

IOWA PUBLIC INFORMATION BOARD

MEMBERS

Joan Corbin, Pella (Government Representative, 2024-2028)
E. J. Giovannetti, Urbandale (Public Representative, 2022-2026)
Barry Lindahl, Dubuque (Government Representative, 2024-2028)
Catherine Lucas, Johnston (Government Representative, 2024-2028)
Luke Martz, Ames (Public Representative, 2024-2028)
Joel McCrea, Pleasant Hill (Media Representative, 2022-2026)
Monica McHugh, Zwingle (Public Representative, 2022-2026)
Jackie Schmillen, Urbandale (Media Representative, 2022-2026)
Vacant

STAFF

Charlotte Miller, Executive Director
Charissa Flege, Deputy Director
Alexander Lee, Agency Counsel

Use the following link to watch the IPIB meeting live:

<https://youtube.com/@IowaPublicInformationBoard>

Note: If you wish to make public comment to the Board, please send an email to IPIB@iowa.gov prior to the meeting.

Agenda

November 20, 2025, 1:00 p.m.

Conference Room

Jessie Parker Building, East

510 East 12th Street, Des Moines

1:00 PM – IPIB Meeting

- I. Approval of agenda***
- II. Approval of the October 16, 2025 minutes ***
- III. Public Forum** (5-minute limit per speaker)
- IV. Comments from the board chair.** (Lucas)
- V. Potential Closed Session under Iowa Code § 21.5(1)(c).** To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
- VI. Cases involving Board Deliberation/Action.*** (Miller)
 1. 25FC:0022 (Steve St. Clair - Chapter 22- The Winneshiek County Board of Supervisors and the City of Ossian.) 2/17/2025 - Board Acceptance of IR

2. 25FC:0069 (Cassie Rochholz - Chapter 21- City of Solon) 6/4/2025 - Investigative Report Draft Order
3. 25FC:0073 (Justin Scott - Chapter 21- Denver Community School District) 6/12/2025 -Informal Resolution IR Agreed to by Parties
4. 25FC:0091 (Andy Hallman - Chapter 22- City of Washington) 7/10/2025 - Investigative Report Draft Order
5. 25FC:0112 (Robert Alvarez - Chapter 22- University of Iowa) 8/20/2025 - Investigative Report Draft Order
6. 25FC:0113 (Mariah Oliver - Chapter 21- Paullina City Council) 8/22/2025 - Investigative Report Draft Order
7. 25FC:0130 (Kellen Garfield - Chapter 22- City of Iowa City) 9/16/2025 - Investigative Report Draft Order
8. 25FC:0139 (Ronald May - Chapter 22- Iowa Board of Parole) 9/26/2025 - Investigative Report Draft Order

VII. Staff Questions and Request for Guidance.

1. Request for guidance on the Boards recommendation for provider's use of pre-recorded trainings for HF 706 training requirements and certification.

VIII. Consent Agenda *

1. Dismissals

1. Dismiss 25FC:0118 (Paullina Resident - Both- Paullina City Council) 8/27/2025 - Draft Order
2. Dismiss 25FC:0147 (Jacquelynn Zugg - Chapter 21- City of Centerville) 10/6/2025 – Draft Order
3. Dismiss 25FC:0156 (Raymond White - Chapter 21- Pleasant Grove Township) 11/13/2025 - Accept/Dismiss
4. Dismiss 25FC:0163 (Curtis Rickets - Public Records Law- Winterset Iowa Attorney) 10/27/2025 - Complaint Opened/Acknowledged
5. Dismiss 25FC:0172 (Heather Nejedly - Chapter 22- City of Pisga) 11/2/2025 - Accept/Dismiss
6. Dismiss 25FC:0173 (Todd Noah - Chapter 22- City of Pisgah) 11/3/2025 - Accept/Dismiss

b. Acceptance

1. Accept 25FC:0107 (Christopher Wyant - Chapter 21- Mayor, city clerk and 2 council members) 8/14/2025 -Withdrawn Resolved/Withdrawn
2. Accept 25FC:0117 (Gary Clear - Chapter 21- East Union Community School District Board of Education) 8/27/2025 - Information Gathering/IR Process
3. Accept 25FC:0123 (Jack Elder - Chapter 22- City of Lake City, Iowa) 9/9/2025 - Complaint Opened/Acknowledged
4. Accept 25FC:0124 (Jack Elder - Chapter 22- City of Lake City, Iowa) 9/9/2025 - Information Gathering/IR Process
5. Accept 25FC:0126 (Don McGregor - Chapter 22- Kossuth County Board of Supervisors) 9/11/2025 - Information Gathering/IR Process

6. Accept 25FC:0127 (Vince Johnson - Chapter 22- Kossuth County board of supervisors and trustees of Drainage district DD4) 9/11/2025 - Information Gathering/IR Process
7. Accept 25FC:0130 (Kellen Garfield - Chapter 22- City of Iowa City) 9/16/2025 - Information Gathering/IR Process
8. Accept 25FC:0138 (Carlton Beers - Chapter 22- City Council of Pisgah and Todd Noah/Admin of Pisgah) 9/24/2025 - Accept/Dismiss
9. Accept 25FC:0141 (Eulando Hayes - Chapter 22- Black Hawk County Attorney's Office) 9/25/2025 - Accept/Dismiss
10. Accept 25FC:0142 (Eulando Hayes - Chapter 22- Waterloo Police Department) 9/25/2025 - Accept/Dismiss
11. Accept 25FC:0143 (Brandon Talsma - Chapter 21- Jasper County Conservation) 10/1/2025 - Information Gathering/IR Process
12. Accept 25FC:0152 (Justin Williams - Chapter 22- Atlantic Community School District) 10/12/2025 - Information Gathering/IR Process
13. Accept 25FC:0153 (Michael Merritt - Chapter 22- Iowa Attorney General's Office) 10/16/2025 - Information Gathering/IR Process
14. Accept 25FC:0154 (Iowa Pulse - Chapter 22- Des Moines Public Schools (DMPS)) 10/17/2025 - Information Gathering/IR Process
15. Accept 25FC:0155 (Paullina Resident - Chapter 21- Paullina City Council Paullina Personnel Board) 10/20/2025 - Information Gathering/IR Process
16. Accept 25FC:0161 (Melissa Smith - Chapter 21- Hamburg city hall) 10/23/2025 - Accept/Dismiss
17. Accept 25FC:0162 (Wendy Frost - Chapter 22- County Supervisor) 10/24/2025 - Information Gathering/IR Process
18. Accept 25FC:0166 (James Possehl - Chapter 21- City of Parnell - city council) 10/27/2025 - Information Gathering/IR Process
19. Accept 25FC:0167 (Jacob Hall - Chapter 22- City of Storm Lake) 10/28/2025 - Accept/Dismiss
20. Accept 25FC:0171 (David Kakavand Kordi - Chapter 22- University of Iowa Office of Transparency 351 Plaza Centre One Iowa City, IA 52242) 10/30/2025 - Complaint Opened/Acknowledged
21. Accept 25FC:0159 (Ashley Richards - Chapter 22- North Liberty Police Department Records Division) 10/31/2025 - Accept/Dismiss
22. Accept 25FC:0169 (Dale Alison - Chapter 21- Des Moines County Board of Supervisors) 11/4/2025 - Information Gathering/IR Process
23. Accept 25FC:0174 (Lance Miller - Chapter 21- City of Marion Iowa) 11/4/2025 - Complaint Opened/Acknowledged
24. Accept 25FC:0176 (Mikayla Simpson - Chapter 22- Madison County Board of Supervisors) 11/6/2025 - Information Gathering/IR Process

