

IOWA EMPLOYMENT APPEAL BOARD

FALL RETENTION AND RECERTIFICATION ELECTION

2025

IOWA EMPLOYMENT APPEAL BOARD

Who?

Public employers and CEO's that have a contract expiring in June 2026.

What?

Recertification election.

“Do you want [name of CEO] to be retained and recertified
and continue to be your exclusive bargaining
representative?”

Why?

2. Retention and recertification elections.

a. The board shall conduct an election to retain and recertify the bargaining representative of a bargaining unit prior to the expiration of the bargaining unit's collective bargaining agreement.

Iowa Code 20.15(2)

When?

October 14, 2025, at 7:00 a.m.
to
October 28, 2025, at 9:00 a.m.

How?

1. Sign up for an account in suPERB
2. Sign up for an account and file an appearance in EDMS
3. Read notices and follow instructions
4. Ask for help, if needed

01

Sign up for suPERB

https://iowa-superb.iowa.gov/

Login

LOGIN

[Reset password](#)


[Resend email confirmation](#)

Searchable Database for
Contracts & Decisions

Send an email to
eab.elections@eab.iowa.gov

- ❑ Provide name of employer or CEO
- ❑ Provide bargaining unit numbers
- ❑ Your email address will be your username
- ❑ You will receive an email that will allow you to reset your password



 Bargaining Units

 Users

 Election Results

 Search Page

Bargaining Units


 Search

	Number	Unit	Employer	CEO	Type	Affiliation
VIEW	0063	Baxter Education Association	Baxter Community School District	Baxter Education Association	Teachers	ISEA

02

Sign up for EAB's EDMS

https://perb.iowa.gov/efiling/

**EAB** Iowa Employment Appeal Board

ELECTRONIC FILING

Welcome

powered by eFlex from Tybera

Welcome
eFiling

Welcome. You have reached the website for electronically filing disputes and documents with the Iowa Employment Appeal Board. You must have an account to use this service.

MANDATORY EFILING BEGINS JANUARY 1, 2015.

Pursuant to EAB administrative subrule 621--16.4(1), all documents in adjudicatory proceedings commenced on or after January 1, 2015, must be filed using this system, unless exempted by the exceptions listed in subrule 621--16.4(2).

If you have any questions, please call EAB at 515-281-3638.

At this time, the eFiling system is not set up to accept requests for impasse services or contracts.

Log In

Enter your User Name and Password.

User Name:

Password:

Log In

[Forgot Your Password?](#)

[Forgot Your User Name?](#)

Request Account

<https://perb.iowa.gov/efiling/>

User Agreement

In order to register for an account with EFlex, you must accept the terms of the user agreement as explained below. Failure to accept these terms will take you back to the login screen.

- ☐ I accept the terms of the user agreement
- ☒ I do not accept the terms of the user agreement

Cancel

Submit

<https://perb.iowa.gov/efiling/>

USER ROLES

Select your user role:

☐ Attorney

☐ Non-Filer

☐ Representative

☐ Self-Represented

<https://perb.iowa.gov/efiling/>

Select an Organization

Select the organization you belong to or type it in below:

☒ Existing ☐ New

▼

A-H-S-T-W COMMUNITY SCHOOL DISTRICT
A-H-S-T-W EDUCATION ASSOCIATION
ADAIR COUNTY
ADAIR-CASEY COMMUNITY SCHOOL DISTRICT
ADAIR-CASEY EDUCATION ASSOCIATION
ADAMS COUNTY
ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
ADEL-DESOTO-MINBURN EDUCATION ASSOCIATION
AFSCME IOWA COUNCIL 61
AFSCME LOCAL 1068
AFSCME LOCAL 1127
AFSCME LOCAL 1141
AFSCME LOCAL 1367
AFSCME LOCAL 1396
AFSCME LOCAL 1541
AFSCME LOCAL 1560
AFSCME LOCAL 1722
AFSCME LOCAL 1774
AFSCME LOCAL 1796

▲

Request a User Account

Organization Name: DES MOINES

User Name: * christine.louis

Your password must be at least 8 characters long, must contain a number, a symbol other than a character or number, and must be different from your user name.

