100 Popular
APA Local Chapter Meeting Topics*

1. Best Practices
2. Budget Preparation
3. Cafeteria Plans and the Cost Savings of Pre-tax Plans (benefits to the employees and the employer)
4. Canadian Payroll
5. Career Development
6. Changing Pay Dates
7. Child Labor Laws
8. Child Support
9. COBRA Administration
10. Conducting Effective Presentations
11. Communicating Payroll Issues
12. Customer Service in Payroll
13. Dealing With the IRS on Employment Tax Issues
14. Developing an Unbeatable Team
15. Determining the Regular Rate of Pay
16. Disaster Recovery
17. E-forms (W-2)
18. Electronic Child Support Payments
19. Emerging Technologies in Payroll
20. Employee Screening and Selection
21. Employee Savings Benefits
22. Enhancing Your Professionalism
23. Everything You Always Wanted to Know About Interviewing and Resumes as it Relates to Payroll
24. Expatriates
25. Business Expense Reimbursements Through Payroll
26. FMLA Issues
27. Federal vs. State Tax Treatment of Cafeteria Plans
28. Forming a Project Team
29. Future Trends in Payroll
30. Garnishments
31. Goal Setting as a Manager or Employee
32. Grossing Up the Payroll
33. HIPAA Regulations
34. How To Be Heard By Upper Management and Become a Part of the Decision Making Process
35. Humorous/Motivational Topics (be sure to check on RCH approval)
36. IRS Audits
37. Leadership Skills
38. Legislation of Section 125 Plans
39. Legislative/Regulatory Updates
40. Local Income Taxes
41. Maintaining I-9 Forms Electronically, the Pros and Cons
42. Managing a Diverse Payroll Department
43. Mergers and Acquisitions
44. Supplemental Military Pay
45. Multi-State Taxation
46. DOL Regulations: Exemptions From FLSA
47. New IRS Web site
48. Non-cash Fringe Benefits
49. Nondiscrimination Testing, Highly Compensated and Key Employees
50. Nonresident Alien Processing
51. Managing A New Team: Enhancing Your Team's Performance

100 Popular
APA Local Chapter Meeting Topics*

52. Member Forums Designed to Solicit Ideas & Suggestions for the Chapter (no RCHs for this topic)
53. Overtime Analysis
54. Payroll Accounting
55. Payroll and Accounts Payable as Partners
56. Payroll and HR as Partners
57. Payroll and IT as Partners
58. Payroll Conversions
59. Payroll Cost Control Options
60. Payroll Fraud
61. Payroll Research
62. Payroll Round Table Q&A
63. Payroll Taxes and Electronic Filing
64. Performance Metrics
65. Personal Use of Company Provided Vehicles
66. Privacy in Payroll
67. Procedure Documentation
68. Productivity in a Streamlined Payroll Operation
69. Professional Ethics in the Payroll Department and the Workplace
70. Protecting Company Confidentiality
71. Protecting Your Identity
72. Record Retention
73. Reporting and Taxation of Tip Income
74. Relocation Expenses
75. Retirement Plans (split into two or more sessions)
76. Sarbanes-Oxley Act Compliance Issues
77. Selecting a New Payroll System
78. Social Security Number Verification
79. SSA Update
80. Software Training (as it relates to the payroll systems)
81. Stress Management
82. System Implementation
83. SUTA Dumping
84. Taxation of Fringe Benefits
85. Tax Levies
86. Tax Updates With Local Tax Representatives
87. Telecommuting/Taxation of Telecommuters
88. Testing to Break (ways to test your system)
89. The Art of Payroll Negotiations
90. The Difference Between FSA, HSA, HRA and other Health Savings Accounts
91. Third Party Sick Pay
92. Time and Attendance Systems
93. Time Management in Payroll
94. Unclaimed Wages and the Payroll Department's Responsibility
95. Understanding How to Tax Foreign Nationals
96. Understanding Requests for Info/Proposals
97. Unemployment Cost Control
98. Wage and Hour Penalties
99. Worker's Compensation
100. Violence in the Workplace

*Please note: The topics listed above have been approved for RCHs by APA's Certification Department, unless otherwise noted. Fax the RCH Approval Form to 210-224-2028 or e-mail certification@americanpayroll.org.