IX. Matters Withdrawn, No Action Necessary. (Miller)

1. 25FC:0097 (EyesOffCR - Chapter 22- City of Storm Lake) 7/21/2025 - Withdrawn Resolved/Withdrawn
2. 25FC:0103 (Charlie Comfort - Chapter 22- Oskaloosa School District) 8/13/2025 -Withdrawn Resolved/Withdrawn
3. 25FC:0107 (Christopher Wyant - Chapter 21- Mayor, city clerk and 2 council members) 8/14/2025 -Withdrawn Resolved/Withdrawn
4. 25FC:0149 (Christopher Wyant - Chapter 22- Lewis, IA cass county) 9/23/2025 - Withdrawn Resolved/Withdrawn
5. 25FC:0140 (Sam McIntire - Chapter 21- City of Fontanelle) 9/26/2025 - Withdrawn Resolved/Withdrawn
6. 25FC:0145 (Jazmin Morrison - Both- Pleasantville Public Library) 10/2/2025 - Withdrawn Resolved/Withdrawn
7. 25FC:0146 (Matthew Rollinger - Chapter 22- Iowa Department of Education) 10/2/2025 -Withdrawn Resolved/Withdrawn
8. 25FC:0177 (Michael Ayele (a.k.a) W - Chapter 22- AOL, Bing/MSN, Google, Yahoo) 11/6/2025 -Withdrawn Resolved/Withdrawn
9. 25FC:0170 (Mike Jones - Chapter 22- City of Mystic Lake) 11/7/2025 - Withdrawn Resolved/Withdrawn

X. Pending Complaints. Informational Only (Miller)

- 1.24FC:0092 (Aubrey Burress - Both- Pleasant Grove township) 10/21/2024 - Contested Case
2. 25FC:0012 (Matt Loffer - Chapter 22- City of Marengo, Marengo Police Department) 2/3/2025 -Informal Resolution Board Acceptance of IR
3. 25FC:0018 (Tammy Wise - Chapter 21- Tama County) 2/10/2025 - Board Acceptance of IR
- 4.25FC:0027 (Jerry Hamelton - Chapter 22- Keokuk Police Department) 3/12/2025 - Probable Cause Investigation
5. 25FC:0031 (Michael Chapman - Chapter 21- Waterloo Community School District Board of Education) 3/26/2025 - Information Gathering/IR Process
6. 25FC:0054 (Tim Ferguson - Chapter 22- City of Davenport) 5/19/2025 - Information Gathering/IR Process
7. 25FC:0055 (Justin Cole - Chapter 21- Mount Union Benefited Fire District) 5/21/2025 - Information Gathering/IR Process
8. 25FC:0061 (Dylan Southall - Chapter 22- Cedar Falls Utilities - Cedar Falls, Iowa) 5/23/2025 - Information Gathering/IR Process
9. 25FC:0058 (Rachel Doyle - Both- City of Rolfe) 5/27/2025 - Information Gathering/IR Process
10. 25FC:0065 (1 of 2) (John Rasmussen - Chapter 21- Pottawattamie County Board of Supervisors) 6/3/2025 - Information Gathering/IR Process
11. 25FC:0065 (2 of 2) (John Rasmussen - Chapter 21- Pottawattamie County Board of Supervisors) 7/9/2025 - Information Gathering/IR Process
12. 25FC:0067 (EyesOffCR - Chapter 22- City of Cedar Rapids) 6/6/2025 - Information Gathering/IR Process
13. 25FC:0070-2 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process

14. 25FC:0070-4 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
15. 25FC:0070-1 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
16. 25FC:0070-3 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
17. 25FC:0072 (Jonathan Uhl - Chapter 22- Scott County / Scott County Attorney's Office) 6/13/2025 - Information Gathering/IR Process
18. 25FC:0074 (Noelle Bolibaugh - Chapter 22- Oskaloosa School District) 6/16/2025 - Information Gathering/IR Process
19. 25FC:0075 (Chris Stevens - Chapter 22- City of Swea City IA) 6/17/2025 - Information Gathering/IR Process
20. 25FC:0076 (Ken Allsup - Both- Oskaloosa School Board) 6/17/2025 - Information Gathering/IR Process
21. 25FC:0079 (Judith Lee - Chapter 22- City of Davenport) 6/24/2025 - Information Gathering/IR Process
22. 25FC:0082 (Tim Ferguson - Chapter 22- Davenport Police Lieutenant Dennis Colclasure of the Davenport Police department informed me as well as per the document says I will be provided in writing of the outcome of the investigation. I would like to know any and all information pertaining to the) 6/24/2025 - Complaint Opened/Acknowledged
23. 25FC:0083 (Amber Turner - Chapter 21- Mitchellville City Council and Mayor) 6/30/2025 - Information Gathering/IR Process
24. 25FC:0088 (Jaicy Skaggs - Chapter 22- City of Kellogg) 7/7/2025 - Draft Order
25. 25FC:0092 (Keith Wieland - Chapter 21- Buchanan County Solid Waste Commission) 7/9/2025 - Information Gathering/IR Process
26. 25FC:0089 (Charlie Comfort - Chapter 22- Oskaloosa Community School District) 7/7/2025 - Information Gathering/IR Process
27. 25FC:0106 (Bradley Thrasher - Chapter 21- City of Le Grand board of adjustments) 8/14/2025 - Information Gathering/IR Process
28. 25FC:0099 (Mount Pleasant Municipal Utilities - Chapter 21- Resale Power Group of Iowa) 7/28/2025 - Information Gathering/IR Process
29. 25FC:0104 (Tim Ferguson - Chapter 22- City of Davenport and Davenport Police Department) 8/13/2025 - Information Gathering/IR Process
30. 25FC:0109 (Jaicy Skaggs - Chapter 21- City of Kellogg) 8/18/2025 - Information Gathering/IR Process
31. 25FC:0111 (Jennifer Benbow - Chapter 21- City of Granger City Council) 8/19/2025 - Information Gathering/IR Process
32. 25FC:0119 (Tim Ferguson - Chapter 22- City of Davenport custodian) 8/21/2025 - Information Gathering/IR Process
33. 25FC:0120 (Tim Ferguson - Chapter 22- Davenport Police Department & City of Davenport) 8/26/2025 - Complaint Opened/Acknowledged
34. 25FC:0121 (Tim Ferguson - Chapter 22- Scott County) 8/26/2025 - Information Gathering/IR Process

