Lathem's Cloud-based PayClock® Online Helps the Town of Franklin Efficiently Manage Time and Attendance
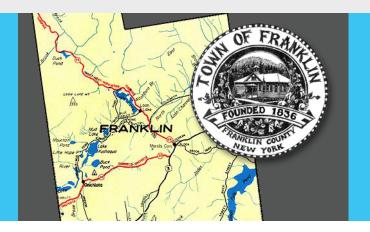
Overview

Town supervisors must manage their municipalities to run efficiently in order to best serve the community. So when it comes to managing back office operations, less is more. Less time needed to manage administrative duties means more time dedicated to serving.

The Town of Franklin, a picturesque community located in upstate New York near the Adirondack Mountains, found themselves needing a flexible solution to manage the town's employee time and attendance in a convenient and expeditious way.

Challenge

Supervisor Art Willman manages the finances and many of the HR-related duties for the Town of Franklin, and managing time and attendance for all non-elected employees is just one of his duties.

Not too long ago, Willman and Secretary Melissa Begor manually calculated time and attendance records using paper time cards. This led to errors and inefficiencies. It also meant someone had to physically be in the office to access these records when it came time to process payroll. That made it very difficult on payroll day.

Solution

The Town of Franklin decided to look for an employee time and attendance system that focused on accessibility and flexibility, and found Lathem's PayClock® Online as the solution they needed.

The town eagerly switched from its mechanical punch card time clock to Lathem's Touchscreen Proximity Badge time clock and the cloud-based PayClock Online, PayClock Online's cloud-based functionality means all time records are updated in real-time. Regardless of how or when a customer accesses the information or processes payroll, the information is always completely up-to-date.

Melissa Begor can now work from a remote location on the days she processes payroll, without having to head to town hall.

66 Being able to access the information from wherever I am is a huge plus, Begor said. If I get a question from the Superintendant, I can log on immediately and I don't have to go over to town hall. It's all about the convenience of accessing employee time and attendance information remotely. 99

Results

The accuracy of PayClock Online has meant time savings and more efficiency for the team. The automated solution reduces errors and makes the payroll process much easier.

The employees benefit from it as well. They now clock in on the Lathem model PC600 touchscreen proximity badge time clock. Using PayClock Online's employee portal they can view their own entries and bring any issues to management's attention well before the end of the pay period.

❝ The biggest benefit is that PayClock Online keeps an accurate record of time entries. It's more consistent, and errors are reduced. PayClock Online is a great fit for any small-to medium-sized town, said Willman. ❞

PayClock Online provides key benefits for civic organizations and municipalities in managing employee time and attendance:

- Time and attendance data is available anytime, anywhere on a web-enabled PC, Mac or mobile device.
- Employees can clock in and out from computers, smartphones or Lathem time clocks.
- Employees have fast and convenient web-based access to view their time card information.
- Hosted on the web, so no software to install or maintain.
- Supports multiple locations and users, including field-based employees.
- Easily integrates with popular payroll software systems like QuickBooks, Paychex, ADP and more.

PayClock Online

PayClock Online enables civic organizations and municipalities to manage employee time and attendance as efficiently as possible.

ⓛ LATHEM

Headquartered in Atlanta, Georgia, Lathem is the leading provider of durable and affordable timekeeping products for business. Since 1919, Lathem remains a family-owned and operated US manufacturer. More than 1 million organizations worldwide use a Lathem solution every day to help manage their business, including commercial wall clocks, time stamps, mechanical and biometric employee time clocks, and Lathem's PayClock Online time & attendance system. www.Lathem.com

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