Who's Where
A DIVISION OF POINTS NORTH℠

PAYROLL CONSOLIDATION AND COMMON REMITTANCE SOLUTION

Who's Where has been providing services to religious and non-profit organizations since 2004, when we partnered with the YMCA Retirement Fund to consolidate decentralized payroll data from the YMCA locations across the country into a centralized database to:

- Calculate **employee eligibility** by tracking hours across all locations and consolidating hours for employees who work in **multiple locations**

- Ensure timely enrollments by providing **notifications** of employees who are **not enrolled** and employees who are **enrolled and not eligible**

- **Invoice** locations and **transfer funds** electronically

- Ensure timely **transfer of funds** to employee accounts by generating a **consolidated contribution file**

Who's Where's uses actual payroll data files (not manually created spreadsheets) to ensure data integrity. Our team works with each individual location to obtain this data from their payroll solution and provides web-based group training for the individual users. We support a wide variety of payroll solutions (such as QuickBooks, ADP, Paychex, Sage, Shelby, ParishSoft, Parish Data Systems, Blackbaud, Paylocity, Paycor, to name a few), as well as manual payroll processing.

With this data, you will have access to real time, detailed employee data (e.g., demographics, hours, wages, etc.) on the management dashboard and through the comprehensive reporting tool.

BENEFITS TO THE ORGANIZATION
Using centralized, decentralized or independent **existing** *payroll systems:*

- Ensure eligible employees are enrolled

- Know who is working in each enrolled location

- Identify employees working in multiple locations

- Generate census reports for plan providers and annual audits

- Invoice and transfer funds electronically
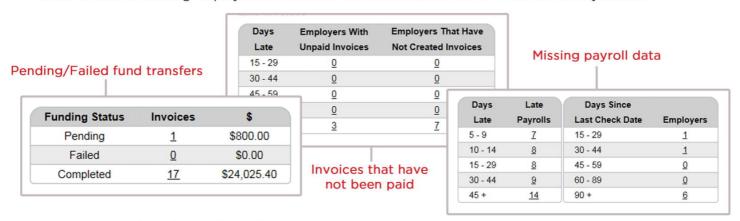
BENEFITS TO THE LOCATIONS
Using **existing** *payroll system or process:*

- Know when employees become eligible for benefits

- View employees who are working in other locations

- Create employee benefit contribution reports

- Approve and submit benefit payments electronically

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PAYROLL AND BENEFIT ENROLLMENT REPORTING

Exception-based Organization-wide reporting provides a quick view of potential areas that need attention, which assists in ensuring employees are enrolled and contributions can be made in a timely manner.

Pending/Failed fund transfers

Missing payroll data

Days Late	Employers With Unpaid Invoices	Employers That Have Not Created Invoices
15 - 29	0	0
30 - 44	0	0
45 - 59	0	0
	0	0
	3	7

Funding Status	Invoices	$
Pending	1	$800.00
Failed	0	$0.00
Completed	17	$24,025.40

Invoices that have not been paid

Days Late	Late Payrolls	Days Since Last Check Date	Employers
5 - 9	7	15 - 29	1
10 - 14	8	30 - 44	1
15 - 29	8	45 - 59	0
30 - 44	9	60 - 89	0
45 +	14	90 +	6

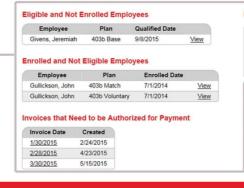**Enrollment Exceptions**

Plan	Enrolled and Not Eligible Employees	Eligible and Not Enrolled Employees	Eligible Employees	Eligible and Enrolled Employees	Participation Rate
Health	9	9	73	44	60 %
Dental	0	23	90	45	50 %
403b Voluntary	1	29	91	48	53 %
403b Base	0	35	89	54	61 %
403b Match	1	33	91	52	57 %
Pension	1	27	76	48	63 %

Participation %

Eligibility Status

Remittance Notification

Employer	Payroll Frequency	Pay Period Start Date	Pay Period End Date	Check Date	Days Late	Send Reminder	Last Reminder Sent	Last Reminder Date Sent
Cloquet Location	Bi-Weekly	7/29/2016	8/11/2016	8/12/2016	20	☑	Late Payroll - 15 to 29 Days Late	9/1/2016
Duluth Location	Bi-Weekly	7/20/2016	8/2/2016	8/6/2016	26	☑	Late Payroll - 15 to 29 Days Late	9/1/2016

Send Email Reminder to Checked Employers

Send and track e-mail notifications to employers who have actionable items with a click of a button

The Employer Dashboard assists in reviewing actionable items to ensure employees' enrollments and cancellations are completed and to facilitate timely contributions

Eligible and Not Enrolled Employees

Employee	Plan	Qualified Date	
Givens, Jeremiah	403b Base	9/8/2015	View

Enrolled and Not Eligible Employees

Employee	Plan	Enrolled Date	
Gullickson, John	403b Match	7/1/2014	View
Gullickson, John	403b Voluntary	7/1/2014	View

Invoices that Need to be Authorized for Payment

Invoice Date	Created
1/30/2015	2/24/2015
2/28/2015	4/23/2015
3/30/2015	5/15/2015

Message Board

Message	Date Created
Benefits Update Thank you for your prompt response to the open enrollment documentation requirements. For the remainder of 2016, changes to enrollments may only be completed for new employees or qualifying life events. 403(b) deferrals changes may be made at any time during the year by completing the deferral agreement.	2/1/2016

Messages can be easily posted to quickly communicate important information to employers