35. 25FC:0114 (Andrew Smith - Chapter 22- Cedar Rapids Police Department) 8/27/2025 - Information Gathering/IR Process
36. 25FC:0116 (Crystal Davis - Chapter 21- Larchwood City Council and Mayor) 8/27/2025 - Information Gathering/IR Process
37. 25FC:0122 (Tim Ferguson - Chapter 22- Muscatine County recorder@muscatinecountyiowa.gov) 8/30/2025 - Information Gathering/IR Process
38. 25FC:0128 (Kellen Garfield - Chapter 22- Iowa City Community School District) 9/11/2025 - Information Gathering/IR Process
39. 25FC:0129 (Robert Stewart - Chapter 22- OELWEIN POLICE DEPARTMENT) 9/15/2025 - Complaint Opened/Acknowledged
40. 25FC:0131 (Gregory Armstrong - Chapter 21- Hamburg city council.) 9/16/2025 - Information Gathering/IR Process
41. 25FC:0134 (Richard Francis - Chapter 22- Fort Dodge Police Department) 9/20/2025 - Information Gathering/IR Process
42. 25FC:0135 (Marisa Schneider - Chapter 22- Madison County Iowa) 9/22/2025 - Information Gathering/IR Process
43. 25FC:0136 (Alisha Beers - Chapter 22- City council of Pisgah and Clerk Heather) 9/22/2025 - Information Gathering/IR Process
44. 25FC:0144 (Tony Hamson - Chapter 22- Rake City) 9/26/2025 - Complaint Opened/Acknowledged
45. 25FC:0148 (Gary Clear - Chapter 21- East Union Community School District Board of Education) 9/24/2025 - Information Gathering/IR Process
46. 25FC:0150 (Vickie Pyevich - Chapter 22- Bettendorf Community School District) 10/8/2025 - Information Gathering/IR Process
47. 25FC:0151 (Gregory Armstrong - Chapter 22- Hamburg Community School Board) 10/8/2025 - Complaint Opened/Acknowledged
48. 25FC:0160 (Michael Benson - Chapter 22- City of Merville) 10/21/2025 - Complaint Opened/Acknowledged
49. 25FC:0164 (Jared McDonald - Chapter 21- Madison County Iowa Board of Supervisors) 10/27/2025 - Complaint Opened/Acknowledged
50. 25FC:0165 (Brooklyn Krings - Chapter 21- Madison County Board of Supervisors) 10/28/2025 - Complaint Opened/Acknowledged
51. 25FC:0168 (Ted Clark - Public Records Law- Dallas County Sheriff's Department) 10/29/2025 - Complaint Opened/Acknowledged
52. 25FC:0175 (Timothy Gray - Both- Woodbury county) 11/4/2025 - Complaint Opened/Acknowledged
53. 25FC:0178 (Shawn Harden - Both- Buchanan County Board of Supervisors) 11/7/2025 - Complaint Opened/Acknowledged
54. 25FC:0179 (Shawn Harden - Chapter 22- Buchanan County Board of Supervisors) 11/13/2025 - Complaint Opened/Acknowledged
55. 25FC:0180 (David Boll - Public Records Law-) 11/9/2025 - New / Complaint Information Reviewed
56. 25FC:0181 (April Armstrong - Public Records Law- City of Pisgah Iowa, City Council) 11/11/2025 - New / Complaint Information Reviewed

57. 25FC:0182 (Amy Hill - Chapter 22-) 11/13/2025 - Complaint
Opened/Acknowledged
58. 25FC:0183 (Nicole Jimmerson - Chapter 22- Clarke County Public
Health) 11/12/2025 - Complaint Opened/Acknowledged

XI. Committee Reports

1. Training – (Lee)
2. Legislative – (Miller)
3. Rules – (Miller)

XII. Office status report.

1. Office Update * (Miller)
2. Financial/Budget Update (FY25) * (Miller)
3. Presentations/Trainings (Miller)
4. District Court Update (Miller)

XIII. Next IPIB Board Meeting will be held on December 18, 2025, at 1:00 p.m.

XIV. Adjourn

*** Attachments**

IOWA PUBLIC INFORMATION BOARD

DRAFT

October 16, 2025, 1:00 p.m.

UNAPPROVED MINUTES

The Iowa Public Information Board (IPIB) met on October 16, 2025, for its monthly meeting at 1 p.m. at the offices of the Iowa Public Information Board located at 510 East 12th Street, Des Moines. The following members participated: Joan Corbin (remote), E.J. Giovannetti, Barry Lindahl, Catherine Lucas, Luke Martz, Joel McCrea (joining remote later), and Monica McHugh (remote). Also present were IPIB Executive Director, Charlotte Miller; IPIB Deputy Director, Charissa Flege; IPIB Agency Counsel, Alexander Lee. Also present was John Lundgren, Attorney General Counsel for IPIB. A quorum was declared present.

On a motion Giovannetti, second by Martz, to approve the agenda. Adopted 7-0.

On a motion Giovannetti, second by Lindahl, to approve the October 16, 2025 minutes with suggested edit by Lindahl. Adopted 7-0.

Public Forum. There were not public comments.

Comments from the board chair. The Board Chair spoke about caseload backlog.

Potential Closed Session under Iowa Code § 21.5(1)(c). To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

Board discussion occurred. Giovannetti asked counsel if the subject matter was appropriate for closed session. John Lundquist, Attorney General Counsel for the Board, addressed the Board and stated there are issues that need to be discussed with the Board that would disadvantage the position of the IPIB if discussed in open session and indicated that closed session is appropriate. On a motion by McCrea and second by Lucas, to enter closed session pursuant to Iowa Code § 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation where disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Roll call vote:

Joan Corbin - Yes

E. J. Giovannetti - Yes

Barry Lindahl - Yes

Catherine Lucas - Yes

Luke Martz - Yes

Joel McCrea - Yes

Jackie Schmillen - Yes

Approved 7-0

Board returned from closed session at 1:35 P.M.

Cases involving Board Deliberation/Action.