Password: *

Confirm Password: *

Title:

First Name: *

Middle Name:

Last Name: *

Suffix Name:

Bar Number: * R4408

Pro Hac Vice attorneys: Please put your state as the 1st two digits of your bar number (e.g., VA001234).

Phone:

Fax:

E-Mail: *

Confirm E-Mail: *

1st Alternate E-Mail:

2nd Alternate E-Mail:

Address Line 1: *

Address Line 2:

Address Line 3:

City: *

State:

IOWA

When you log in, your home screen will look like this



EAB Iowa Employment Appeal Board

Home	eFile	Cases	My Profile	Admin	Log Out
------	-------	-------	------------	-------	---------

Home

New Case	File new case
Existing Cases	Perform case actions: eFile, Search, View History, Service List
My Filings	Check the status of my filings
Draft Filings	Finish filing an incomplete filing
Notifications	Review your Notifications
View Queues	List of entries in my queues
Approve/Deny User	Approve/Deny User Request

Every bargaining unit has its own “case” for elections

Case Number	BU-0001	Filing Party	Harrison County
Case Type	Recertification Election	Responding Party	AFSCME Iowa Council 61
Opened	01-02-2000	Hearing Officer	
Status	Open	Case Processor	
Show/Hide Participants			
File Date		Case History	
11-09-2020 08:14:35 AM PERB		Filed By: EAB Order of Decertification BU-0001 Harrison Co.AFSCME Sheriff Decert Order.pdf	
10-27-2020 12:09:32 PM PERB		Filed By: EAB Tally of Ballots BU-0001 Harrison Co AFS Sheriff.pdf	
09-16-2020 05:16:55 AM PERB		Filed By: EAB Notice of Election NOE.Harrison Co.AFSCME Iowa Council 61 SHERIFF.BU-0001.pdf	
08-27-2020 02:55:54 PM		Filed By: EAB Voter List EFILING Harrison Co.AFSCME Sheriff.BU-0001 Voter List.pdf	
08-26-2020 05:53:59 AM PERB		Filed By: EAB Notice of Intent to Conduct an Election NOI.Harrison Co.AFSCME Iowa Council 61 SHERIFF.BU-0001.pdf	
08-26-2020 05:53:59 AM PERB		Filed By: EAB Notice to Employees NTE.Harrison Co.AFSCME Council 61 Sheriff.BU-0001.pdf	
04-18-2019 10:16:29 AM Responding Party		Filed By: Julie ABEL Notice of Appearance (without a document) Notice of Appearance (without a document)	
		Filed By: EAB	

In order to see the case filings, you must file an appearance under your bargaining unit case number



EAB Iowa Employment Appeal Board

Home eFile Cases My Profile Admin Log Out

Home

New Case	File new case
Existing Cases	Perform case actions: eFile, Search, View History, Service List
My Filings	Check the status of my filings
Draft Filings	Finish filing an incomplete filing
Notifications	Review your Notifications
View Queues	List of entries in my queues
Approve/Deny User	Approve/Deny User Request

File an appearance under your bargaining unit case number

Cases

Court: IOWA EMPLOYMENT APPEAL BOARD

Case Number
BU-0000

Ex: 070900001

[eFile](#) [History](#) [Service List](#)

[Search Cases](#)

File an appearance under your bargaining unit case number

Document Type * **Notice of Appearance (without a document)** ▼

Additional Text

☐ Sealed ☐ Confidential ☐ Associate to Previous Filing

Page Count

Acceptable File Format Type(s) (*.pdf)

Document Location No file chosen

Add to Submission

Document Name	View Document	Edit Data	Size	Pg Count	Remove
---------------	---------------	-----------	------	----------	--------

File an appearance under your bargaining unit case number

For	Participant Name	Current Role	Attorney(s) for Party
<input type="checkbox"/>	DES MOINES EDUCATION ASSOCIATION	Filing Party	Knutson
<input type="checkbox"/>	DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT	Responding Party	

[Back](#) [Next](#)

Cases

Court: IOWA EMPLOYMENT APPEAL BOARD

Case Number

BU-0001

eFile

History

Service List

Ex: 070900001

Search Cases

Case Number	BU-0001	Filing Party	Harrison County
Case Type	Recertification Election	Responding Party	AFSCME Iowa Council 61
Opened	01-02-2000	Hearing Officer	
Status	Open	Case Processor	

