll Professional (CPP) or Fundamental Payroll Certification (FPC) exams. There will be helpful hints, information on format & content of the exams, and guidance on which exam is right for you. Whether you are recertifying, have many years of experience, or are a newcomer to payroll – this session is for you!

Gail Ryan, Associate Manager, GlobeOp Financial Services, LLC (Session 4)

Payroll Fraud Update: Although as professionals we would like to deny it, payroll fraud does exist. In this session you will learn about occurrences, how to detect fraud, and more importantly how to prevent it including available resources.

John H Crawford, Jr., Director, BDO Seidman, LLP (Same class offered Sessions 1 & 2)

Project Management Basics: In addition to acquainting yourselves with the basics of managing projects including the milestones they contain, you will be given tips and hints that can be used every day in the multi-tasking world you face as a payroll professional. How many times have you been assigned a project that you may not know how to tackle? This workshop will provide the knowledge and tools you need to start any size project and see it through to successful completion.

Linda Obertin, Vice President – Implementations, Fidelity (Session 4)

Time and Attendance – Moving from Automate to Optimize: As payroll professionals you know that payroll is more than just producing paychecks; it is the biggest investment! This is a truism because when best practices are leveraged, payroll touches nearly every critical part of the business such as employee satisfaction, managing profitability, labor forecasting, and much more. However, it does present its challenges tracking complex variables. Learn how a time and attendance system can meet these challenges as well as curbing payroll inflation, increasing productivity and adhering to compliance issues.

Barry Braddick, Sales Executive, Kronos Incorporated (Session 2)

Using Metrics: Metrics have a variety of functions within payroll. This session will acquaint you with ways in which they can be used within your organization to measure performance, identify inefficiencies, define baselines, provide a basis for benchmarking, and meaningful reporting. Leave this session knowing how to identify Key Performance Indicators (KPIs) and use them in a meaningful way to let the numbers do the talking to management. Those numbers will speak louder than words.

J. W. Fiocchi, CPP, National Speakers Bureau, APA (Session 3)

What's New at the Social Security Administration?: Attend this workshop to hear the answer which includes Form W-2/W2C electronic filing, SSA's Business Services Online (BSO) update, W-2 and 941 reconciliation, and an overview of the social security Number Verification System (SSNVS).

Regina Bachini, Employer Service Liaison Officer, Social Security Administration (Session 1)

Hotel Information

Reservations – Please make reservations by calling the hotel at 888-297-2200. Identify yourself as part of the New England Payroll Conference to receive the **Special Conference Rate Of \$149.00 Per Night**. One night deposit is required by the hotel at the time of reservation. Plan to make your reservations for the special rate by **Sunday, May 17th**.

ATTENDEE/GUEST POLICY

While we encourage you to bring your spouse or family to enjoy the lovely area around Hyannis & Cape Cod, please remember that all conference sessions, breaks and meals are limited to attendees only.

COCKTAIL SOCIAL

Wednesday evening plan on attending the Exhibitor social which will feature more raffles, hors d'oeuvres, cash bar, and time to network with other payroll professionals.

RAFFLES

Donations from your employer to the raffle are greatly appreciated. Past donations have included logo items such as shirts, caps, mugs and more as well as golf equipment, gift certificates and much more. These items will be drawn at the Exhibitor Cocktail Reception. Also on Friday, the drawing will be held for the 2010 conference free registration for one lucky winner.

You must be present to win any prizes.



We are fortunate to have many exhibitors participating in the 17th Annual New England Payroll Conference this year. Without their support, we would be unable to provide you with the opportunity for education and networking. The exhibitors will be networking, answering questions, providing information and demonstrating their products and services throughout the conference. We encourage all attendees to visit with and explore the wide variety of information that the exhibitors, who are experts in their fields, have to offer. Opportunities will be available to spend time with the exhibitors throughout the conference.

~ In Appreciation ~



The 17th Annual New England Payroll conference committee would like to acknowledge the following companies for their generosity and support of this year's conference.