1. **25FC:0018 (Tammy Wise - Chapter 21- Tama County) 2/10/2025 - Informal Resolution IR Agreed to by Parties.** Lee presented on behalf of IPIB staff. Holly Corkery, counsel for Tama County, addressed the Board. Board discussion occurred. Approved 7-0. On a motion by Martz, second by Giovannetti, to approve the Informal Resolution. **Approved, 7-0.**
2. **25FC:0096 (Kirk Lager - Chapter 22- Iowa Department of Corrections) 7/21/2025 - Investigative Report Information Gathering/IR Process.** Miller presented on behalf of IPIB staff. Jen Rathje, Legislative Liaison for Iowa Department of Corrections, addressed the Board. Board Discussion occurred. On a motion by Martz, second by Corbin, to dismiss the matter for lack of probable cause to believe a violation has occurred. **Approved, 7-0.**
3. **25FC:0102 (Nancy Johnson - Chapter 22- Polk City Police Department) 8/13/2025 - Investigative Report Information Gathering/IR Process.** Lee presented on behalf of IPIB staff. Board discussion occurred. On a motion by Giovannetti, second by Martz, to dismiss for lack of probable cause to believe a violation has occurred. **Approved, 7-0.**
4. **25FC:0115 (David Carney - Chapter 22- City of Ankeny, Iowa) 8/27/2025 - Investigative Report Draft Order.** Lee presented on behalf of IPIB staff. Board discussion occurred. On a motion by Lindahl, second by McCrea, to dismiss for lack of probable cause to believe a violation has occurred. **Approved, 7-0.**
5. **24FC:0092 (Aubrey Burress - Both- Pleasant Grove township) 10/21/2024 - Contested Case.** Miller provided a brief update regarding the status of the contested case and the continuance of the current hearing scheduled for November 20. Board discussion occurred. Staff was directed to request the continuance and to try to achieve an informal resolution with the parties.

Consent Agenda.

- I. **Dismissals.** On a motion by Martz, seconded by McCrea to approve the Dismissal Order for 25FC:0100. Lucas recused herself. **Approved, 6-0.** On a motion by Lindahl, second by Giovannetti, to approve the remainder of the dismissals within the consent agenda. **Approved 7-0.**
- II. **Acceptance.** On a motion by Giovannetti, second by Martz, to approve the acceptances within the consent agenda. Approved 7-0.

Matters Withdrawn, No Action Necessary. No matters were withdrawn.

Pending Complaints. Informational Only, No action or Deliberation.

1. 25FC:0022 (Steve St. Clair - Chapter 22- The Winneshiek County Board of Supervisors and the City of Ossian. The governmental entities associated with the other government employees/officials listed above were also involved, less directly.) 2/17/2025 - Board Acceptance of IR
2. 25FC:0027 (Jerry Hamelton - Chapter 22- Keokuk Police Department) 3/12/2025 - Probable Cause Investigation
3. 25FC:0054 (Tim Ferguson - Chapter 22- City of Davenport) 5/19/2025 - Information Gathering/IR Process

4. 25FC:0055 (Justin Cole - Chapter 21- Mount Union Benefited Fire District) 5/21/2025 - Information Gathering/IR Process
5. 25FC:0061 (Dylan Southall - Chapter 22- Cedar Falls Utilities - Cedar Falls, Iowa) 5/23/2025 - Information Gathering/IR Process
6. 25FC:0058 (Rachel Doyle - Both- City of Rolfe) 5/27/2025 - Information Gathering/IR Process
7. 25FC:0065 (John Rasmussen - Chapter 21- Pottawattamie County Board of Supervisors) 6/3/2025 - Information Gathering/IR Process
8. 25FC:0069 (Cassie Rochholz - Chapter 21- City of Solon) 6/4/2025 - Information Gathering/IR Process
9. 25FC:0067 (EyesOffCR - Chapter 22- City of Cedar Rapids) 6/6/2025 - Information Gathering/IR Process
10. 25FC:0070-2 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
11. 25FC:0070-4 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
12. 25FC:0070-1 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
13. 25FC:0070-3 (Keith Wieland - Chapter 22- Buchanan County, Iowa) 6/10/2025 - Information Gathering/IR Process
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17. 25FC:0075 (Chris Stevens - Chapter 22- City of Swea City IA) 6/17/2025 - Information Gathering/IR Process
18. 25FC:0076 (Ken Allsup - Both- Oskaloosa School Board) 6/17/2025 - Information Gathering/IR Process
19. 25FC:0079 (Judith Lee - Chapter 22- City of Davenport) 6/24/2025 - Information Gathering/IR Process
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22. 25FC:0088 (Jaicy Skaggs - Chapter 22- City of Kellogg) 7/7/2025 - Draft Order
23. 25FC:0089 (Charlie Comfort - Chapter 22- Oskaloosa Community School District) 7/7/2025 - Information Gathering/IR Process
24. (John Rasmussen - Chapter 21- Pottawattamie County Board of Supervisors) 7/9/2025 - Information Gathering/IR Process
25. 25FC:0092 (Keith Wieland - Chapter 21- Buchanan County Solid Waste Commission) 7/9/2025 - Information Gathering/IR Process

