August 27, 2020

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Department of Administrative Services
Human Resource Enterprise
Hoover Building – Third Floor
1305 East Walnut Street
Des Moines, IA 50319

RE: Case No. 102457—State of Iowa and AFSCME Iowa Council 61 (Security)
   (1) Employer to post and distribute Petition
   (2) Employer to post and distribute Notice to Employees.
   (3) Employer to post and distribute Notice of Hearing

Dear Representatives:

A petition to amend an existing bargaining unit of the State’s employees has been filed with the Public Employment Relations Board. A copy of the filed petition and a notice to employees are enclosed. PERB has also enclosed a Notice of Hearing regarding the matter. The State must post the Notice to Employees, Notice of Hearing, and the petition in conspicuous places customarily used for the posting of information to employees in the potentially affected bargaining unit. If the employer customarily distributes information to employees by additional means, such as by e-mail or hard copy, the employer shall also promptly distribute such documents to employees. Please produce a sufficient number of copies to accomplish the required posting.

All documents on this matter must be electronically filed using PERB’s electronic document management system. Future documents will only be provided to you via PERB’s electronic document management system. Please read the enclosed information sheet on e-filing.

Iowa Code chapter 20, the Public Employment Relations Act requires that PERB conduct a public hearing to determine the appropriate bargaining unit within 30 days of its receipt of the petition if an agreement is not reached and filed with the Board. Consequently, a hearing on the petition has been scheduled for September 15, 2020, at 10:00 a.m.

Amendment of bargaining unit cases may be informally settled and a hearing may be avoided. In order to accomplish this informal settlement, the petitioner and public employer must prepare a stipulation signed by the authorized
representative of each party, which sets forth the composition of the agreed bargaining unit. The stipulation must be electronically filed and tentatively approved by the Board prior to the scheduled hearing date to avoid the necessity of the hearing. Please contact Susan Bolte if you have questions or concerns or if you would like assistance in the attempt to reach a stipulation concerning the unit’s composition.

Thank you for your assistance and prompt attention to the aforementioned posting. Any questions may be directed to me at the contact information below.

Sincerely,

/s/ Susan Bolte
Administrative Law Judge

Electronically filed.
Public employer served via certified mail and email.
All others served via eFlex
Email to: Dan Homan
        Rick Eliander
        Nathan Reckman
        Kristin Bauer
        Paul Trombino