



NORTHEAST WISCONSIN CHAPTER OF THE APA

Liability of a Payroll Professional

Meeting Minutes: June 8, 2023

I. Call to order

- Emily Tietyen called the meeting to order at 3:05 pm.

II. Members Present – Virtual

Emily Tietyen	Melissa DeSwarte	Elissa Lukes	Danielle Neitzel
Tracy Olson	MariBeth Theusch	Sandi Zartner	Sarah Jane Doney
Becky Doyle	Sara Neuman	Jessica Rosenow	Mary Gellen
Kari Mueller	Tracy Ramcheck	Brandy Younger	Laura Manteufel
Zoua Xiong	Emily Koehn	Laurie Spittlemeister	Ben Mullins
Cindy Jansen	Kat Meissner		

III. Speaker

- Tony Steffek, Amundsen Davis, LLC – Liability of a Payroll Professional

IV. Business

- New Member Introduction
 - Laurie Spittlemeister – City of Sturgeon Bay
 - Jessica Rosenow – SD Wheel
 - Emily Koehn – Port City Bakery
- Approved April 2023 Meeting Minutes
 - Motion – Danielle Neitzel
 - Second – Sandi Zartner
- Melissa announced the Chapter awards that were announced at Congress – the Mentor Gavel Award and 3rd Place for Best Statewide Conference
- 2023 Statewide Registration is now open
 - The event will be held in Brookfield hosted by the Greater Milwaukee Chapter
 - The Cindy Cichosz Award will be given again this year – Melissa encouraged members to apply
- The Summer Study Group is starting in July
 - Meetings will be held on Wednesday evenings from July 12th through September 6th
 - Consider being an instructor – instructors are paid \$50 per session and also earn RCH credits. Payments for the last study sessions will be sent soon
 - Cost is \$100 for non-chapter members



AMERICAN PAYROLL ASSOCIATION

- American Payroll Association has changed its name to Payroll Organization (PAYO)
 - This means that our chapter name will need to be changed to remove APA
 - The board will discuss the name change at the next board meeting and bring further information to the next Chapter meeting
- Follow us on Facebook, Twitter, LinkedIn

Payroll Questions/Discussion

- Open conversation –
 - Is anyone familiar with a “Money Transfer License?” No one was familiar with this requirement
 - Was anyone else having issues with ID.ME login for BSO?
 - Other members experienced issues and agreed that the new login protocols were extremely painful
 - They are now attached to a person’s personal SSN which is making it more difficult
 - Green Bay Packaging has an opening for a Payroll Administrator

V. Drawing

- Winner of gift cards
 - Tracy Olson
 - Sandi Zartner

VI. Meeting Evaluation Forms

- Please complete before leaving the meeting

VII. Next Meeting

- July 13, 2023 – Courtney Kettleson
 - Topic will be Payroll, HRIS & Timekeeping System Implementations
 - Meeting location will be Kerrigan Brothers Winery in Freedom

VIII. Adjournment

- Meeting was adjourned at 4:27pm.