



The right tools to help your people do their job

Overview

Occupations, Inc., located in Middletown, New York, is a non-profit has provided outpatient mental health services, case management, child welfare, emergency services, residential services, and employment opportunities to people with developmental disabilities and individuals recovering from mental illness. Three companies currently comprise their family of services: Occupations, Inc.; New Dynamics and Family Empowerment Council. They employ 1,034 full and part time employees that provide services to thousands of people annually.



Occupations, Inc.
15 Fortune Road West
Middletown, NY 10940
www.Occupations.org

About Vertex Systems

Vertex delivers effective and efficient software solutions and superior support services that unlock the potential of human services organizations and maximize their ability to make a difference. Our vision is to remain the premier and preferred provider of information management products and services to social services agencies that serve those with disabilities.

“Vertex has developed custom reporting for our uses outside the scope of the original implementation that has proven invaluable in making management decisions that are in the best interests of the people we serve.”

Ron Colavito, Comptroller
Occupations, Inc.

Situation

The Mission of Occupations, Inc.: For 47 years, Occupations has been helping people in need. The staff has worked relentlessly to grow their businesses and employment of people with disabilities with great success. New opportunities, new relationships, new employment contracts have been secured that will create new jobs for people with disabilities into 2012 and beyond. They have formed relationships with new industrial partners, including 3M and other Fortune 500 companies, that have resulted in substantial business growth and a variety of job opportunities.

However, they needed a client payroll solution that would help them pay their participants an accurate commensurate wage.

Ron Colavito, Comptroller, states their main goal in looking for a replacement for their outdated payroll software “was to eliminate its shortcomings and to save time and money by purchasing a better package.” Their old software was neither well supported nor releasing current improvements and was requiring that they spend additional labor hours dealing with data entry and manual corrections of data the system could not handle. “We could not produce participant productivity, earning, and job labor cost reports and we could not produce NISH and NYSID compliance reports on demand.”

Solution

Their new software had to be professionally developed, easy to use, referenced by many, and supported by a team of well-trained specialists. “Vertex Systems was selected from an exhaustive search and has proven to us to be all that they promised and, to our pleasant surprise, much more,” said Colavito.

Occupations, Inc. is now using Vertex Systems’ Client Payroll Manager for all their commensurate wage payroll needs.

“We are very pleased with the decision to purchase Client Payroll Manager. We have no hesitation recommending Vertex Systems to other agencies,” added Colavito. They also looked at Intuition, that allows payroll data entry from anywhere using an iPad or other tablet PC, and intend to review it for potential future integration into Occupations’ overall system infrastructure.

Client Payroll Manager automates the process of paying their participants commensurate hourly and piece rate wages. The software gives their staff the right tool they need to accurately and easily pay the clients with accuracy. Client Payroll Manager handles all aspects of piece and hourly rate sub-minimum wage payroll, including all productivity calculations, D.O.L. reporting, job labor costing, benefit tracking, NISH reporting, and gross earnings calculations.

“We are thrilled with the confidence we now have that the productivity rate, prevailing wage rate, and piece rate calculations are correct and the clients are being paid accurately. We no longer have concerns about compliance fines. We no longer spend hours making corrections.”

Ron Colavito, *Comptroller for*
Occupations, Inc.



Vertex Systems Corporation
440 Polaris Parkway, Ste. 150
Westerville, Ohio 43082

614-318-7100
toll free 866-981-2600

With **Client Payroll Manager** they were able to:

- Track prevailing wage rates for each client, as well as target dates when the wage classification must be surveyed again.
- Keep track of productivity over time, using any time period they choose.
- Track pay rates for hourly-rated work, including when the hourly rating needs updating.
- Perform pay calculations so that earnings are correctly calculated, including rounding, and use correct wage rates so they are not in violation of D.O.L. regulations.
- Calculate client sick and PTO pay benefits based on hours worked or attendance, saving the overhead and manual effort that results from granting too many hours or benefits to participants who have not worked enough hours.
- Keep track of labor expense by customer, job, and step for job-costing purposes.
- Report wage expense by GL account so expenses can be entered into the general ledger.
- Produce requisite information for WH-226 and WH-226A D.O.L. Special Minimum Wage application and reports.
- Pay clients efficiently and accurately by eliminating manual entry and incorporating specific process rules.
- Produce hours and earnings reports so that both the net earnings and the physical check can be printed by their internal payroll system.

Benefits

Colavito and his staff were able to see results in the first few months of working with Client Payroll Manager. “We are now able to produce reports within minutes versus hours. Or new reports are easy to read and understand. These reports prove our compliance and provide the necessary information to make appropriate decisions for our consumers,” said Ron. “Vertex has developed custom reporting for our uses outside of the scope of the original implementation that has proven invaluable in making management decisions that are in the best interests of the people we serve.”

The time entry, employee setup, job and job step setup process has saved them a tremendous amount of time by reducing the input necessary and the number of times they have to re-enter the same information. Ron told us, “We are currently working with staff from other departments to share this common database and reduce additional redundancy agency-wide.”

They are also saving time because the system is well-designed and easy to use. This efficiency “translates into saving money which translates into a speedy return on our investment,” said Ron. “The opportunity to better serve the client as a result of a complete system is a plus.”

The comptroller added, “We are thrilled with the confidence we now have that the productivity rate, prevailing wage rate, and piece rate calculation are correct and the clients are being paid accurately. We no longer have concerns about compliance fines. We no longer spend hours making corrections.”