26. 25FC:0091 (Andy Hallman - Chapter 22- City of Washington) 7/10/2025 - Information Gathering/IR Process
27. 25FC:0097 (EyesOffCR - Chapter 22- City of Storm Lake) 7/21/2025 - Complaint Opened/Acknowledged
28. 25FC:0099 (Mount Pleasant Municipal Utilities - Chapter 21- Resale Power Group of Iowa) 7/28/2025 - Information Gathering/IR Process
29. 25FC:0103 (Charlie Comfort - Chapter 22- Oskaloosa School District) 8/13/2025 - Information Gathering/IR Process
30. 25FC:0106 (Bradley Thrasher - Chapter 21- City of Le Grand board of adjustments) 8/14/2025 - Information Gathering/IR Process
31. 25FC:0109 (Jaicy Skaggs - Chapter 21- City of Kellogg) 8/18/2025 - Information Gathering/IR Process
32. 25FC:0111 (Jennifer Benbow - Chapter 21- City of Granger City Council) 8/19/2025 - Information Gathering/IR Process
33. 25FC:0113 (Mariah Oliver - Chapter 21- Paullina City Council) 8/22/2025 - Information Gathering/IR Process
34. 25FC:0115 (David Carney - Chapter 22- City of Ankeny, Iowa) 8/27/2025 -Investigative Report Draft Order
35. 25FC:0118 (Paullina Resident - Chapter 21- Paullina City Council) 8/27/2025 - Complaint Opened/Acknowledged
36. 25FC:0120 (Tim Ferguson - Chapter 22- Davenport Police Department & City of Davenport) 8/26/2025 - Complaint Opened/Acknowledged
37. 25FC:0123 (Jack Elder - Chapter 22- City of Lake City, Iowa) 9/9/2025 - Complaint Opened/Acknowledged
38. 25FC:0124 (Jack Elder - Chapter 22- City of Lake City, Iowa) 9/9/2025 - Complaint Opened/Acknowledged
39. 25FC:0126 (Don McGregor - Chapter 22- Kossuth County Board of Supervisors) 9/11/2025 - Information Gathering/IR Process
40. 25FC:0129 (Robert Stewart - Chapter 22- OELWEIN POLICE DEPARTMENT) 9/15/2025 - Complaint Opened/Acknowledged
41. 25FC:0134 (Richard Francis - Chapter 22- Fort Dodge Police Department) 9/20/2025 - Information Gathering/IR Process
42. 25FC:0136 (Alisha Beers - Chapter 22- City council of Pisgah and Clerk Heather) 9/22/2025 - Complaint Opened/Acknowledged
43. 25FC:0138 (Carlton Beers - Chapter 22- CITY COUNCIL OF PISGAH AND TODD NOAH/ADMIN OF PISGAH) 9/24/2025 - Complaint Opened/Acknowledged
44. 25FC:0140 (Sam McIntire - Chapter 21- City of Fontanelle) 9/26/2025 - Complaint Opened/Acknowledged
45. 25FC:0141 (Eulando Hayes - Chapter 22- Black Hawk County Attorney's Office) 9/25/2025 - Complaint Opened/Acknowledged
46. 25FC:0142 (Eulando Hayes - Chapter 22- Waterloo Police Department) 9/25/2025 - Complaint Opened/Acknowledged
47. 25FC:0143 (Brandon Talsma - Chapter 21- Jasper County Conservation) 10/1/2025 - Complaint Opened/Acknowledged
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49. 25FC:0145 (Jazmin Morrison - Both- Pleasantville Public Library) 10/2/2025 - Complaint Opened/Acknowledged
50. 25FC:0146 (Matthew Rollinger - Chapter 22- Iowa Department of Education) 10/2/2025 - Complaint Opened/Acknowledged
51. 25FC:0147 (Jacquelynn Zugg - Chapter 21- City of Centerville) 10/6/2025 - Complaint Opened/Acknowledged
52. 25FC:0149 (Christopher Wyant - Chapter 22- Lewis, IA cass county) 9/23/2025 - Complaint Opened/Acknowledged

Committee Reports.

1. Training. Lee provided an update on trainings and work being completed. Board discussion occurred.
2. Legislative. Miller provided an update on the legislative committee.
3. Rules. Miller provide an update on the status of the submitted Administrative Rules.

Office Status Report.

1. Office Update. Miller addressed the Board and provided an office update. Miller introduced Charissa Flege, as the new Deputy Director.
2. Financial/Budget Update (FY25). Miller addressed the Board and provided an update regarding FY25 financials.
3. Presentations/Trainings. Lee provided an update regarding upcoming trainings.
4. District Court Update. John Lundquist gave a board an update on pending litigation during the closed session.

Next IPIB Board Meeting will be held on December 18, 2025, at 1:00 p.m. Meeting adjourned at 2:22 P.M.

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0022
Steve St. Clair, Complainant	Final Report
And Concerning:	
Winneshiek County and City of Ossian, Respondents	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Final Report:¹

On February 22, 2025, Steve St. Clair filed formal complaint 25FC:0022, alleging that Winneshiek County (County) and the City of Ossian (City) violated Iowa Code Chapter 22.

The IPIB accepted this Complaint on March 20, 2025.

Background & Findings

On August 16, 2024, the complainant, Steve St. Clair, sent identical Chapter 22 requests to Winneshiek County and the City of Ossian, seeking communications sent and received by a particular official who held positions on both governmental bodies, who was also the primary official involved in responding to both requests. After initial communications about the request, a fee estimate was provided on October 6, 2024, which included a \$500 deposit for both requests. Although St. Clair promptly paid both deposits, responsive records were not released until January 2025, following a further period of significant delay.

During the production period, St. Clair also identified additional concerns in the calculation of fees. The County, in its response, quoted a \$100.00/hour fee for the official's time, which included not only his salary, but also IPERS payments, health insurance, life insurance, and the depreciation of county equipment used in producing the records. The City, meanwhile, asserted that the responding official's hourly rate was set at the official's discretion, rather than his compensation.

Informal Resolution

¹ With special thanks to former IPIB Deputy Director Kim Murphy, who was responsible for the majority of this case, including mediation of the Informal Resolution between the parties.

Following mediation, all parties agreed to an Informal Resolution to resolve the complaint, which IPIB approved on May 15, 2025. Pursuant to that Informal Resolution, the following remedial actions were taken by both the County and City:

1. Both respondents acknowledged in open session that there were sufficient facts to support a violation of Chapter 22 based on unreasonable fees and unreasonable delay, including a statement IPIB prepared to be read aloud.
2. The Informal Resolution itself was formally approved at meetings of the respective bodies, with minutes from each meeting provided to IPIB staff.
3. Steve St. Clair received a full refund of fees charged.
4. All members of the Winneshiek County Board of Supervisors and the Ossian City Council attended IPIB trainings on Chapters 21 and 22, conducted on July 7, 2025 and August 4, 2025, respectively.
5. Both respondents also developed new records policies, which included revised fee schedules, retention and access requirements for public records located on private devices, and procedures for responding to incoming requests based on the requirements established in *Belin v. Reynolds*. First drafts were provided for these policies on August 20 and August 31, and additional revisions were made based on the recommendations of IPIB staff.

IPIB staff certify that Winneshiek County has satisfied its obligations under the Informal Resolution as of October 31, 2025, subject to a final vote by the Board of Supervisors to adopt the amended policy.

IPIB staff certify that the City of Ossian has satisfied its obligations under the Informal Resolution as of November 5, 2025, subject to a final vote by the City Council to adopt the amended policy.

Procedure

Steve St. Clair approved the Informal Resolution on May 3, 2025.

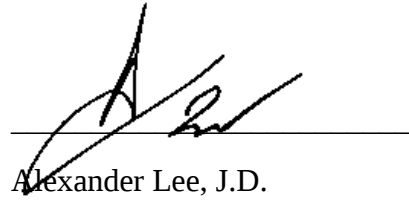
Winneshiek County approved the Informal Resolution on or about May 12, 2025.

The City of Ossian approved the Informal Resolution on or about June 2, 2025.

IPIB approved the Informal Resolution Report on May 15, 2025.

All terms of the Informal Resolution have been met. IPIB staff recommends this Final Report be adopted and the complaint be dismissed as resolved.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Steve St. Clair, Complainant
Winneshiek County, Respondent
City of Ossian, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0073
Justin Scott, Complainant	Informal Resolution Report
And Concerning:	
Denver Community School District, Respondent	

On June 12, 2025, Justin Scott filed formal complaint 25FC:0073, alleging that the Denver Community School District Board of Directors (Board) violated Iowa Code Chapter 21.

