



Questions and Answers (Q&A)

HR Liaison & MLS Live Event, July 8, 2022

The following questions were submitted by attendees during the July 8, 2022, HR Liaison & MLS Live Teams Event with OHR and MCtime. Answers were provided by subject matter experts.

Q: How do I access the Recruitment Tracker?

The easiest way to access the Recruitment Tracker is via [this direct link](#), which you can bookmark in your web browser for future use. You can also manually navigate to the Recruitment Tracker via ePortal -> HR tab -> HR Workforce Management -> Recruitment Tracker.

Q: When do FY22 and FY23 pay increases go into effect?

- The FY22 GWA increases for MLS and GSS employees was effective June 19, 2022, and reflected in the July 1, 2022 pay check.
- FY22 Pay for performance increases for MLS was effective July 3, 2022 and will be in the July 29, 2022 pay check. These increases may be awarded to the base salary, as a lump sum or a combination as determined by the Director and approved by the CAO.
- Information on FY23 compensation increases can be found in this [June 9 memo](#) and on the [OHR compensation webpage](#).

Q: If an employee is scheduled to work 100% remotely (offsite), do they need to provide OMS with proof of a positive COVID test?

Yes, if they have been to an onsite location for any amount of time in the recent past and could have potentially exposed other staff, OR if they plan to use COVID-related Administrative Leave. If neither of these circumstances is true, then the answer is no.