

**IN THE IOWA ADMINISTRATIVE HEARINGS DIVISION
UNEMPLOYMENT INSURANCE APPEALS BUREAU**

KARI L EXLINE
Claimant

COLLEGE COMMUNITY SCHOOL DISTRICT
Employer

**APPEAL 23A-UI-08354-DZ-T
ADMINISTRATIVE LAW JUDGE
DECISION**

**OC: 07/23/23
Claimant: Appellant (1)**

Iowa Code § 96.6(2) – Timely Appeal
Iowa Code § 96.5(2)a – Discharge for Misconduct

STATEMENT OF THE CASE:

Karie L. Exline, the claimant/appellant,¹ appealed the Iowa Workforce Development (IWD) August 17, 2023 (reference 06) unemployment insurance (UI) decision. The decision denied Ms. Exline REGULAR (state) UI benefits because IWD concluded the employer discharged her from work on August 11, 2023 for not following instructions. On September 1, 2023, the Iowa Department of Inspections, Appeals and Licensing (DIAL), UI Appeals Bureau mailed a notice of hearing to Ms. Exline and the employer for a telephone hearing scheduled for September 14, 2023.

On September 12, 2023, Laura Schultes, attorney, entered an appearance to represent Ms. Exline and requested a 30-day continuance to allow for discovery. The undersigned administrative law judge held a pre-hearing conference on September 14, 2023. Ms. Exline participated in the conference personally. Ms. Schultes represented Ms. Exline. The employer participated in the conference through Jerry Moritz, executive director of human resources and Angie Morrison, chief financial officer. Jazmie Polk, attorney, represented the employer. The undersigned granted Ms. Exline's request for a continuance. The parties agreed to a new hearing date of September 26, 2023 at 8:00 a.m.

On September 18, 2023, the Iowa Department of Inspections, Appeals and Licensing (DIAL), UI Appeals Bureau mailed a notice of hearing to Ms. Exline, Ms. Schultes, the employer, and Ms. Polk for a telephone hearing scheduled for September 26, 2023. The undersigned held a telephone hearing on September 26, 2023. Ms. Exline participated in the hearing personally. Ms. Schultes represented Ms. Exline. The employer participated in the hearing through Jeri Moritz, executive director of human resources and equity and Angie Morrison, chief financial officer. Jazmie Polk, attorney, represented the employer. The undersigned took official notice of the administrative record.

ISSUES:

Did Ms. Exline appeal on time?

Did the employer discharge Ms. Exline from employment for disqualifying, job-related misconduct?

¹ Claimant is the person who filed the UI claim with IWD. Appellant is the person or employer who filed the appeal.

FINDINGS OF FACT:

Having reviewed the evidence in the record, the undersigned finds: IWD mailed the August 17, 2023 (reference 06) UI decision to Ms. Exline at her correct address. The UI decision states that it becomes final unless an appeal is postmarked or received by the IWD Appeals Section by Sunday, August 27, 2023. If the appeal deadline falls on a Saturday, Sunday, or legal holiday, the appeal period is extended to the next working day. So, the appeal deadline was extended to Monday, August 28, 2023.

IWD mailed Ms. Exline another UI decision the same day. This decision, a reference 04 decision, denied Ms. Exline REGULAR (state) UI benefits as of July 23, 2023 because IWD concluded she requested and the employer granted her a leave of absence so she was not available for work. The appeal deadline in this decision was also Sunday, August 27, 2023. So, the appeal deadline was extended to Monday, August 28, 2023.

The day before, IWD had mailed Ms. Exline another UI decision. This decision, a reference 01 decision, denied Ms. Exline REGULAR (state) UI benefits as of July 23, 2023 because IWD concluded she was still employed in her job in the same way she had been before she applied for UI benefits. The appeal deadline in this decision was Saturday, August 26, 2023. So, the appeal deadline was extended to Monday, August 28, 2023.

