

## **WORKFORCE DEVELOPMENT BOARD, STATE[877]**

[Prior to 9/24/86, see Employment Security[370], renamed Job Service Division[345]  
under the “umbrella” of Department of Employment Services by 1986 Iowa Acts, chapter 1245]  
[Prior to 3/12/97, see Job Service Division[345]]

### **CHAPTER 1**

#### **WORKFORCE DEVELOPMENT BOARD**

- 1.1(84A) Records
- 1.2(84A) Coordination with the department of corrections on private sector employment projects
- 1.3(84A) Coordination with the department of corrections on construction and maintenance projects



CHAPTER 1  
WORKFORCE DEVELOPMENT BOARD

Chapter rescission date pursuant to Iowa Code section 17A.7: 2/11/31

**877—1.1(84A) Records.** Agendas, minutes, and materials presented to the board are available from Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319, except those records concerning closed sessions that are exempt from disclosure under Iowa Code section 21.5(5) or that are otherwise confidential by law. Board records contain information about persons who participate in meetings. This information is collected pursuant to Iowa Code sections 21.3 and 96.11(6). These records are not stored in an automated data processing system and may not be retrieved by a personal identifier.

[ARC 9966C, IAB 1/7/26, effective 2/11/26]

**877—1.2(84A) Coordination with the department of corrections on private sector employment projects.** To assist the department of corrections with programs that employ offenders in the private sector, the department of workforce development shall be responsible for coordinating the following process:

**1.2(1)** Prior to an employer's submission of an application to the department of corrections for a private sector employment project, the employer shall place with the nearest workforce development center a job order with a duration of at least 30 days. The job order shall be listed statewide in all centers and on the department of workforce development's jobs Internet site.

**1.2(2)** The department of corrections shall send a letter requesting verification of the employer's 30-day job listing, the average wage rate for the job(s) the offenders will perform, the current unemployment rate in the county where the employer is located, and the current employment level of the company that will employ the offenders. The letter should be sent to Division Administrator, Labor Market Information, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319.

**1.2(3)** The department of workforce development shall verify in writing the job listing, including the number of qualified applicant referrals and hires made as a result of the job order, the average entry-level wage rate for the proposed job(s), the entry-level wage range, the current unemployment rate for the county where the employer is located, and the current employment levels of the company that will employ the offenders based upon the most recent quarter for which data is available. The average wage rate and wage range will be based on the appropriate geographic area for which occupational wage information is available. The appropriate geographic area may be statewide.

**1.2(4)** Average entry-level wage rates and entry-level wage ranges for jobs currently held by offenders and employment levels of companies employing offenders shall be updated by the department of workforce development annually upon the department of corrections' sending a letter listing all current companies employing offenders and the offenders' job classifications to Division Administrator, Labor Market Information, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319.

**1.2(5)** The department of workforce development shall provide a periodic report to the state workforce development board regarding information supplied to the department of corrections for private sector employment projects. Frequency of the report will depend upon the level of activity.

**1.2(6)** Inquiries concerning private sector employment projects shall be in writing and address the following questions:

- a. Whether and how the project is believed to violate the intent of Iowa Code section 904.809;
- b. Evidence of a local surplus of labor in the job classifications of the type in which offenders are employed; and
- c. Whether private sector employees or employees involved in a labor dispute have been displaced as a result of the project.

Inquiries shall be sent to the Executive Assistant of the State Workforce Development Board, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319. A copy of the inquiry shall be sent to the department of corrections. The director of the department shall consult with the director of prison industries concerning the inquiry prior to the workforce development board's making a final recommendation regarding possible corrective action.

The state workforce development board shall review the inquiry and any additional responses or oral testimony requested by the board and make a recommendation as to whether the intent of Iowa Code section 904.809 has or has not been met and whether corrective action, if any, needs to be taken by the department of corrections to meet the intent. At the discretion of the board, oral presentations may be requested from the party(ies) to the inquiry. The board shall make a final recommendation within 60 days of receipt of the inquiry. The board's final recommendation shall be mailed to both the department of corrections and the party(ies) making the inquiry.

[ARC 9966C, IAB 1/7/26, effective 2/11/26]

**877—1.3(84A) Coordination with the department of corrections on construction and maintenance projects.** To assist the department of corrections with the employment of offenders on construction and maintenance projects, the department of workforce development shall be responsible for coordinating the following process:

**1.3(1)** Prior to an employer's submitting an application to the department of corrections for employing offenders on a construction or maintenance project, the employer shall place with the nearest workforce development center a job order with a duration of at least 30 days. The job order shall be listed statewide in all centers and on the department of workforce development's jobs Internet site.

**1.3(2)** The department of corrections shall send a letter requesting verification of the employer's 30-day job listing, the average wage rate for the job(s) the offenders will perform, the current unemployment rate in the county where the employer is located, and the current employment level of the company that will employ the offenders. The letter should be sent to Division Administrator, Labor Market Information, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319.