The IPIB accepted this complaint at its meeting on July 17, 2025.

Background

The Denver Community School District is a rural public school district located in southern Bremer and northern Black Hawk County, which currently meets on a monthly basis. The District is represented by a five-person Board of Directors.

On June 12, 2025, the complainant, Justin Scott, filed formal complaint 25FC:0073, alleging that the Board had violated Iowa Code § 21.4(1)(a) by failing to provide proper agenda notice of personnel contract renewal decisions approved at the Board's recent June meeting. Prior meeting agendas and minutes show that the Board's common practice has been to act on contract renewals under a one-word "Personnel" agenda item, which appears under the "Reports" heading, alongside other non-action informational reports such as "Middle School Principal," "Superintendent," and "Board President." These renewals are generally handled as consent approvals, meaning that the Board's approval is intended to formally authorize decisions which had already been considered at a lower administrative level, without significant deliberation or individual consideration by the Board. Minutes published after these meetings consistently include a summary of names and positions covered each month.

After opening the case to both parties, the Board expressed its willingness to change the way it drafts its meeting agendas to better satisfy the notice requirements of Chapter 21.

Applicable Law

“Except as provided in [Iowa Code § 21.4(3)], a governmental body shall give notice of the time, date, and place of each meeting including a reconvened meeting of the governmental body, and the tentative agenda of the meeting, in a manner reasonably calculated to apprise the public of that information.” Iowa Code § 21.4(1)(a).

Analysis

Iowa Code § 21.4(1)(a) states that a tentative agenda must be provided “in a manner reasonably calculated to apprise the public” of matters to be discussed at a meeting. The Iowa Supreme Court has interpreted this language to require advance notice to be provided on an agenda for any item to be discussed as a meeting, with an exception for “discussion and action on emergency items that are first ascertained at a meeting for which proper notice was given” which cannot “be reasonably deferred to a later meeting.” *KCOB/KLVN, Inc. v. Jasper Cnty. Bd. of Sup’rs*, 473 N.W.2d 171, 174 (1991).

The applicable standard is “whether the notice sufficiently apprised the public and gave full opportunity for public knowledge and participation,” when considering “the public’s knowledge of an issue and actual participation in events in light of the history and background of that issue.” *Id.* at 173 (affirming a trial court’s finding that “Industries Council—Mr. Jack Lipovac” was sufficient to notify the public that a body would discuss the firing of the named employee, as the termination had appeared on a previous agenda and evidence showed that it was well known and publicized in the community that the Industries Council had been hired to set up termination hearings, including for the particular employee under consideration). Subsequent case law has clarified, however, that the *KCOB/KLVN* decision “does not provide a basis for excusing an agenda item omission on the ground that the public and press were already familiar with the subject” and that “the adequacy of the notice must be determined on the basis of what the words in the agenda would mean to a typical citizen or member of the press who reads it.” *Barrett v. Lode*, 603 N.W.2d 766, 769 (Iowa 1999).

IPIB’s case law applying *KCOB/KLVN* and *Barrett* has identified certain categories of agenda items which may fail to provide sufficient notice, including single-word descriptors and “catch-all” umbrella phrases which fail to adequately describe actual matters deliberated. *See* 20FC:0128, *Mark Kuhn/Floyd County Board of Supervisors* (finding that “Review/Action coronavirus (COVID-19) issues as applicable” was insufficient when reused over a period of several months to cover all possible county actions related to COVID-19 protection); 18FC:0061, *Lindsey Larrington/Lucas City Council* (finding that agenda topics such as “Parks” or “Streets” were not descriptive enough on their own to apprise the public).

Informal Resolution

Pursuant to Iowa Code § 23.9, IPIB presents the following terms for an informal resolution of this matter:

1. This Informal Resolution will be formally approved at a meeting of the Denver Community School District Board of Directors. The Board will include a copy of this Informal Resolution in its meeting minutes and will provide IPIB staff with a copy of the minutes demonstrating approval.
2. In adopting this Informal Resolution, the Board agrees that items requiring deliberation or action by the Board, including consent agenda items, will be listed on the tentative agenda under a heading or subheading which sufficiently apprises the public that action may be taken, including but not limited to “Old Business” or “New Business.” For any agenda item, even one that can be voted on in a consolidated motion, the Board understands there must be sufficient information to reasonably inform the public of the general category of decisions to be approved (e.g. “Approval of June Bills” or “Certification of May 2025 Regular Board Minutes”).
3. With regards to routine contract renewal decisions, the Board specifically agrees to include language in its agendas which differentiates these types of decisions from other personnel matters and makes it clear that the Board may consider official action, rather than merely receiving a report (e.g. “Approve consent agenda personnel contracts.”).

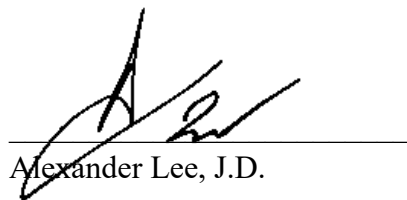
The terms of the Informal Resolution will be completed within 60 days of the date of approval of this Informal Resolution by all parties. Upon showing of proof of compliance, the IPIB will dismiss this complaint as successfully resolved.

Justin Scott approved the Informal Resolution on October 17, 2025.

The Denver Community School District approved the Informal Resolution on October 17, 2025.

The IPIB staff recommend the IPIB approve the Informal Resolution Report.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Justin Scott, Complainant
Denver Community School District, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0091
Southeast Iowa Union, Complainant	Investigative Report
And Concerning:	
City of Washington, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On July 8, 2025, the Southeast Iowa Union (Union) filed formal complaint 25FC:0091, alleging that the City of Washington (City) violated Iowa Code Chapter 22.

The IPIB accepted this Complaint on August 21, 2025.

Facts

On June 23, 2025, the City of Washington notified its City Maintenance and Construction Supervisor that he would be discharged from his position if he did not resign. The supervisor opted to resign in lieu of termination.

On July 1, 2025, Kalen McCain submitted a Chapter 22 request on behalf of the Southeast Iowa Union, seeking information about the former supervisor, including 1) his compensation as of his last day of employment with the City, 2) the dates of employment and positions held, and 3) records related to the supervisor's resignation in lieu of termination, including the "documented reasons and rationale" behind this decision.

The City promptly responded with the requested records, including the following statement:

Pursuant to Section 22.7(11)(a)(5) of the Code of Iowa, [the supervisor] resigned in lieu of termination because of the unauthorized use of city equipment in violation of city policy and the general failure to improve the performance and general work environment for employees in the M/C department.

