

**15th Annual
Oklahoma Payroll Conference
Friday, September 18, 2015
Tulsa, Oklahoma**



***Ride the
Rails to
Compliance***

**Ride the rails as you track your journey
to payroll compliance.**

**All aboard, for exotic destinations that
will train you for first class success.**

**Get your caboose to the Depot
for your ticket to new ideas.**

Your journey begins in Tulsa, Oklahoma at
The Renaissance Hotel & Convention Center
Your hosts on this journey are





**APA Keynote Speaker
Barbara Youngman, CPP
President
American Payroll Association**



Building Your Payroll Career – What’s Holding You Back?

Take a journey through the elements of a career and see how it differs from a job. Barbara Youngman helps us with the tools we need to build our careers - Education/Certification, Taking Risks, Volunteering, Networking, Mentoring, Maintenance and how the APA and your Local Chapter can help you.

Barbara Youngman is Manager of International Payroll for Northrop Grumman. She is responsible for implementing and managing Global Payroll for a company of more than 65,000 employees.

Youngman has more than 24 years of experience in her field. She began her career in the hospitality industry, ultimately moving from Payroll to the Legal department to oversee wage-and-hour compliance and assist with class-action litigation. In this role, she developed strong partnerships with HR, Communications, IT, and Government Relations. Youngman later joined Southwest Airlines and, in 2013, joined Northrop Grumman.

Youngman became an active member of the American Payroll Association (APA) in 1998 after earning her CPP designation. She currently serves as APA President and serves on the organization’s national speakers bureau. She volunteers for several committees on the Government Affairs Task Force, the Strategic Payroll Leadership Task Force, CHAMPS, and the Hotline Referral Service. She is former president of the local Dallas chapter and the Texas Payroll Conference Board.

Youngman’s awards include the APA CHAMPS Mentor of the Year (2005), Texas Payroll Professional of the Year (2005), Dallas Payroll Professional of the Year (2006), APA Payroll Education Grant (2007), APA Meritorious Service Award (2007), APA Special Recognition Award (2008), and APA Payroll Woman of the Year (2009).

RED LINE SPONSORS



Sponsor Keynote Speaker



Opening Session Keynote Speaker
Carey Dunkin Baker
“The Power of Perception”

Perception is Reality. We all have a brand and it shapes how we are perceived. Carey Dunkin Baker Founder and CEO of Part-Time Pros/Full-Time Pros and author of *Hire a Pro/Be a Pro* shares how perception can impact our professional and personal lives, the different ways that perception can be changed and how to alter how others perceive you.

Carey Baker and her husband, Brett, launched Part-Time Pros in March of 2008 aimed at giving professionals flexibility in the workplace. Part-Time Pros is headquartered in Tulsa, Oklahoma. The Tulsa-based company, which took second place in the 2009 Mayor's Entrepreneurial Spirit Award, works with more than 400 employer contracts and more than 6000 professionals. In 2011, Part-Time Pros was one of 75 businesses in the US to receive the US Chamber Blue Ribbon Award for growth and sustainability. Part-Time Pros was also voted the “Best of the Best” in the 2011 and 2012 Oklahoma Magazines Best Staffing Company. In 2011, Part-Time Pros was named #6 fastest growing Tulsa Based Company by Tulsa Business Journal. In 2012 it was named the #3 fastest growing Tulsa Based Company by Tulsa Business Journal. In 2012, Carey wrote her first book “Hire a Pro/Be A Pro” to offer advice on how to hire and keep the best employees as well as how to be the employee that companies want to keep.

Prior to starting Part-Time Pros, Baker worked for Chapman Foundations Management, The Advisory Board Co. and The Williams Companies. In December 2011, Part-Time Pros assumed a medical staffing Tulsa-Med Pros. Baker also finds time for her community, volunteering with the United Way, The Parent Child Center, Emergency Infant Services, Junior League of Tulsa and Community Food Bank. She has chaired the Tulsa Chamber Task Force for Business Expansion and Development, Serves on the Global Entrepreneurship Board, is Chair for the OKHR Programs Committee for 2013, President Elect for 2014 for the Tulsa Metro Chamber Small Business Council. In addition, she a member of SHRM, TAHR, AFP and a board member of Operation Aware and an executive advisor for Retired Senior Volunteer Program and a graduate of Leadership Tulsa class 28.

Destination Breakout Sessions –

Building Your Payroll Team
Compliance Around the World
Advance Calculations
Involuntary Deductions
IRS Update
Worker's Compensation
Fundamentals of Payroll Accounting
Introduction to Bureau of Labor Statistics
Common 401k Mistakes
Successful Paycard Program
Worker Status & FLSA
ACA
Emotional Quotient

Destination Speakers (more speakers & topics to be announced)

Carey Dunkin Baker
CEO Part-Time Pros/Full-Time Pros
Building Your Payroll Team

Barbara Youngman, CPP
President APA
Compliance Around the World

Larry White, CPP
Director of Payroll Education APA
Advanced Calculations
Involuntary Deductions

Anita Douglas
Internal Revenue Service
IRS Update

Courtney Bru
McAfee & Taft
Worker Status & FLSA

Alan Vanderburg
Bama Companies
EQ – Emotional Quotient

Jennifer Gibson
Supervisor, Payroll
ENABLE
Worker's Compensation

Merrill Vogel, CPP
Senior Manager, Global Employer Services
Deloitte Tax LLP
Fundamentals of Payroll Accounting

