

**Central Payroll - State Agencies:** The changes you key will not fully process before the state share process runs and may cause reconciliation problems for your agency, HCA and/or the insurance carriers. Anything not keyed the day before state share runs must be held and keyed after state share runs.

**January:** State share runs on Thursday 1/23/20. Do not key any changes after 6:00PM on Tuesday 1/21/20. You may resume keying on Friday 1/24/20 after 6:00AM.

**February:** State share runs on Friday 2/21/20. Do not key any changes after 6:00PM on Wednesday 2/19/20. You may resume keying on Monday 2/24/20 after 6:00AM.

**March:** State share runs on Monday 3/23/20. Do not key any changes after 6:00PM on Thursday 3/19/20. You may resume keying on Tuesday 3/24/20 after 6:00AM.

**April:** State share runs on Thursday 4/23/20. Do not key any changes after 6:00PM on Tuesday 4/21/20. You may resume keying on Friday 4/24/20 after 6:00AM.

**May:** State share runs on Friday 5/22/20. Do not key any changes after 6:00PM on Wednesday 5/20/20. You may resume keying on Monday 5/25/20 after 6:00AM.

**June:** State share runs on Tuesday 6/23/20. Do not key any changes after 6:00PM on Friday 6/19/20. You may resume keying on Wednesday 6/24/20 after 6:00AM.

**July:** State share runs on Thursday 7/23/20. Do not key any changes after 6:00PM on Tuesday 7/21/20. You may resume keying on Friday 7/24/20 after 6:00AM.

**August:** State share runs Friday 8/21/20. Do not key any changes after 6:00PM on Wednesday 8/19/20. You may resume keying on Monday 8/24/20 after 6:00AM.

**September:** State share runs on Wednesday 9/23/20. Do not key any changes after 6:00PM on Monday 9/21/20. You may resume keying on Thursday 9/24/20 after 6:00AM.

**October:** State share runs on Friday 10/23/20. Do not key any changes after 6:00PM on Wednesday 10/21/20. You may resume keying on Monday 10/26/20 after 6:00AM.

**November:** State share runs on Monday 11/23/20. Do not key any changes after 6:00PM on Thursday 11/19/20. You may resume keying on Tuesday 11/24/20 after 6:00AM.

**December:** State share runs on Wednesday 12/23/20. Do not key any changes after 6:00PM on Monday 12/21/20. You may resume keying on Thursday 12/24/19 after 6:00AM.