All employees will be paid every two weeks rather than twice per month in the new wvOASIS HR/Payroll system. Salaried employees will have their annual salary divided by 26 to determine their bi-weekly salary. Hourly employees will be paid for all hours worked in the previous two week pay period. Additionally, all related deductions (health insurance, voluntary deduction, etc.) will be converted to bi-weekly amounts in order to minimize the impact on employees’ net pay. Because employees are being paid more often, their actual gross and net amounts will be LESS THAN THE SEMI-MONTHLY PAY.

Additionally, because of the way the calendar falls, there will be 10 months in which employees receive two bi-weekly pays per month and 2 months in which they will actually receive three bi-weekly pays (July and December). Again, it is important for employees to understand the timing of these payments so they can plan and budget accordingly. More details will be forthcoming in the weeks and months ahead.

wvOASIS Arrears Pay Update

There are approximately 10,000 state employees hired prior to July 2002 that are paid current on each of our current semi-monthly pays. It is the plan to convert these employees to arrears pay through the use of a one time “no hardship arrears conversion” pay code on the last pay of September 2014 in our existing EPICS payroll system.

When we convert to the wvOASIS payroll system in January of 2015, all employees will be in arrears pay status. The net effect of this conversion is that a converted employee will not miss a pay, but will be programmatically converted, with a corresponding receivable recorded by the state for the gross pay amount. Upon this conversion, the employee will automatically be entitled to one additional pay at time of separation from the state, from which the receivable balance due the state will be collected through the use of a “no hardship arrears conversion” deduction code.

Please visit the FAQ document on wvOASIS.gov for more information.