

Reauthorization Facts from MCO

Q. I reauthorized last year. Do I have to do it again?

A. Everyone must reauthorize dues once a year or they will automatically stop. The deadline to reauthorize every year will be the end of the last pay period in a fiscal year. Generally, this date will fall in early October. This year, the deadline is Oct. 2, 2021.

If you reauthorized last year before October 1, 2020, you must reauthorize again this year by Oct. 2 or your dues will stop.

If you reauthorized last year on or after Oct. 1, 2020, your dues won't expire until October 2022.

Q. What if I don't remember when I reauthorized?

A. Just log in to the HRMN portal from a desktop computer (LINK <https://www.youtube.com/watch?v=mIPmRSuks54>) or mobile device (LINK <https://hrselfserv.michigan.gov/lawson/somnet/UnionDues/UnionDuesMobile.htm>) and try to reauthorize. Read instructions on where to go once inside the portal (LINK <https://www.mco-seiu.org/wp-content/uploads/2021/02/2.25.21-Reauthorization-flyer-MCO-final.pdf>) If you don't need to reauthorize at this time, you'll see a message saying your dues are good through a certain date in 2022.

You can also call the HR Call Center at 877-766-6447 Monday-Friday from 8 a.m. - 5 p.m. (excluding state holidays) and ask to reauthorize.

Q. Why does the HRMN portal close sometimes?

A. The HRMN portal is closed for four days, starting the Sunday after every pay day. For example, Thursday, June 24 is payday. The HRMN portal is closed starting Sunday, June 27 through Wednesday, June 30. It reopens Thursday, July 1.

MCO leaders have been told the portal must close periodically for payroll processing.

If you would like to reauthorize while the HRMN portal is closed, you can call 877-766-6447 Monday-Friday from 8 a.m. - 5 p.m. (excluding state holidays) and ask to reauthorize dues deduction EC01.

Q. I got a message from the MCO Central Office (or heard from a chapter official, etc.) that I should reauthorize by Saturday, but the deadline isn't until October.

A. This means the HRMN portal will be closed starting this Sunday (see above answer). Periodically, MCO will make pushes to get members to reauthorize well before the deadline. That's what you read or heard about. We will make pushes ahead of time because we know people are busy, but we don't want anyone to forget to reauthorize until it's too late.

Q. I missed the deadline last year and I'm not paying dues now. When can I restart my dues?

A. You can restart dues at any time during the year. Just log in to the HRMN portal from a desktop computer (LINK <https://www.youtube.com/watch?v=mIPmRSuks54>) or mobile device (LINK <https://hrselfserv.michigan.gov/lawson/somnet/UnionDues/UnionDuesMobile.htm>) and select dues deduction EC01 (see complete instructions here LINK <https://www.mco-seiu.org/wp-content/uploads/2021/02/2.25.21-Reauthorization-flyer-MCO-final.pdf>). Or call the HR Call Center at 877-766-6447 Monday-Friday from 8 a.m. - 5 p.m. (excluding state holidays) and ask to start dues deduction EC01.

Q. What if I forgot my HRMN password?

A. Visit the password help site (LINK https://www.michigan.gov/mdcs/0,1607,7-147-6879_19184_21557-66011--,00.html). If you need to reset your password and have a state email address, you will receive your new password immediately at that address. If not, your new password will be mailed to your home address.