Ms. Exline received all three decisions in the mail on, or about August 23. Ms. Exline received one of the decisions one day and the other two decisions later. Ms. Exline usually checks her mail about 2-3 times per week. Ms. Exline was confused by the decisions, so she talked with family members, she called the employer, and she called IWD. Ms. Exline disconnected from some of the calls to IWD because she was on hold for a long time. Other times, she was disconnected while on hold. About one week after she received the decisions, on August 30, 2023, Ms. Exline went to the IWD office and appealed. The DIAL UI Appeals Bureau received the appeal the same day.

REASONING AND CONCLUSIONS OF LAW:

For the reasons that follow, the undersigned concludes Ms. Exline did not appeal the August 17, 2023 (reference 06) UI decision on time.

Iowa Code § 96.6(2) provides, in relevant part: “[u]nless the claimant or other interested party, after notification or within ten calendar days after notification was mailed to the claimant's last known address, files an appeal from the decision, the decision is final and benefits shall be paid or denied in accordance with the decision.”

Iowa Admin. Code r. 871-24.35(1) provides:

2. Except as otherwise provided by statute or by division rule, any payment, appeal, application, request, notice, objection, petition, report or other information or document submitted to the division shall be considered received by and filed with the division:
 - (2) If transmitted via the United States Postal Service on the date it is mailed as shown by the postmark, or in the absence of a postmark the postage meter mark of the envelope in which it is received; or if not postmarked or postage meter marked or if the mark is illegible, on the date entered on the document as the date of completion.

(b) If transmitted via the State Identification Data Exchange System (SIDES), maintained by the United States Department of Labor, on the date it was submitted to SIDES.

(c) If transmitted by any means other than [United States Postal Service or the State Identification Data Exchange System (SIDES)], on the date it is received by the division.

Iowa Admin. Code r. 871-24.35(2) provides:

2. The submission of any payment, appeal, application, request, notice, objection, petition, report or other information or document not within the specified statutory or regulatory period shall be considered timely if it is established to the satisfaction of the division that the delay in submission was due to division error or misinformation or to delay or other action of the United States postal service.

The Iowa Supreme Court has declared that there is a mandatory duty to file appeals from representatives' decisions within the time allotted by statute, and that the administrative law judge has no authority to change the decision of a representative if a timely appeal is not filed.² Compliance with appeal notice provisions is jurisdictional unless the facts of a case show that the notice was invalid.³

Ms. Exline received the August 17, 2023 (reference 06) UI decision before the appeal deadline and, therefore, could have appealed by the deadline. The notice provision of the decision was valid. Ms. Exline's delay in filing her appeal was not due to an error or misinformation from IWD or due to delay or other action of the United States Postal Service. Ms. Exline has not established a good cause reason for the delay in filing the appeal. Ms. Exline did not appeal the August 17, 2023 (reference 06) UI decision on time and the undersigned lacks jurisdiction (authority) to decide the other issues in this matter.

² *Franklin v. IDJS*, 277 N.W.2d 877, 881 (Iowa 1979).

³ *Beardslee v. IDJS*, 276 N.W.2d 373, 377 (Iowa 1979); see also *In re Appeal of Elliott* 319 N.W.2d 244, 247 (Iowa 1982).

DECISION:

Ms. Exline did not appeal the August 17, 2023 (reference 06) UI decision on time. The August 17, 2023 (reference 06) UI decision is AFFIRMED.



Daniel Zeno
Administrative Law Judge

September 27, 2023
Decision Dated and Mailed

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APPEAL RIGHTS. If you disagree with the decision, you or any interested party may:

1. Appeal to the Employment Appeal Board within fifteen (15) days of the date under the judge's signature by submitting a written appeal via mail, fax, or online to:

**Employment Appeal Board
4th Floor – Lucas Building
Des Moines, Iowa 50319
Fax: (515)281-7191
Online: eab.iowa.gov**

The appeal period will be extended to the next business day if the last day to appeal falls on a weekend or a legal holiday.