**1.3(3)** The department of workforce development shall verify in writing the job listing, including the number of qualified applicant referrals and hires made as a result of the job order, the average entry-level wage rate for the proposed job(s), the entry-level wage range, the prevailing wage as determined by the U.S. Department of Labor, the current unemployment rate for the county where the employer is located, and the current employment levels of the company that will employ the offenders based upon the most recent quarter for which data is available. The average entry-level wage rate and entry-level wage range will be based on the appropriate geographic area for which occupational wage information is available. The appropriate geographic area may be statewide.

**1.3(4)** If the contract to employ offender labor exceeds six months, the department of corrections shall request and receive from the department of workforce development the average wage rates and wage ranges for jobs currently held by offenders and current employment levels of companies employing offenders. The letter should be addressed to Division Administrator, Labor Market Information, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319.

**1.3(5)** Inquiries concerning construction and maintenance projects performed by offenders may be made by area workers, or their representatives, that are affected by a project. Inquiries shall be in writing and address the following questions:

*a.* Whether and how the project is believed to violate the intent of Iowa Code sections 904.701 and 904.703;

*b.* Evidence of a local surplus of labor in the job classifications of the type in which offenders are employed;

*c.* Whether private sector employees or state, county or local government employees or employees involved in a labor dispute have been displaced as a result of the project; and

*d.* Whether existing contracts for employment or services have been impaired.

Inquiries shall be sent to Division Administrator, Labor Market Information, Iowa Workforce Development, 1000 East Grand Avenue, Des Moines, Iowa 50319. A copy of the inquiry shall be sent to the department of corrections. The director of the department shall consult with the director of the department of corrections and the affected regional advisory board concerning the inquiry prior to the workforce development board's making a final recommendation regarding possible corrective action.

The state workforce development board shall review the inquiry and any additional responses or oral testimony requested and make a recommendation as to whether the intent of Iowa Code sections 904.701 and 904.703 has or has not been met and whether corrective action, if any, needs to be taken by the

department of corrections to meet the intent. At the discretion of the board, oral presentations may be requested from the party(ies) to the inquiry. The board shall make a final recommendation within 60 days of receipt of the inquiry. The board's final recommendation shall be mailed to both the department of corrections and the party(ies) making the inquiry.

[ARC 9966C, IAB 1/7/26, effective 2/11/26]

These rules are intended to implement Iowa Code sections 84A.1A and 84A.1B.

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[Editorial change: IAC Supplement 5/14/25]

[Filed ARC 9966C (Notice ARC 9378C, IAB 6/25/25), IAB 1/7/26, effective 2/11/26]



CHAPTER 2

MISSION AND STRUCTURE

Transferred to 871—Chapter 50, IAC Supplement 5/14/25

CHAPTER 3

Reserved

CHAPTER 4

COORDINATING SERVICE PROVIDER

Transferred to 871—Chapter 51, IAC Supplement 5/14/25

CHAPTER 5

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CHAPTER 6

REGIONAL ADVISORY BOARDS

Transferred to 871—Chapter 52, IAC Supplement 5/14/25

CHAPTER 7

IOWA WORKFORCE INVESTMENT ACT PROGRAM

Transferred to 871—Chapter 53, IAC Supplement 5/14/25

CHAPTER 8

PLACEMENT

[Prior to 9/24/86, see 370—Ch 7]

[Prior to 3/12/97, see 345—Ch 7]

Transferred to 871—Chapter 54, IAC Supplement 5/14/25

CHAPTER 9

LABOR-MANAGEMENT COOPERATION PROGRAM

[Prior to 7/17/96, see 261—Ch 10]

[Prior to 3/12/97, see 345—Ch 11]

Transferred to 871—Chapter 55, IAC Supplement 5/14/25

CHAPTER 10

YOUTH AFFAIRS

[Prior to 3/12/97, see 345—Ch 12]

Transferred to 871—Chapter 56, IAC Supplement 5/14/25

CHAPTER 11

WORK FORCE INVESTMENT PROGRAM

[Prior to 7/17/96, see 261—Ch 18]

[Prior to 3/12/97, see 345—Ch 13]

Transferred to 871—Chapter 57, IAC Supplement 5/14/25

CHAPTER 12

IOWA JOB TRAINING PARTNERSHIP PROGRAM

[Prior to 1/14/87, Planning and Programming 630—Chapter 19]

[Prior to 7/17/96, see Iowa Department of Economic Development, 261—Chapter 19]

[Prior to 2/25/98, see Job Service Division[345] Ch 14]

Transferred to 871—Chapter 58, IAC Supplement 5/14/25

CHAPTER 13  
MENTOR ADVISORY BOARD

[Prior to 7/17/96, see 435—Ch 6]

[Prior to 3/12/97, see 345—Ch 15]

Transferred to 871—Chapter 59, IAC Supplement 5/14/25

CHAPTER 14  
IOWA WELFARE-TO-WORK PROGRAM

Transferred to 871—Chapter 60, IAC Supplement 5/14/25

CHAPTER 15  
STRATEGIC WORKFORCE DEVELOPMENT FUND

Transferred to 871—Chapter 61, IAC Supplement 5/14/25

CHAPTER 16  
IOWA INDUSTRIAL NEW JOBS TRAINING PROGRAM

[Prior to 1/14/87; Iowa Development Commission[520] Ch 5]

