From: Cato, Carolyn (SAO)
To: "Lisa Caldwell"
Subject: RE: Financial/Payroll software question
Date: Monday, August 27, 2018 3:10:00 PM

Hi Lisa,
Thank you for your willingness to share your experiences at our meeting last week. It is through these honest conversations we will be able to identify the challenges and opportunities for improvement within the system.
I will forward the information below to our internal team so they can follow-up with you on the accounting system question. This will help provide them some additional context.
Please do not hesitate to reach out to me if you have any further questions.
Have a Great Afternoon!!!
Carolyn

Carolyn Cato
Performance Audit Team
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From: Lisa Caldwell <Lisa_Caldwell@co.columbia.wa.us>
Sent: Monday, August 27, 2018 2:36 PM
To: Cato, Carolyn (SAO) <catoc@sao.wa.gov>
Subject: Financial/Payroll software question
Good Afternoon Carolyn,
It was a pleasure meeting with you last week. It was nice to have a candid conversation in hopes of improvement and not just complaining.
Anyway, I wanted to reach back out to you to provide a context behind my question. Our county recently changed their financial software which includes payroll. As you may be aware, when you switch to new software often times you are at the company's mercy of setting it up without knowing the ramifications. The company they selected is also the company my department selected for our law enforcement computer. It wasn't until we were actually using the software we started finding "unique" issues. We have had to make numerous tweaks to make the software actually work correctly. Because I have no financial background and have never used payroll software, it is difficult for me to know if the way the system is set up is actually something that is normal in this type of software. It is just difficult to reconcile when you are working off of one set of numbers in actual dollars and cents vs a software program that only looks at numbers.
I have provided an example of how our software looks at payroll below. Any help you can provide would be greatly appreciated without getting me into hot water with my Auditor.
They are paid based on this:
Annual Salary: 34049.00
Monthly Salary: 2837.416667
Hourly rate: 16.370046
Overtime rate: 24.555069
Paystub shows:
Monthly: 2837.42
Hourly: 16.37

Overtime: 24.56
For example: If someone worked 4 hours of overtime, they expect to be paid 98.24, instead they are paid 98.22. I realize this is just pennies, but it could add up.
Thanks so much,
Lisa A. Caldwell
Director
Columbia County Public Safety Communications
Columbia County Emergency Management
509-382-3928 (direct)
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