

THE TIME & A HALF

DOMINION PAYROLL SERVICES

March, 2016

Issue: 14

DOMINION PAYROLL

iSolved

New Release



iSolved Release Update: 4.0.04

iSolved Time: Scheduling & Attendance Module

iSolved Time is becoming a more robust and easy-to-use solution with the addition of the Scheduling & Attendance module. For customers who already have iSolved Time, this new module makes it a snap to build employee schedules, monitor attendance, and compare schedules vs. time worked. And because it's native to iSolved, all data is immediately accessible for payroll processing. Contact your DPS Sales Representative to activate or for additional questions.

Employee	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
John Doe	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM		
Jane Smith	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM		
Mike Johnson	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM		
Sarah Lee	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM	8:00 AM - 5:00 PM		

Onboarding Phase 3

iSolved Onboarding has been upgraded with Phase 3 features and now includes E-sign capabilities for employee tax forms and the I-9 employer and employee submission process. It also features an enhanced workflow setup process to make the onboarding process even easier.

Compliance Update

Employers in cities that have enacted their own minimum wage laws will be excited about this update. iSolved now includes support for these custom wages in places like Chicago, Seattle and Los Angeles.

Benefit Enrollment

You now have the options to automatically enroll an employee in a specific benefit based on enrollment in another benefit. For example, if an employee is enrolled in a Blue Cross medical plan that covers the family, it can automatically enroll that employee in the corresponding Blue Cross dental family coverage.

Other Items

- An update to our OSHA reporting now provides the option to identify "reportable" vs "non-reportable" incidents.
- Report Writer now includes support for fixed length exports and header/footer records. We have added a report description field. These features are especially useful for 401(k) and GL vendor exports from Report Writer

Questions? Contact Us Today:

- customerservice@dominionpayroll.com
- tax@dominionpayroll.com (W-2's & Filing)
- finance@dominionpayroll.com (401k & GL)
- implementation@dominionpayroll.com (iSolved Setup)
- benefits@dominionpayroll.com (Benefits Admin)

Important Dates:

March 17th - [Monthly Training Session](#), Stratford University

March 17th - St. Patrick's Day

March 31st - Employee W-2s are filed with the Social Security Administration

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Inside DPS: Growth & New Building



2015 was an incredible year of growth at DPS. We added several new employees and two new departments across the company. With all of this expansion we have outgrown our space at 306 E Main St. After an extensive search, we have signed on as the lead tenant in the new Symbol office building in Richmond's Scott's Addition neighborhood. The building is currently being constructed and will be finished by the end of 2016. Everyone is very excited about the move and the possibilities with a new building. CEO Dave Gallagher stated "This allows us to invest further in the growth of our business. I believe the project will be a good place for our full service payroll company now and in the future." To read more about the new building and other expansions happening in the local area, [click here](#).

Talent Acquisition



Time & Attendance



Payroll Services



Human Resources



Benefits Admin



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