James Howard
Bureau of Labor Statistics
Introduction to Bureau of Labor Statistics

Mark Forbes
Forbes Financial
Common 401k Mistakes

George Mavrantzas
Global Cash Card
Successful Paycard Program

ACA
Speaker to be announced



Schedule

7:15 a.m. – 9:00 a.m.	Check In and Continental Breakfast in the Depot with our Sponsors
8:00 a.m. - 9:15 a.m.	<u>All Aboard!</u> Opening General Session Greetings and Introductions Keynote Speaker, Carey Dunkin Baker
9:15 a.m. – 9:45 a.m.	Visit the Depot - Break with Sponsors
9:45 a.m. – 10:45 a.m.	Destination 1
10:55 a.m. – 11:55 a.m.	Destination 2
11:55 a.m. – 1:30 p.m.	Luncheon 2015 Oklahoma Payroll Professional of the Year Award APA Keynote Speaker, Barbara Youngman, CPP
1:40 p.m. – 2:40 p.m.	Destination 3
2:40 p.m. – 3:00 p.m.	Visit the Depot - Break with Sponsors
3:00 p.m. – 4:00 p.m.	Destination 4
4:00 p.m. – 4:30 p.m.	<u>End of the Line</u> Closing General Session RCH certificates, Door Prizes - Must be present to win

Meeting rooms are typically on the cooler side, so be prepared and bring a jacket or sweater in case you get chilly. We make every effort to work with the facilities management to adjust room temperatures to make everyone as comfortable as possible, but are not always able to accommodate everyone's preferences.

Conference Location:

JOHN Q. HAMMONS HOTELS
RENAISSANCE TULSA HOTEL AND CONVENTION CENTER
6808 SOUTH 107TH EAST AVENUE
TULSA, OK 74133
918-307-2600 (PHONE)



Special Hotel Room Rate \$110.00 per night, Limited Availability

Hotel room rates are quoted per room per night and are subject to applicable state and local taxes at time of check in. **Reservations must be made on or before September 14, 2015 to receive this special rate.** Check - in time is 3:00 pm and check - out time is 11:00 am. All reservations must be guaranteed by each individual with a credit card or advanced payment. You are responsible for all fees associated with the room. To reserve your room at the special rate you will be directed to the property's home page with the negotiated rate code already entered in the appropriate field and can quickly make your room reservation. [Book your group rate for 2015 Payroll Conference](#)

Early Registration by August 15th is only \$195.00

By Mail: Fill out the enclosed registration form and mail with a check made payable to NEOKAPA –
NEOKAPA, 2608 W. Kenosha St. #612, Broken Arrow, OK 74012-8952

By Credit Card: Email your completed registration form to neokapa@cox.net. You will be sent an invoice through Square and can pay by credit card.

Cancellation Policy: If you cannot attend, you may substitute a colleague from your organization. If you cannot attend and cannot find a substitute, please notify us in writing by August 28, 2015 to receive a refund. **No refunds will be given after August 28, 2015.**

BLUE LINE SPONSORS





**A special raffle will be held with all proceeds benefiting
The Little Lighthouse.**

Sponsor Attendee Gifts



**Sponsor Oklahoma Payroll
Professional of the Year**

DOERNER | SAUNDERS
DANIEL & ANDERSON
LLP LAWYERS

Conference Contacts:

Cris Converse, CPP at crisc@camglass.com or 918.307.4712
LaTisha O'Neal, CPP at payrolllady@cox.net or 918.260.1001
NEOKAPA email neokapa@cox.net



Northeastern Oklahoma Chapter APA
www.neokapa.org

Oklahoma City Chapter APA
www.okcapa.org



The Northeastern Oklahoma Chapter and the Oklahoma City Chapter are affiliated with American Payroll Institute, Inc. (dba American Payroll Asso.) but they are autonomous and independent organizations. American Payroll Institute, Inc. is not responsible for the liabilities, statements, or activities of any of its affiliated chapters.

Ticket Reservation Form
15th Annual Oklahoma Payroll Conference
September 18, 2015 Tulsa, OK

Please Type or Print Clearly

Name _____

Certification CPP FPC CPA PHR Other _____

Company _____

Title _____

Mailing Address _____

City _____ State _____ Zip _____

Phone Number _____

E-mail _____

Your registration confirmation will be emailed to you.

Local Chapter Affiliation _____

REGISTRATION FEE - \$225.00 Breakfast, lunch & afternoon snacks will be served
6 RCH (Re-certification Credit Hours applied for) Tax ID 01-0773159

SAVE Register Early!
Early Registration by August 15th is \$195.00
After August 15th registration is the full rate of \$225.00

AMOUNT ENCLOSED: \$ _____

Make check payable to NEOKAPA **OR**
and mail with completed registration form to:
NEOKAPA
Oklahoma Payroll Conference
2608 W. Kenosha St. #612
Broken Arrow, OK 74012-8952

By Credit Card: Email your completed registration form to neokapa@cox.net. You will be sent an invoice through Square and can pay by credit card.

Your Ticket & Breakout Session selection sheet will be emailed to you.
Thank you