On July 8, 2025, the Union (through McCain) filed formal complaint 25FC:0091, alleging that the above disclosure was insufficient to provide the “documented reasons and rationale” defined as non-confidential by Iowa Code § 22.7(11)(a)(5).¹ Relying on IPIB’s Advisory Opinion 18AO:0008, the Union argued the City was obligated to either disclose investigative documents, performance evaluations, and other internal documents related to the supervisor’s resignation *or* draft a more detailed statement of the “reasons and rationale” to supplement the City’s initial disclosure.

Following IPIB’s acceptance of this case, the City agreed to work with IPIB staff to draft a supplementary statement for disclosure, and the Union confirmed that it would consider its complaint resolved upon release of a revised statement which complied with Iowa Code § 22.7(11)(a)(5) and 18AO:0008. The following disclosures were drafted and, after the former supervisor was provided an opportunity to seek an injunction pursuant to Iowa Code § 22.8(1), released to the Union:

1. On June 13, 2025, [the supervisor] used a city-owned vehicle for a private purpose by taking the equipment out of the City of Washington without permission. This act violates Chapter 35 of the Washington Personnel Manual.
2. In addition, based upon observations from the current City Administrator and feedback received from current employees and exit interviews with departing employees, [the supervisor] failed to improve the leadership and productivity of the city M/C department after previously been counseled from previous and current administrators during routine discussions and job evaluations.

IPIB has not received any further communications from the Union since the revised statement was released, but an updated article was posted to the Union’s website which included the new information, indicating that the records were received.

Applicable Law

“The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

11. a. Personal information in confidential personnel records of government bodies relating to identified or identifiable individuals who are officials, officers, or employees of the government bodies. However, the following information relating to such individuals contained in personnel

¹ Andy Hallman, editor for the Union, has since replaced Kalen McCain as the designated contact for the ongoing complaint.

records shall be public records, except as otherwise provided in section 80G.3 [a provision protecting the confidentiality of personnel information for undercover law enforcement officers]:

(5) The fact that the individual resigned in lieu of termination, was discharged, or was demoted as the result of a disciplinary action, and the documented reasons and rationale for the resignation in lieu of termination, the discharge, or the demotion.” Iowa Code § 22.7(11)(a)(5).

Analysis

Iowa Code § 22.7(11)(a) provides a broad category of confidentiality for “personal information in confidential personnel files relating to identified or identifiable individuals who are officials, officers, or employees of the government bodies.” The Iowa Supreme Court has ruled that this is intended to be a categorical exemption, for which the legislature “has performed its own balancing and made the policy choice to protect such records categorically.” *Mitchell v. City of Cedar Rapids*, 926 N.W.2d 222, 234 (Iowa 2019). Thus, unless information contained in a record falls into one of the five exempted categories set forth by Iowa Code § 22.7(11)(a)(1) – (5), a government body is entitled to assert confidentiality to withhold personnel file records.

The fifth category, Iowa Code § 22.7(11)(a)(5), provides that information pertaining to “[t]he fact that [an employee] resigned in lieu of termination” and “the documented reasons and rationale for the resignation in lieu of termination” are non-confidential public records, if the resignation is the result of a disciplinary action. If a Chapter 22 request is received for this type of information, the government body may be required to disclose otherwise confidential performance or disciplinary information from a former employee’s personnel file based on this exemption.

As an alternative to releasing redacted personnel file documents, IPIB has interpreted the law to allow a government body to draft a new record which provides the “documented reasons and rationale” for an adverse employment decision, so long as the disclosure statement includes the same information which the body would otherwise be required to provide from existing records. See 18AO:0008, *Definition of “Documented Reasons and Rationale.”* Following the guidelines set forth in 18AO:0008, such a document would need to, at a minimum, 1) disclose the fact that an employee resigned in lieu of termination, was discharged, or was demoted as the result of disciplinary action, 2) say which law, rule, or policy, if any, they believe the employee violated, and 3) provide at least one sentence about the behavior or incident that triggered the action, which must include 4) details, such as the date(s) of alleged behavior, location, or how it was discovered. *Id.* One-word descriptions, such as “work rules” or “performance,” would be insufficient. *Id.*²

² See also 24FC:0077, *Kyle Ocker/Mahaska County Sheriff’s Office* (interpreting Iowa Code § 22.7(11)(a)(5) and 18AO:0008 in a similar situation involving a sheriff’s deputy who resigned in lieu of termination).

The City's revised statement meets each of these four requirements, as 1) the City had already disclosed the fact that the former supervisor had resigned in lieu of termination in its original statement, 2) the relevant policy from the City's personnel manual was cited for the first portion of the statement, and there was no specific law, rule, or policy for the second portion, 3) the City sufficiently elaborated on the behaviors or incidents which led to the resignation, and 4) the new explanation included detail as appropriate, including the date of the first incident and the means of discovery for the second.

Although the Union has been out of communication with IPIB since the revised statement was released, the parties had an existing agreement, memorialized in email, that a proper, IPIB-approved disclosure would suffice to resolve the complaint. Because the City has now provided the information required to be released as "documented reasons and rationale" for the supervisor's resignation in lieu of termination, the complaint may be closed as resolved.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

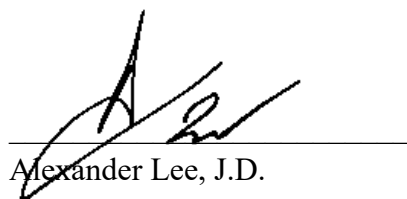
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Through the informal resolution process, the City has satisfied the disclosure requirements of Iowa Code § 22.7(11)(a)(5), and the complaint may now be closed as resolved pursuant to an existing agreement between the parties. It is recommended that the Board dismiss the matter for lack of probable cause to believe an ongoing violation exists.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Andy Hallman (Southeast Iowa Union), Complainant
City of Washington, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0112
Robert Alvarez, Complainant	Investigative Report
And Concerning:	
University of Iowa, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On August 20, 2025, Robert Alvarez filed formal complaint 25FC:0112, alleging that the University of Iowa (University) violated Iowa Code Chapter 22.

The IPIB accepted this Complaint on October 16, 2025.

Facts

On July 3, 2025, the complainant, Robert Alvarez, submitted a Chapter 22 request seeking certain email records of a professor emeritus at the University of Iowa. The University denied the request, asserting that the professor's email records were not considered public records of the University due to his emeritus status. On July 20, Alvarez attempted to appeal the denial, but he alleges that his appeal was ignored.

On August 20, 2025, Alvarez filed formal complaint 25FC:0112, arguing that the professor's public-facing work done on behalf of the University or as a representative of the University created public records for which the University was lawful custodian.