Show/Hide Participants

File Date	Case History
11-09-2020 08:14:35 AM PERB	Filed By: EAB Order of Decertification BU-0001 Harrison Co.AFSCME Sheriff Decert Order.pdf
10-27-2020 12:09:32 PM PERB	Filed By: EAB Tally of Ballots BU-0001 Harrison Co AFS Sheriff.pdf
09-16-2020 05:16:55 AM PERB	Filed By: EAB Notice of Election NOE.Harrison Co.AFSCME Iowa Council 61 SHERIFF.BU-0001.pdf
08-27-2020 02:55:54 PM	Filed By: EAB Voter List EFILING Harrison Co.AFSCME Sheriff.BU-0001 Voter List.pdf
08-26-2020 05:53:59 AM PERB	Filed By: EAB Notice of Intent to Conduct an Election NOI.Harrison Co.AFSCME Iowa Council 61 SHERIFF.BU-0001.pdf
08-26-2020 05:53:59 AM PERB	Filed By: EAB Notice to Employees NTE.Harrison Co.AFSCME Council 61 Sheriff.BU-0001.pdf
04-18-2019 10:16:29 AM Responding Party	Filed By: Julie ABEL Notice of Appearance (without a document) Notice of Appearance (without a document)
	Filed By: EAB

You will get email notices when documents are filed

***** IMPORTANT NOTICE - READ THIS INFORMATION *****

NOTICE OF ELECTRONIC FILING OR PRESENTATION [NEF]

A filing has been submitted to the court RE: 07821 CVCV302021

Judge:

Official File Stamp: 03/17/2025 09:35 AM

Court: SCOTT

Case Title: VILLAFANA RAMON VS DOHRN TRANSFER COMPANY LLCY

Document(s) Submitted: OFJU-ORDER FOR JUDGMENT COURT DENIES PETITIONERS PETITION FOR JUDICIAL REVIEW

Filed by or in behalf of: MARK CLEVE

You may review this filing by clicking on the following link to take you to your [cases](#).

This notice was automatically generated by the courts auto-notification system.

03

2025 Pre-Election Schedule

Employer's Objectives

1. File accurate voter list
2. Distribute voting instructions to employees

CEO's Objectives

1. Approve accurate voter list
2. Pay Election Fee

Date	Event
August 1	Employers can begin uploading a voter list.
August 15	EAB files the Notice of Intent to conduct an election.
August 18	Requests for contract extensions are due.
August 25	Last day for Employers to upload the voter list.
August 26	EAB issues notice for show cause hearings.
August 28	Employer Show Cause Hearings
September 2	Last day for the CEO to approve the voter list.
September 3	EAB issues notice for show cause hearings.
September 4	CEO Show Cause Hearings
September 9	EAB issues Notice of Election Fees.
September 19	Final day for the CEO to pay the election fee. Final day for the parties to finalize the voter list.

August 1

Employers can upload voter list in suPERB






Steps to upload voter list in suPERB


1. Sign up for an account in suPERB
2. Log in to your account in suPERB
3. Click Bargaining Unit in the left navigation panel
4. Click "VIEW" button next to your bargaining unit
5. Click "Employee List" tab
6. Click "DOWNLOAD TEMPLATE"
7. Complete template
8. Click "UPLOAD EMPLOYEE LIST"
9. Email the CEO stating you uploaded the list


August 1


Employers can begin uploading voter list in suPERB




 Bargaining Units

 Users

 Election Results

 Search Page



Bargaining Units


 Search


	Number	Unit	Employer	CEO	Type	Affiliation
VIEW	0063	Baxter Education Association	Baxter Community School District	Baxter Education Association	Teachers	ISEA


August 1


Employers can begin uploading voter list in suPERB




 Bargaining Units

 Users

 Election Results

 Search Page

Bargaining Units

 Search

Number	Unit	Employer	CEO	Type	Affiliation
VIEW 0063	Baxter Education Association	Baxter Community School District	Baxter Education Association	Teachers	ISEA

