

# Personnel/Payroll Association (PPA)

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**November 29, 2022**

## **MINUTES**

### **WA Cares**

**Kristen Maki, Department of Social and Health Services**



PPA Meeting - WA  
Cares - Nov 2022.pdf

### **Out of State Workers**

**Angie Hogenson, Office of Financial Management**



PPA\_OOS\_Novembe  
r2022.pdf

### **2022 Year-End Payroll Processing**

**Elizabeth Smith, Office of Financial Management**

[Year-End 2022 and Beginning 2023 – power point presentation](#)

[Year-End 2022 and Beginning 2023](#)

[2023 tax deposit reconciliation](#)

[941 to W-2 reconciliation – 2023](#)

[941 to W-2 reconciliation – 2023 - sample](#)

[Overpayments Between Calendar Years](#)



OFM\_YEAR-END\_PP  
A\_NOVEMBER 2022.

### **Highlights:**

- There is much more detail in the handouts. Be sure to check them out!
- Reconcile, reconcile, reconcile! It is critical to balance IRS Forms 941/941X/W-2/W-2c.
- The Treasurers' Office is available to help with next day or same-day tax deposits. Be sure to review what signatures are on file with OST.
- Be sure and check out the year-end webpage on the HRMS website.
- Follow IRS rules and HRMS/OFM procedures on cross-year overpayments.
- Phase 2 of the electronic W-2 project is scheduled for next year.
- There are several items to consider in approving out of state telework.