

Membership Matters

Quarterly News from The 501 Alliance

March 2016

Quarterly Contribution Reports Going Paperless

Starting in the fourth quarter of this year, we will stop sending paper copies of the quarterly contribution reports. We will be switching over to an all-electronic format of having members complete their reports through our web site. You will still need to submit your payment to our lockbox but we will be evaluating an option to submit payments electronically in the future. You will not need to provide a copy of your report with your payment but please note your UIA employer number on the front of your check. In addition, you can also submit amended reports, print copies of your rate notices and post jobs for free on our web site.

Currently, over a third of our members are already registered on our web site. If you have not had a chance yet, now is the perfect time to register and to start completing your report electronically before the changeover occurs later this year. If you have misplaced the registration information that was previously provided to all members, please contact Mike Pennanen at 800-968-9675, ext. 2950 and he can provide you with your PIN.

It only takes a few minutes to register and you can also provide your PIN to your payroll provider if they will be completing your report. Once you have your PIN, follow the instructions below to register on the web site:

1. Go to 501alliance.org
2. On the right-hand side, scroll down and click on "Don't have an account?"
3. On the registration page, create a username, enter your e-mail address and enter your UIA number and PIN.
4. Click on the "Sign-up" button and you will receive an e-mail with two links.
5. Click on the first link and you can either use the password that is displayed or you can delete it and create your own. We suggest creating a password that will be easier to remember. Next, click on the "Reset Password" button.
6. The next screen will indicate that your password has been reset and click on the "Log-in" link. On this screen, enter your username and password that you just created.
7. Click on "Log-in" and you will be directed to the home page of our web site.

Once logged-in, a menu should be displayed on the right-hand side of the home page, with all of the available features listed. If you have any questions about the functionality or how to use the web site, please contact Mike Pennanen.

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Mark Your Calendar for the Next Annual Meeting

All member agencies are invited to attend the annual meeting of The 501 Alliance on Friday, May 13, 2016. This meeting will be held from 11:00 a.m. to 11:45 a.m. at the University Club of Michigan State University in Lansing. A complimentary lunch will also be provided immediately following the meeting. Directions to the venue and an invitation to attend will be included in the annual report that will be mailed in late April.

Topics of discussion and events include financial and claim reports for 2015, results from the annual audit and the election of board members. In addition, the winner of the Harry and Shirley Klein Legal Scholarship will be announced and introduced to the membership. This is your chance to meet the Board of Directors and to network with your peers from across the state. If you have any questions about attending the annual meeting, please contact the Administrator at 800-968-9675.

Reporting Imposter Claims

We have noticed an increase in the number of imposter claims that have been filed against our members and their employees over the past few months. An imposter claim is a claim for unemployment benefits that has been filed using another person's identity; such as name, social security number and employment information.

If you find that one of your employees is a victim of an imposter claim, the Unemployment Insurance Agency (UIA) has a preferred method to report this fraud, which will more quickly result in a "stop payment indicator" being placed on the claim. The employee should first navigate to the following web site: <http://www.michigan.gov/uia/>. Next, he or she should click on the "Report Fraud" button, which will bring up the login screen for Michigan's Web Account Manager (logging-in is not required). Then, in the lower left-hand corner of this screen, he or she should click on "Report Fraud."

The employee should then complete the requested information and submit it to the UIA. It is important that the employee (ID theft victim) provides the last four digits of his or her SSN and in the description section indicate "Victim of ID Theft." An e-mail address or phone number should also be provided in case the UIA has any follow-up questions.

New Directors Elected

Two new directors were recently elected to the board and they attended their first meeting in February. Please join us in welcoming Phillip Mastrofrancesco, Executive Director of Mastrofrancesco AFC in Woodhaven and Laurie Zarzecki Emelander, Finance Director at the Literacy Center of West Michigan in Grand Rapids. The board and staff are both looking forward to working with these two individuals.

Please visit our web site at 501alliance.org for a list of all of the directors on the board.