



The Pay Check Times

Monthly Newsletter – West Michigan Chapter of the American Payroll Association



June, 2018

LEGISLATIVE UPDATES

HSA Limits for 2019 Announced

The IRS has announced the 2019 maximum contribution levels for health savings accounts (HSAs) and out-of-pocket spending limits and deductible minimums for High Deductible Health Plans (HDHPs) that must be used in conjunction with HSAs.

- Max Individual Coverage = \$3,500
- Max Individual Out of Pocket = \$6,750
- Max Family Coverage = \$7,000
- Max Family Out of Pocket = \$13,500

For more Information, visit the IRS website at irs.gov

Law Changes Affect Moving, Mileage and Travel Reimbursement

The Internal Revenue Service has provided information to taxpayers and employers about changes from the Tax Cuts and Jobs Act that affect:

- Move related vehicle expenses
- Un-reimbursed employee expenses
- Vehicle expensing

For all the details, check out the IRS press release on their website located at:

<https://www.irs.gov/newsroom/law-change-affects-moving-mileage-and-travel-expenses>

CHAPTER HAPPENINGS

LOGO CONTEST – WIN A \$30 GIFT CARD!

Have you seen the new APA Logo that was kicked off this year? Well, it's our turn for a new logo too! Do you like being creative? Want to have your idea on our website for years to come? Then submit your logo idea starting May 9 through June 12!

See the website for more details!!

SAVE THE DATE!

All day CPP/FPC study session will be on Thursday, August 23rd. More to come!

COMMUNITY EVENT

The Chapter would love to give a little back. We are looking for someone to set up an event where Chapter members can volunteer to help a charity in the Grand Rapids Area. If you are interested, please contact Christine Nygaard.

UPCOMING EVENTS

Wednesday, June 13, 2018

June Monthly Chapter Meeting

Topic: Unemployment Insurance – The Basics and Fighting Claims

Where: Railside Golf Club, 5:30pm

PAYROLL TOPIC HIGHLIGHT

State Separation Notice Requirements

Did you know that there are 12 states that **REQUIRE** an Employer give employees either a separation form or Unemployment Documents when they have a change in employment (layoff, discharge, termination, etc)? The below states have provisions to be aware of.

- Arizona**; Must provide Unemployment document to separated employees
- California**; Must provide Unemployment document and Notice to Employees as to Change in Relationship form to employees for discharges, layoffs and leaves of absence
- Connecticut**; Must provide Separation Packet along with Completed UC-61 form to all employees regardless of reason for separation
- Georgia**; Must complete Separation Notice form for all separated employees
- Iowa**; Must complete Separation Notice form for all separated employees
- Illinois**; Must provide Unemployment packet to all separated employees
- Louisiana**; Must file a notice Online on state website for all separated employees within 3 days after the date of separation.
- Massachusetts**; Must provide Unemployment pamphlet that has been completed with the Employer information no more than 30 days after employment ends.
- Michigan**; Must provide unemployment document with the final page completed by the Employer to the employee at the time of separation.
- New Jersey**; Must provide Unemployment Form to all separated employees at the time of separation.
- New York**; Must provide Record of Employment form to all separated employees regardless of reason for separation.
- Tennessee**; Must complete Separation Notice and give to employee within 24 hours of separation

For more detailed information, go to our website and review the Equifax Separation Checklist with links to documents and sites for each state. Link is below:

http://westmichiganapa.starchapter.com/images/downloads/STATE-SEPARATION-NOTICE-GUIDE_Dec-2017.pdf

**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!

Laurie Anderson CPP

- Senior Accounting Assistant at Linn Products, Inc
- Years in Payroll: 39 years!
- Enjoys Camping at campground in Marshall, being outside, especially with their Lab named Thor, husband of 34 years and her grandson
- Proudest Payroll Moment: Obtaining her CPP certification in 2012 and recertifying recently
- Random fact: Worked in Accounting in Lansing for 20 years while raising her 3 daughters, then moved to her current company in 1999 where she wears several hats including weekly payroll processor for 265 employees.



Have ideas or suggestions for our newsletter? Contact us!

Email Christine Nygaard at cnygaard@ufpi.com

Chapter Website: <http://westmichiganapa.org>