August 1

Employers can begin uploading voter list in suPERB

Baxter Education Association

BU-Number: 0063 **Employer:** Baxter Community School District **CEO:** Baxter Education Association

[DETAILS](#)

[CONTRACTS](#)

[FILE IMPORTS](#)

[EMPLOYEE LIST](#)

[IMPASSE](#)

Bargaining Unit Type: Teachers

Represented Employees: 41

Mediator Name: Jim Tuecke

Certify Date: 09/20/1976

Revocation Date:

Recertify Date: 11/13/2023

Employee Reps: Rick Moore, Kathleen Crouse

Employer Reps: Miriam Van Heukelem,
Danielle HAINDFIELD, Julie McWhirter,
Mickolyn CLAPPER

Bargaining Reps: Rick Moore

Included: All certificated personnel and school nurse

Excluded: All non-certificated personnel (bus drivers, cooks, janitors, para-professionals) and all employees excluded by Section 4 of the Act

August 1

Employers can begin uploading voter list in suPERB

Baxter Education Association

BU-Number: 0063 Employer: Baxter Community School District CEO: Baxter Education Association

DETAILS

CONTRACTS

FILE IMPORTS

EMPLOYEE LIST

IMPASSE

Current Election: 10/14/2025 Final Edits By: 09/19/2025 Final Approvals By: 09/02/2025

Q Search

UPLOAD EMPLOYEE LIST

DOWNLOAD TEMPLATE

Year ↓	Employer Approval Date	CEO Approval Date	Employer Approved	CEO Approved	Total Employees	Last Updated By	Last Updated
No matching records found							

Rows per page: 25 0-0 of 0 |< < > >|

Employers can begin uploading voter list in suPERB

[illegible]

Who should be included in the list?

Anyone in the bargaining unit who is employed on September 19, when the list must be finalized. If anyone separates from employment prior to the end of the election on October 28, the employer must let the EAB know.

August 1

Employers can begin uploading voter list in suPERB

Baxter Education Association

[BACK](#)

BU-Number: 0063 **Employer:** Baxter Community School District **CEO:** Baxter Education Association

[DETAILS](#)[CONTRACTS](#)[FILE IMPORTS](#)[EMPLOYEE LIST](#)[IMPASSE](#)

Current Election: 10/14/2025

Final Edits By: 09/19/2025

Final Approvals By: 09/01/2025

[UPLOAD EMPLOYEE LIST](#)[DOWNLOAD TEMPLATE](#)

Year ↓

Employer Approval Date

CEO Approval Date

Employer Approved

CEO Approved

Total Employees

Last Updated By

Last Updated

No matching records found

Rows per page: 25 0-0 of 0 |< < > >|

TOP 5 MISTAKES

1. Employers don't use the template
2. Employers change the headers in the template
3. Employers don't complete the required fields in the template
4. Employers put first and last names in wrong column
5. Last four digits of SSN or DOB are incorrect

August 25

Last Day for Employer to Upload Employee List

What happens if I don't upload the list?



- ❑ In Person Show Cause Hearing
- ❑ Automatic Recertification
- ❑ Reported to the Governor & Legislature
- ❑ Proposed legislation

Next Step: CEO Reviews Voter List



Iowa Employment Appeal Board

Wesley,

The employee list uploaded for the election from Tuesday, March 18, 2025 to Tuesday, April 1, 2025 for BU-0910 CWA #7172 (Sheriff) has been approved by Kossuth County and is now ready for review. Please log into suPERB and review the employee list.

Please do not respond to this message. Replies to this message are routed to an unmonitored mailbox. If you need assistance, or if you feel you've received this message in error, please contact EAB staff at (515) 281-3638 or eab.elections@eab.iowa.gov.

Steps for CEO to Review Voter List

1. Sign up for an account in suPERB
2. Log in to your account in suPERB
3. Click Bargaining Unit in the left navigation panel
4. Click "VIEW" button next to your bargaining unit
5. Click "Employee List" tab
6. Click "VIEW"
7. Click "BACK"
8. Either click "APPROVE" or "DENY"
9. If you click "DENY," you can enter a note.

