

**IOWA WORKFORCE DEVELOPMENT
UNEMPLOYMENT INSURANCE APPEALS**

CLARISSA E LIGHTFOOT
Claimant

APPEAL NO. 16A-UI-08307-ECT

**ADMINISTRATIVE LAW JUDGE
DECISION**

**IOWA WORKFORCE DEVELOPMENT
DEPARTMENT**

OC: 06/05/16
Claimant: Appellant (6)

Iowa Code § 96.4(3) – Able & Available for Work
Iowa Admin. Code r. 871-24.22(3) – Failure to Report Job Searches
Iowa Code § 96.6(2) – Timeliness of Appeal

STATEMENT OF THE CASE:

This matter was erroneously set up as an appeal from the decision issued on June 14, 2016, reference 02, warning the claimant of the requirement to make at least two job searches per week. The decision did not include any adverse action against the claimant.

ISSUE:

Was this matter erroneously set up as an appeal from a warning decision?

FINDINGS OF FACT:

The evidence available in the administrative file shows that the claimant filed an appeal from a decision warning her to make at least two weekly job contacts. The decision did not take adverse action regarding her claim for unemployment insurance benefits. Instead, this decision warned her that she could be disqualified from receiving unemployment insurance benefits for any future weeks that she claims benefits and fails to make at least two job contacts.

REASONING AND CONCLUSIONS OF LAW:

Individuals seeking unemployment insurance benefits are generally expected to earnestly and actively seek work. Iowa Admin. Code r. 871-24.22(3).

The appeal from a warning decision was set up in error. The representative's decision, warning the claimant to keep a record of her weekly job contacts, did not include any adverse action against the claimant.

An appeal of an administrative agency decision is appropriate when the agency took adverse action against the appealing party. An administrative appeal is properly dismissed when no such adverse action occurred. *Kruse v Iowa Department of Human Services*, 500 N.W.2d 455 (Iowa App. 1993)

DECISION:

This matter was erroneously set up as an appeal from a warning decision. The appeal is dismissed. The decision issued on June 14, 2016, reference 02, remains in effect.

Emily Gould Chafa
Unemployment Insurance Appeals Bureau
Iowa Workforce Development

Decision Dated and Mailed

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