[Prior to 10/18/23, see Economic Development Authority[261] Ch 5]

Transferred to 871—Chapter 62, IAC Supplement 5/14/25

CHAPTER 17  
IOWA JOBS TRAINING PROGRAM

[Prior to 1/14/87 Iowa Development Commission(520), Ch 7]

[Prior to 7/8/92, see 261—Chs 6 and 7]

[Prior to 10/18/23, see Economic Development Authority[261] Ch 7]

Transferred to 871—Chapter 63, IAC Supplement 5/14/25

CHAPTER 18  
WORKFORCE DEVELOPMENT FUND

[Prior to 9/6/00, see 261—Ch 75]

[Prior to 10/18/23, see Economic Development Authority[261] Ch 8]

Transferred to 871—Chapter 64, IAC Supplement 5/14/25

CHAPTER 19  
APPRENTICESHIP TRAINING PROGRAM

[Prior to 10/18/23, see Economic Development Authority[261] Ch 12]

Transferred to 871—Chapter 65, IAC Supplement 5/14/25

CHAPTER 20  
FUTURE READY IOWA REGISTERED APPRENTICESHIP DEVELOPMENT FUND

[Prior to 10/18/23, see Economic Development Authority[261] Ch 13]

Transferred to 871—Chapter 66, IAC Supplement 5/14/25

CHAPTER 21  
FUTURE READY IOWA EXPANDED REGISTERED  
APPRENTICESHIP OPPORTUNITIES PROGRAM

[Prior to 10/18/23, see Economic Development Authority[261] Ch 14]

Transferred to 871—Chapter 67, IAC Supplement 5/14/25

CHAPTER 22  
ACCELERATED CAREER EDUCATION (ACE) PROGRAM

[Prior to 11/1/23, see Economic Development Authority[261] Ch 20]

Transferred to 871—Chapter 68, IAC Supplement 5/14/25

CHAPTER 23  
INNOVATIVE BUSINESSES INTERNSHIP PROGRAM  
[Prior to 11/1/23, see Economic Development Authority[261] Ch 104]  
Transferred to 871—Chapter 69, IAC Supplement 5/14/25

CHAPTER 24  
VOTER REGISTRATION  
[Prior to 5/21/97, see 345—1.3(96)]  
Transferred to 871—Chapter 70, IAC Supplement 5/14/25

CHAPTER 25  
PUBLIC RECORDS AND  
FAIR INFORMATION PRACTICES  
Transferred to 871—Chapter 71, IAC Supplement 5/14/25

CHAPTER 26  
PETITIONS  
[Prior to 6/10/92, see 345—6.5(96) and 6.8(96)]  
[Prior to 5/21/97, see Job Service[345] Ch 9]  
Transferred to 871—Chapter 72, IAC Supplement 5/14/25

CHAPTER 27  
Reserved

CHAPTER 28  
FORMS AND INFORMATIONAL MATERIALS  
[Prior to 9/24/86, Employment Security[370] Ch 10]  
[Prior to 5/21/97, see Job Service[345] Ch 10]  
Transferred to 871—Chapter 73, IAC Supplement 5/14/25

CHAPTER 29  
IOWA OFFICE OF APPRENTICESHIP  
Transferred to 871—Chapter 74, IAC Supplement 5/14/25

CHAPTER 30  
STEM INTERNSHIP PROGRAM  
[Prior to 11/1/23, see Economic Development Authority[261] Ch 110]  
Transferred to 871—Chapter 75, IAC Supplement 5/14/25

CHAPTER 31  
STATEWIDE WORK-BASED LEARNING INTERMEDIARY NETWORK  
[Prior to 8/23/23, see Education Department[281] Ch 48, Division I]  
Rescinded **ARC 7631C**, IAB 2/7/24, effective 3/13/24

CHAPTER 32  
ADULT EDUCATION AND LITERACY PROGRAMS  
[Prior to 9/7/88, see Public Instruction Department[670] Ch 34]  
[Prior to 8/23/23, see Education Department[281] Ch 23]  
Transferred to 871—Chapter 76, IAC Supplement 5/14/25

CHAPTER 33

IOWA VOCATIONAL REHABILITATION SERVICES

[Prior to 9/7/88, see Public Instruction Department[670] Ch 35]

[Prior to 8/23/23, see Education Department[281] Ch 56]

Transferred to 871—Chapter 77, IAC Supplement 5/14/25

CHAPTER 34

EMPLOYMENT AGENCY LICENSING

[Prior to 9/24/86, Employment Agency Licensing Commissioner[350] Chs 1 to 10]

[Prior to 10/21/98, see 347—Ch 38]

[Prior to 6/26/24, see Labor Services Division[875] Ch 38]

Transferred to 871—Chapter 78, IAC Supplement 5/14/25