

Sage HRMS Nonprofit Organization

CLIENT SUCCESS STORY

Client

Liberty Enterprises

Industry

Nonprofit organization

Location

Amsterdam, New York

No. of Locations

Fifteen

No. of Employees

900

System

Sage HRMS
(formerly Sage Abra
HRMS)

Dundee Group Brings Freedom of Full HRMS to Liberty Enterprises

For more than 50 years, Liberty Enterprises (Liberty) has been providing quality services to developmentally disabled persons. As the Montgomery County chapter of the NYSARC, Liberty runs residential facilities, supported work programs, and community outreach services all aimed at improving the lives of individuals and their families. The organization's people-centered approach extends to its 900 employees—Liberty provides its staff with competitive salaries and a full benefit package. Sage HRMS and

house payroll gives us full control over the process, not to mention a big cost savings," Rocas explains.

Liberty engaged Dundee Group to upgrade its Sage HRMS solution and implement the Payroll module. "Dundee Group implemented Sage HRMS for my previous employer. I was very impressed with the organization and with Sage HRMS."

Safety Tracking Solution Saves Money

Liberty is using Sage HRMS to improve the safety of its staff while lowering its workers' compensation insurance rates. New screens and data fields were added to the software to track specific injury information, enabling the organization to track the precise nature of any injuries sustained by staff. Liberty uses the information it gathers to develop a targeted safety plan addressing the conditions that led to the injury. For example, several injuries were sustained by staff members while using the wheelchair lifts. In response, Liberty began holding mandatory training courses in the proper use of the lifts. "As a result, we've been able to reduce injury claims and our workers' compensation rates have gone down significantly as well," Rocas reports.

Flexible and Customizable

Dundee Group developed a custom solution within Sage HRMS to support the unique payroll requirements of Liberty's



Dundee Group, Ltd. are essential tools that help Liberty meet its payroll and human resource management needs.

Save With In-House Payroll

When Jeff Rocas joined Liberty in 2002 as programmer analyst, the organization was using an outsourced payroll service and an older version of the Sage HRMS module. He encouraged the organization to consider bringing payroll processing in house. "I'd used Sage HRMS Payroll before, and in-



About Dundee Group, Ltd.

Dundee Group, Ltd. provides workforce management solutions to organizations that are looking for ways to enhance the performance of their employees and managers. Focused on employee based data since 1992, Dundee Group, Ltd. brings our years of experience to each successful engagement. By delivering integrated systems covering time and attendance, human resources, payroll, benefits management, recruiting, training and more, Dundee Group, Ltd. helps our clients free valuable staff time to use for more strategic purposes.

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structured workshop, which employs 300 disabled individuals. Liberty needed the option to pay employees by the piece, by the hour, or by an average hourly rate. “Dundee Group had developed something similar for another client, and was able to easily adapt it to our organization,” says Rocas.

Using the advanced customization features, Rocas is able to design and add custom panels to the software to collect and track the data the organization cares about. He also is able to develop the organization’s safety tracking program. Other fields were added to track a mandatory vaccination employees must receive every 11 months. “All the data fields we add are accessible through SAP Crystal Reports® for Sage HRMS,” explains Rocas, “so I’ve written a report showing us who needs the vaccination in the upcoming month.”

Saving 16 Hours Data Entry Monthly

Manually keying information from paper time sheets used to consume a full day each twice-monthly pay period. Dundee Group recommended the organization utilize an electronic time clock system, allowing employees to clock in using stand-alone time clocks or over the telephone. Dundee Group created an interface that imports the data from these time clocks into Sage HRMS Payroll, eliminating the data entry task. “So far, we’ve rolled out the time clocks to about half of our employees, and it’s saving about two labor days each month,” says Rocas.

Rocas says the organization’s payback has far exceeded its investment.

Expanding On The Benefits

Dundee Group is currently working with Liberty to implement the Sage Employee Self Service (ESS) module. This will allow employees at every location to view and update W-4 information, manage address changes, check available vacation hours, and even view or print a copy of their pay stub. “We’re expecting Sage Employee Self Service (ESS) to remove a big burden on our HR department by allowing employees to answer many of their own routine questions themselves,” explains Rocas. “This frees our HR staff from routine tasks, so they have time to work on more strategic initiatives for the organization.

“Taking care of 900 people is time consuming,” concludes Rocas, “but with Sage HRMS we have the tools in place to be more efficient with our time and resources. And I can’t say enough positive things about Dundee Group, our Sage Business Partner. They’re honest, ethical, and highly knowledgeable. I wish all our vendors were as accommodating and professional as Dundee Group.”

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