

**IOWA DEPARTMENT OF INSPECTIONS AND APPEALS
ADMINISTRATIVE HEARINGS DIVISION, UI APPEALS BUREAU**

RYLEE R SHANNON
Claimant

TIMBERLINE MANUFACTURING COMPANY
Employer

APPEAL 22A-UI-14443-DZ-T
**ADMINISTRATIVE LAW JUDGE
DECISION**

OC: 08/08/21
Claimant: Appellant (1)

Iowa Code § 96.6(2) – Timely Appeal
Iowa Code § 96.5(2)a – Discharge for Misconduct
Iowa Code § 96.5(1) – Voluntary Quit
Iowa Code § 96.4(3) – Able to and Available for Work

STATEMENT OF THE CASE:

Rylee R. Shannon, the claimant/appellant, filed an appeal from the Iowa Workforce Development's (IWD) September 22, 2021 (reference 02) unemployment insurance (UI) decision that denied REGULAR (state) UI benefits because of an August 8, 2021 voluntary quit. The parties were properly notified about the hearing. A telephone hearing was held on August 5, 2022. Ms. Shannon participated personally. The employer participated through Holly Adams, director of human resources, and Tyler Carlson, human resources generalist. The administrative law judge took official notice of the administrative record.

ISSUE:

Is Ms. Shannon's appeal filed on time?
Did Ms. Shannon voluntarily quit without good cause attributable to the employer?
Is Ms. Shannon able to and available for work?

FINDINGS OF FACT:

Having reviewed the evidence in the record, the administrative law judge finds: IWD mailed the UI decision to Ms. Shannon at the correct address on September 22, 2021. The UI decision states that it becomes final unless an appeal is postmarked or received by Iowa Workforce Development (IWD) Appeals Section by October 2, 2021. If the date falls on a Saturday, Sunday, or legal holiday, the appeal period is extended to the next working day. October 2, 2021 was a Saturday; therefore, the deadline was extended to Monday, October 4, 2021.

Ms. Shannon did not receive the reference 02 decision. The decision was mailed to Ms. Shannon's address of record, which is her mother's residence. Ms. Shannon's mother would usually open any mail IWD sent to Ms. Shannon and let me know Ms. Shannon about the mail. Ms. Shannon's mother told Ms. Shannon that she did not recall receiving this decision in the mail.

IWD also mailed Ms. Shannon another UI decision on September 21, 2021 (reference 01). The reference 01 decision denied UI benefits as of August 8, 2021 because IWD records indicated that Ms. Shannon was on a leave of absence from employment with employer The American Bottling Company. Ms. Shannon did not receive that decision either. Ms. Shannon's mother told Ms. Shannon that she did not recall receiving this decision in the mail.

IWD mailed Ms. Shannon three more UI decisions. On April 20, 2022, IWD mailed Ms. Shannon a reference 03 decision that concluded she was overpaid REGULAR (state) UI benefits in the gross amount of \$147.00 because of a UI decision "...that disqualified you for voluntarily leaving your employment with Timberline Manufacturing. Ms. Shannon received the decision in the mail. Ms. Shannon called IWD, and the representative told Ms. Shannon about her appeal rights. Ms. Shannon did not file an appeal at that time.

On June 7, 2022, IWD mailed Ms. Shannon a reference 05 decision that warned her to engage in at least four "reemployment activities" including at least three job applications each week and keep a record but did not deny UI benefits. Ms. Shannon received that decision in the mail. Ms. Shannon called IWD and the representative told Ms. Shannon that she did not need to do job searches. Based on what the IWD representative told Ms. Shannon, she did not appeal at that time.

On June 20, 2022, IWD mailed Ms. Shannon a reference 04 decision that allowed UI benefits because a May 27, 2022 discharge from employment with employer Select Quote Auto & Home Insurance. Ms. Shannon received that decision in the mail on June 27. That same day, Ms. Shannon called IWD because she was not getting UI benefits even though the decision concluded that she is eligible for benefits. The representative explained to Ms. Shannon that IWD had issued two other decisions finding her not eligible for benefit: the September 21, 2021 (reference 01) decision regarding employer The American Bottling Company, and the September 22, 2021 (reference 02) decision regarding this employer. Ms. Shannon filed an appeal online on June 27, 2022. The appeal was received on June 27, 2022.

REASONING AND CONCLUSIONS OF LAW:

For the reasons that follow, the administrative law judge concludes Ms. Shannon's appeal of the September 22, 2021 (reference 02) UI decision was not filed on time.

Iowa Code § 96.6(2) provides, in pertinent 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. *Franklin v. IDJS*, 277 N.W.2d 877, 881 (Iowa 1979). Compliance with appeal notice provisions is jurisdictional unless the facts of a case show that the notice was invalid. *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).

Ms. Shannon did not receive the September 22, 2022 (reference 02) UI decision by the October 4, 2021 deadline and, therefore, could not have filed an appeal by the appeal deadline. The notice provision of the decision was invalid. However, Ms. Shannon received the April 20, 2022 (reference 03) UI decision that told her she was overpaid \$147.00 and specifically provided that the reason for the overpayment was because she was not eligible for UI benefits because she voluntarily left employment with this employer. At that point, Ms. Shannon was on not that she was not eligible for UI benefits in connection with this employer. Furthermore, the IWD representative told Ms. Shannon about her appeal rights when she called IWD after she received the overpayment decision.

Ms. Shannon's delay in filing her appeal was not due to an error or misinformation from the Department or due to delay or other action of the United States Postal Service. No other good cause reason has been established for the delay in filing her appeal. Ms. Shannon's appeal of the September 22, 2021 (reference 02) UI decision was not filed on time and the administrative law judge lacks jurisdiction (authority) to decide the other issues in this matter.

DECISION:

Ms. Shannon's appeal of the September 22, 2021 (reference 02) UI decision was not filed on time. The September 22, 2021 (reference 02) UI decision is AFFIRMED.



Daniel Zeno
Administrative Law Judge

September 26, 2022
Decision Dated and Mailed

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APPEAL RIGHTS. If you disagree with this 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 adquiriera 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.