

ALAN M. ARAKAWA
Mayor



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MARK R. WALKER
Director

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COUNTY OF MAUI
DEPARTMENT OF FINANCE
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793

August 30, 2018

Honorable Mayor Alan Arakawa
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

For Transmittal to:

Honorable Riki Hokama, Chair
Budget and Finance Committee
200 South High Street
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

Mayor 8/30/18 Date

Dear Chair Hokama,

**SUBJECT: HUMAN CAPITAL MANAGEMENT (HCM)/PAYROLL
REPLACEMENT PROJECT (BF-106)**

This is in response to your letter dated August 27, 2018 as it relates to the Human Capital Management (HCM)/Payroll Replacement Project.

- 1) The Project is anticipated to “go-live” on December 16, 2018. Will the change from the current system to the new system have any effect on payroll deductions such as medical premiums, payroll taxes deferred compensation, and employee’s retirement system? Explain.

Response: No. All current information will be loaded into Workday prior to the “go-live” date.

- 2) Do you anticipate any impact on the processing of year-end documents, such as W-2 forms? Will the new system be able to produce the documents, incorporating all information for calendar year 2018?

*Honorable Riki Hokama, Chair
Budget and Finance Committee
August 30, 2018
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Response: We do not anticipate any impacts to the processing of the year-end documents, such as W-2 forms. Although our "go-live" date is December 16, 2018, the first payroll processing utilizing Workday will be for pay check date January 15, 2019. As such, we will process the final payroll of the year utilizing ADP and any year-end processing and reports will be provided by ADP.

Should you have any questions, please do not hesitate to contact me at Ext.7474.

Sincerely,



MARK R. WALKER
Director of Finance

cc: Marci Sato, Accounting System Administrator