



Monique Robinson, Manager for Payroll

Payroll processes 26 pay cycles a year for OGA, PMA, PILP, PW and ASG.

Key tasks for the department:

1. Process accurate and timely payroll for OGA, PMA, PILP, PW and ASG.
2. Work with Human Resources to maintain ADP database.
3. Maintain state and federal compliance regulations and notify appropriate personnel.
4. Provide staff with ADP user material, trainings, and ad-hoc reports as needed.
5. Resolve issues with self-service access and/or Time and Attendance.