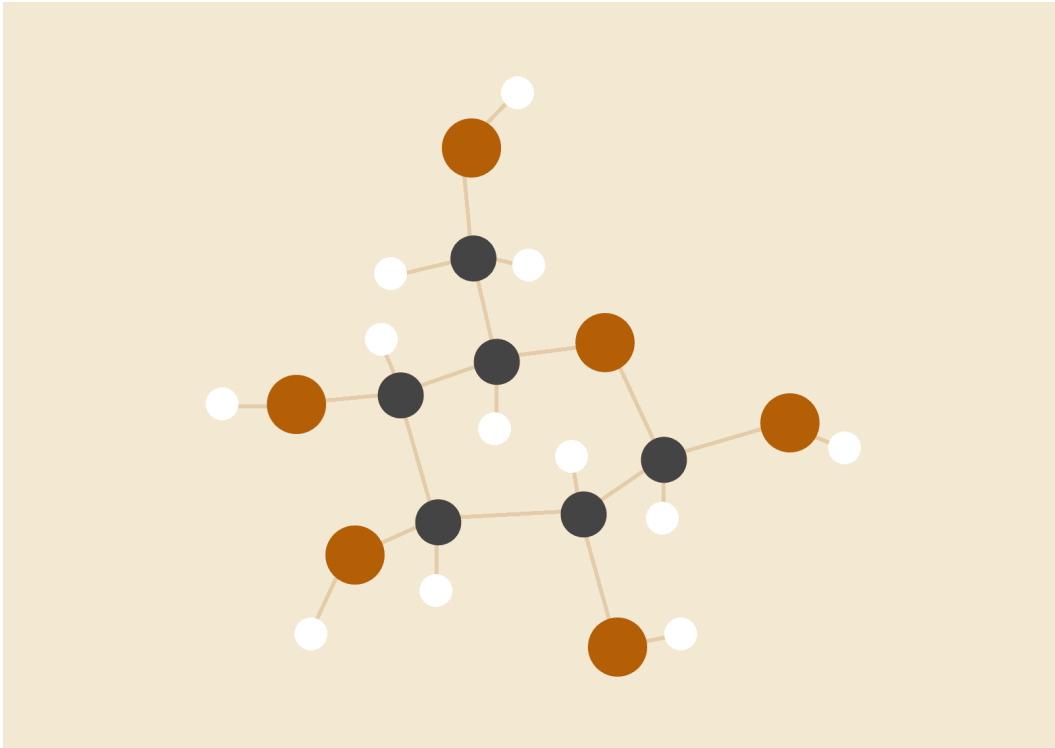


Open Mic for Payroll Processors

MSBO Annual Conference, Amway Grand, Grand Rapids, MI

April 27, 2023 9:40 am - 10:40 am



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Payroll Resources

Site	Description	Web Address
American Bankers Association	Check/Verify Routing Numbers	https://routingnumber.aba.com/Search1.aspx
IRS EFTPS	Form 941 Federal Tax Payments	https://www.eftps.gov/eftps/home.do
Michigan Department of Treasury Sales & Withholding Tax	Forms & Questions	https://www.michigan.gov/taxes/business-taxes/withholding
Michigan New Hires Operation Center	Portal for Reporting New Employees	https://www.mi-newhire.com/#/public/public-landing/login
Michigan Public School Accounting Manual - Bulletin 1022	Accounting Codes Appendix	https://www.michigan.gov/mde/services/financial-management/state-aid/michigan-public-school-accounting-manual
Michigan Treasury Online (MTO)	Paying Withholding & Sales Tax	Michigan Treasury Online
Michigan Unemployment Insurance Agency	UIA Sites & Resources	https://www.michigan.gov/leo/bureaus-agencies/uia
Michigan Unemployment Insurance Agency - MIWAM	Uploading Unemployment File to State of MI	MiWAM For Employers (state.mi.us)
MiLogin	Employer ORS Web Reporting	https://milogintp.michigan.gov/eai/tpl/login/authenticate?URL=/
ORS Contribution Rates	ORS ER Contribution Rates	https://www.michigan.gov/psru/reporting-resources/contribution-rates
ORS General	ORS Information	https://www.michigan.gov/ors/
ORS Reporting Website	ER Resources	https://www.michigan.gov/psru
ORS Reporting Retirees	ORS Reporting Retirees Guidance	https://www.michigan.gov/psru/reporting-resources/reporting-retirees

ORS Reporting Instruction Manual (RIM)	Reporting Information & Resources	https://www.michigan.gov/psru/reporting-resources/reporting-instruction-manual
ORS TDP Calculations	Calculating TDP payments breakdown	TDP Deductions - State of Michigan
Social Security Administration ER	ER W-2 Filing Instructions	https://www.ssa.gov/employer/
Social Security Business Services Online	Uploading Federal W2's to Social Security	Business Services Online (ssa.gov)
Tax Bandits	Electronically file Form 941 Quarterly Returns	https://www.taxbandits.com/
US Department of Labor	Forms & Information	https://www.dol.gov/
US Citizenship & Immigration Services	Form I-9	https://www.uscis.gov/i-9
Affordable Care Act Information Returns (AIR)	1095-C Federal Reporting	Affordable Care Act Information Returns (AIR) Internal Revenue Service (irs.gov)

Possible Topics - Please Come With Topics, Issues, Concerns To Be Discussed

This Is Your Session!!

ORS

- Retirees returning to work
- Reporting retirees
- Employer reporting issues
- ORS audits
- Work comp reporting
- Reporting coaches
- Reporting manual
- Wage & class code questions
- Reportable vs. Non-reportable
- DB vs. DC
- Understanding ORS rate chart
- Balancing ORS bi-weekly
- Understanding UAAL
- Employee election issues
- DTL4 adjustments
- Statements
- Timeline for reporting

Payroll Processing

- New to payroll - questions?
- Importance of written procedures
- Do you have a back up to do payroll in your absence?
- Using a payroll checklist
- New hire processes
- New Federal W-4 employee issues
- 941 reporting
- Taxable vs. Non-taxable wages

Workers Compensation

Unemployment Issues

- Fraud claims
- Audit entries needed
- Reasonable assurance
- School denial periods

ACA Reporting

- Processing
- Using a 3rd party contractor

Business Office

- Regular staff meetings
- Informing Business Manager of position changes, terminating employees, new employees etc.