AN APPEAL TO THE BOARD SHALL STATE CLEARLY:

- 1) The name, address, and social security number of the claimant.
- 2) A reference to the decision from which the appeal is taken.
- 3) That an appeal from such decision is being made and such appeal is signed.
- 4) The grounds upon which such appeal is based.

An Employment Appeal Board decision is final agency action. If a party disagrees with the Employment Appeal Board decision, they may then file a petition for judicial review in district court.

2. If no one files an appeal of the judge's decision with the Employment Appeal Board within fifteen (15) days, the decision becomes final agency action, and you have the option to file a petition for judicial review in District Court within thirty (30) days after the decision becomes final. Additional information on how to file a petition can be found at Iowa Code §17A.19, which is online at <https://www.legis.iowa.gov/docs/code/17A.19.pdf> or by contacting the District Court Clerk of Court <https://www.iowacourts.gov/iowa-courts/court-directory/>.

Note to Parties: YOU MAY REPRESENT yourself in the appeal or obtain a lawyer or other interested party to do so provided there is no expense to Workforce Development. If you wish to be represented by a lawyer, you may obtain the services of either a private attorney or one whose services are paid for with public funds.

Note to Claimant: It is important that you file your weekly claim as directed, while this appeal is pending, to protect your continuing right to benefits.

SERVICE INFORMATION:

A true and correct copy of this decision was mailed to each of the parties listed.

DERECHOS DE APELACIÓN. Si no está de acuerdo con la decisión, usted o cualquier parte interesada puede:

1. Apelar a la Junta de Apelaciones de Empleo dentro de los quince (15) días de la fecha bajo la firma del juez presentando una apelación por escrito por correo, fax o en línea a:

**Employment Appeal Board
4th Floor – Lucas Building
Des Moines, Iowa 50319
Fax: (515)281-7191
En línea: eab.iowa.gov**

El período de apelación se extenderá hasta el siguiente día hábil si el último día para apelar cae en fin de semana o día feriado legal.

UNA APELACIÓN A LA JUNTA DEBE ESTABLECER CLARAMENTE:

- 1) El nombre, dirección y número de seguro social del reclamante.
- 2) Una referencia a la decisión de la que se toma la apelación.
- 3) Que se interponga recurso de apelación contra tal decisión y se firme dicho recurso.
- 4) Los fundamentos en que se funda dicho recurso.

Una decisión de la Junta de Apelaciones de Empleo es una acción final de la agencia. Si una de las partes no está de acuerdo con la decisión de la Junta de Apelación de Empleo, puede presentar una petición de revisión judicial en el tribunal de distrito.

2. Si nadie presenta una apelación de la decisión del juez ante la Junta de Apelaciones Laborales dentro de los quince (15) días, la decisión se convierte en acción final de la agencia y usted tiene la opción de presentar una petición de revisión judicial en el Tribunal de Distrito dentro de los treinta (30) días después de que la decisión adquiera firmeza. Puede encontrar información adicional sobre cómo presentar una petición en el Código de Iowa §17A.19, que se encuentra en línea en <https://www.legis.iowa.gov/docs/code/17A.19.pdf> o comunicándose con el Tribunal de Distrito Secretario del tribunal <https://www.iowacourts.gov/iowa-courts/court-directory/>.

Nota para las partes: USTED PUEDE REPRESENTARSE en la apelación u obtener un abogado u otra parte interesada para que lo haga, siempre que no haya gastos para Workforce Development. Si desea ser representado por un abogado, puede obtener los servicios de un abogado privado o uno cuyos servicios se paguen con fondos públicos.

Nota para el reclamante: es importante que presente su reclamo semanal según las instrucciones, mientras esta apelación está pendiente, para proteger su derecho continuo a los beneficios.

SERVICIO DE INFORMACIÓN:

Se envió por correo una copia fiel y correcta de esta decisión a cada una de las partes enumeradas.