

**NOTICE TO EMPLOYEES
FROM THE
EMPLOYMENT APPEAL BOARD (EAB)**

Previously, EAB certified AFSCME Iowa Council 61 as the exclusive bargaining representative for the bargaining unit of State of Iowa employees described at the end of this document.

Iowa law requires EAB to conduct retention and recertification elections. In this election EAB will ask the employees in the bargaining unit whether they wish to retain and recertify AFSCME Iowa Council 61 as their exclusive bargaining representative for purposes of collective bargaining.

Iowa law also requires that AFSCME Iowa Council 61 pay an election fee. This fee must be paid by Thursday, September 19, 2024.

If AFSCME Iowa Council 61 does not pay the election fee when it becomes due, EAB will revoke its certification. If EAB revokes the certification of AFSCME Iowa Council 61, your collective bargaining agreement may become void and the terms of the agreement may become unenforceable.

IF AN ELECTION IS HELD, your employer shall post and distribute, in mid-September, a Notice of Election giving details on how and when to vote. The election period will be from 7:00 a.m. on Tuesday, October 08, 2024, to 9:00 a.m. on Tuesday, October 22, 2024. The election will be conducted by the Employment Appeal Board and your right to a secret ballot and a free choice will be protected.

**THE EMPLOYMENT APPEAL BOARD DOES NOT ENDORSE ANY
CHOICE IN ANY ELECTION CONDUCTED.**

Any questions should be directed to:

Employment Appeal Board
6200 Park Ave, Ste 100
Des Moines IA 50321
515/281-3638
<https://eab.iowa.gov>
eab.elections@eab.iowa.gov

Bargaining Unit Of Employees Of State of Iowa

**The unit description below is subject to the mutual agreement between the parties concerning who is eligible to vote in the upcoming recertification election.

INCLUDED: All clerical and related employees of the State of Iowa in the classifications set forth in the attached Appendix A.

NON-PROFESSIONAL CLERICAL BARGAINING UNIT

APPENDIX A – INCLUDED CLASSIFICATIONS

State Merit Classifications

Class No. Classification:

00006 Receptionist
00010 Utility Office Worker
00012 Typist
00013 Typist Advanced
00011 Clerk
00017 Clerk – Advanced
00018 Clerk Specialist
00025 Secretary 1
00026 Secretary 2
15002 Secretary 3
00035 Telephone Operator
00060 Word Processor 1
00061 Word Processor 2
00063 Word Processor 3
00114 Information Technology Support
Worker 1
00115 Information Technology Support
Worker 2
00116 Information Technology Support
Worker 3
00117 Information Technology Support
Worker 4
00305 Accounting Clerk 1
00306 Accounting Clerk 2
00307 Accounting Clerk 3
04705 Telecommunications Operator
02000 Nursing Unit Coordinator
82000 Nursing Unit Coordinator
06298 Drivers License Clerk
06299 Drivers License Clerk Senior
15051 Licensing Assistant

Regents Merit Classifications

Class No. Classification:

01081Account Clerk01071Secretary I
01091Account Specialist01072Secretary II
01201Cashier I01073Secretary III
01202Cashier II01075Secretary IV
01051Clerk I 07771Telecommunications Operator
01052Clerk II 01601Veterinary Teaching Hospital
01053Clerk III Assistant I
01055Clerk IV 01602Veterinary Teaching Hospital
01061Clerk-Typist I Assistant II
01062Clerk-Typist II
01062Clerk-Typist III
01821Data Entry Operator I
01822Data Entry Operator II
01831Data Technician I
01832Data Technician II
01833Data Technician III
01410Dietetic Clerk
01211Dispatching Clerk
01301Editorial Assistant I
01302Editorial Assistant II
08351Extension Program Assistant I
08352Extension Program Assistant II
08353Extension Program Assistant III
07961Facilities Coordinator
01311Health Information Technician I
01321Health Information Technician II
01331Health Information Technician III
01801Key Entry Operator I
01802Key Entry Operator II
01501Library Assistant I
01502Library Assistant II
01503Library Assistant III
1505Library Assistant IV
07971Mail Center Coordinator
01231Mail Clerk
01241Nursing Unit Clerk
07830Parking and Transportation
Attendant
7840Parking and Transportation
Dispatcher I
7841Parking and Transportation
Dispatcher II
01401Patient Account Representative
01261Record Analyst I
01262Record Analyst II

EXCLUDED:

All employees of the State of Iowa in classifications not set forth in the attached Appendix A