DETAILS		CONTRACTS		FILE IMPORTS		EMPLOYEE LIST		IMPASSE		
Current Election: 10/14/2025		Final Edits By: 09/19/2025		Final Approvals By: 09/01/2025						
<div><div><div></div></div><div>Search</div></div>										
Year ↓	Employer Approval Date	CEO Approval Date	Employer Approved	CEO Approved	Total Employees	Last Updated By	Last Updated			
2025	Wednesday, May 28, 2025		<div>✔</div>	<div>✖</div>	1	Louis, Chris	Wednesday, May 28, 2025	<div>APPROVE</div>	<div>DENY</div>	<div>VIEW</div>

Employer Approved	CEO Approved
✔	✖

<a>APPROVE <a>DENY <a>VIEW
--

Notes

New Note

Employee A is missing from the list. |

* Please enter a denial reason to deny employee list.

ADD NOTE

CLEAR


CANCEL

September 2

Last Day for CEO to approve voter list

September 19

Voter list must be finalized

<div>UPLOAD EMPLOYEE LIST</div> <div>DOWNLOAD TEMPLATE</div> <div>DENIAL REASON </div>			
Last Updated By	Last Updated		
Louis, Chris	Wednesday, May 28, 2025	APPROVE	VIEW
Rows per page: 25 ▼ 1-1 of 1 < < > >			

September 19

Voter list must be finalized

ADD EMPLOYEE

DOWNLOAD

EXPORT

RESET

Personal
Email

▼

Flagged ▼ ▼

chris@gmail.com

📄

EDIT

DELETE

rows per page: 25 ▼

1-1 of 1

|<

<

>

>|

September 19

Voter list must be finalized

September 19

Voter list must be finalized and Election Fee is due

- \$2 per voter
- Minimum \$20
- Check made out to the EAB
- Mailed or hand delivered to 6200 Park Avenue, Des Moines IA

**You can request an extension – so
please contact us BEFORE the
deadline!**

**The consequence for not timely
paying the election fee is
decertification!**

04

Read the Notices on EDMS

August 15

EAB will file a Notice of Intent to Conduct Election

Log in to EDMS and read this document. It will have:

- Instructions for Employers
- Instructions for Employee Organizations
- Election Fee Schedule
- Voting Schedule
- Description of Bargaining Unit

September 22

EAB files Order for Election AND Notice of Election

- Post the instructions in areas where you normally communicate to employees
- If you have a way to email the instructions to your employees, please do so!
- There is no ballot being mailed to your employees–this is their only way of finding out how to vote!

Last Year's Instructions

(the toll free number changes every year)

To Vote by Phone:

1. Call 855-443-5889 toll-free.
2. Be prepared to provide your birth date (MM/DD/YYYY) and the last four digits of your Social Security number.
3. Follow the instructions provided to you on the phone.
4. You will be asked, "Do you want Belmond-Klemme Educational Services Association to be retained and recertified and continue to be your exclusive bargaining representative?"
5. After you vote, you will be asked to confirm your choice for your vote to be counted. You **MUST CONFIRM** your choice for your vote to be counted.

To Vote by Internet:

1. Go to <https://vote.yeselections.com/iaperb/>.
2. Be prepared to provide your birth date (MM/DD/YYYY) and the last four digits of your Social Security number.
3. Follow the instructions provided to you.
4. You will be asked, "Do you want Belmond-Klemme Educational Services Association to be retained and recertified and continue to be your exclusive bargaining representative?" Select either "Yes" or "No". Then submit your selection.
5. After you vote, you will be asked to confirm your choice for your vote to be counted. You **MUST CONFIRM** your choice for your vote to be counted.

05

Election

OCTOBER 14
7:00 A.M.
VOTING BEGINS

Amount of voters from
each Bargaining Unit will
be posted on EAB website

OCTOBER 28
9:00 A.M.
VOTING ENDS



**Majority of the Bargaining Unit, NOT the majority of voters.
A failure to vote is a "no" vote.

06

Election Results

- Election Results will be posted on the EAB website
- Ballot tallies will be filed in EDMS
- Parties have 10 days to file an objection to the election
- Objections must be filed in EDMS under Bargaining Unit Number
- If no objections, Order of Certification will be filed

Questions?