While the complaint was accepted on October 16 based on IPIB's facial review standards, IPIB has not been in communication with Alvarez since his last email on September 2, 2025, shortly after the complaint was opened. IPIB staff have made multiple attempts to reestablish contact with Alvarez, both by email and by phone, but none have been successful.

Analysis

Although the complaint has been accepted on its merits, no further investigation has been conducted, and the University has not been given the opportunity to provide a briefing on the issue. The complainant has constructively abandoned the complaint by failing to respond to multiple follow-up emails in a period of over two months following the initial submission. As there is no longer a requester actively seeking records, the matter is now moot.

In dismissing this complaint, IPIB does not make any findings as to whether the email records sought were subject to Chapter 22 as public records.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

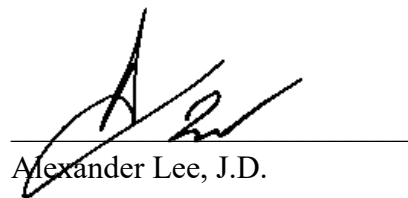
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

It is recommended that the Board dismiss the matter as an exercise of administrative discretion without making a probable cause finding, as the complainant has abandoned the complaint and is therefore no longer actively seeking the disputed records.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Robert Alvarez, Complainant
University of Iowa, Respondent

To the Esteemed Members of the Iowa Public Information Board:
Re: Comments Regarding Investigative Report for Complaint 25FC:0112

Dear Board Members,

Thank you for the opportunity to provide written comments regarding my case (25FC:0112) and the Investigative Report submitted by Agency Counsel, Mr. Alexander Lee, J.D.

I would like to start by addressing the Investigative Report's recommendation to dismiss my complaint, 25FC:0112, on the basis that I "abandoned" the matter.

While I truly appreciate the diligent work of IPIB staff, I must respectfully note that the report's central premise, that I have "constructively abandoned the complaint" and am "no longer actively seeking the disputed records," is factually incorrect.

I remain fully committed to this complaint and to securing the public records that I have requested from the University of Iowa. I respectfully ask the Board to reconsider Mr. Lee's conclusion and allow the case to proceed on its merits.

1. Clarifying that the Complaint Was Not Abandoned

First, I wish to clarify a factual misunderstanding in the investigative report. I did not abandon this complaint, nor did I ever lose interest in pursuing it.

After September 2, 2025, I received only two communications from IPIB staff:

1. **September 16, 2025 – "Courtesy Notice on Pending IPIB Complaints," from Mr. Alexander Lee:**

This email was a general update explaining the agency's staffing constraints. It expressly stated that no response was required. As such, I understood it solely as informational.

2. **October 9, 2025 – Request for an Update:**

Mr. Lee asked whether there were any new developments and whether I wished to add anything to the file before an acceptance decision.

I replied the following day, **October 10**, confirming that there were no new developments

and that I had nothing further to add at that time. Regrettably, due to an unfortunate issue with my email manager, this message did not transmit correctly, given that this reply apparently failed to deliver successfully to Mr. Lee. I was oblivious to the fact that the email had failed to send.

I sincerely apologize for this technical error. However, this single undelivered message should not be interpreted as abandonment, especially given that:

- I received no further emails from IPIB staff after October 9;
- I received no phone calls from IPIB staff, and no voicemails were ever left on my phone; and
- At no point did I state or imply any intent to withdraw the complaint.

Given these facts, the conclusion that I “constructively abandoned” the case does not reflect what occurred. I have consistently intended to pursue the complaint and continue to do so.

2. Continued and Active Interest in the Complaint

I remain fully committed to obtaining the requested public records and to ensuring that Iowa’s transparency laws are properly applied. At no time have I ceased pursuing this matter, and I respectfully request that the Board allow the complaint to move forward.

3. Importance and Merit of the Underlying Case

This case presents a substantive issue under Iowa Code Chapter 22 that warrants investigation.

a. The University’s Denial Was Based on an Incorrect Standard

On July 3, 2025, I requested emails sent or received through the official University of Iowa email account of Professor Emeritus John Finamore, who remains an active representative of the University in multiple academic capacities.

The University denied the request on July 17, asserting that Prof. Finamore’s emeritus status categorically excluded his emails from being public records.

This rationale is inconsistent with Iowa Code § 22.1(3), which defines public records based on *content* and their relationship to public business, not on employment status of the individual

creating or receiving them. As emeritus faculty, Prof. Finamore remains publicly affiliated with the institution and continues to use university infrastructure to conduct academic business. The University's position appears to rely on a blanket exclusion, rather than the content-based analysis required by law.

b. The University Failed to Respond to My Appeal

On July 20, I filed a formal appeal with the Office of the General Counsel, supplying evidence of Prof. Finamore's ongoing public-facing work under the University's banner. I received no response. My follow-up of August 14 also went unanswered. The silence, combined with the categorical denial, raises significant concerns regarding transparency and accountability.

c. The Records Requested Are Related to Public Business

Prof. Finamore continues to:

- serve as President of a scholarly society closely tied to the University's mission and his academic area of expertise, the International Society for Neoplatonic Studies (ISNS);
- conduct administrative, academic, and organizational work through his University-managed email;
- organize conferences, coordinate panels, and communicate on governance and administrative activities that promotes the University's academic reputation and public engagement; and
- represent the University publicly in ways the University itself continues to promote on its website.

The use of University infrastructure, along with his ongoing public representation of the institution, makes these records presumptively related to public business. These activities are not private or incidental. They directly relate to the University's academic mission, involve its infrastructure, and reflect on its public identity. Emails generated in this context should, at minimum, be reviewed for disclosure under Chapter 22. A categorical denial based solely on emeritus status is inconsistent with both the statute and the public interest in transparent governance.

4. Request for Board Action

Given the above, I respectfully request that the Board:

- decline to dismiss the complaint on procedural grounds;
- direct that the matter proceed to further investigation; and
- ensure that the University of Iowa provides a lawful, content-based review of the requested records in accordance with Iowa Code Chapter 22.

This issue concerns the public's right to access information about how publicly affiliated actors conduct business using state-managed resources. The staff report acknowledges that the complaint has merit; it should therefore be evaluated on its substance, not dismissed due to an isolated communication error.

Closing

I appreciate the Board's time and attention, and I am available to answer any questions or provide any additional documentation needed. My sole objective is to ensure transparency and proper compliance with Iowa's open records law.

Sincerely,

Robert Alvarez

Complainant

Complaint 25FC:0112

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0113
Mariah Oliver & Paullina Resident, Complainants	Investigative Report
And Concerning:	
City of Paullina, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On August 22, 2025, Mariah Oliver and Paullina Resident filed separate formal complaints, merged into 25FC:0113, alleging that the City of Paullina (City) violated Iowa Code Chapter 22.

The IPIB accepted this Complaint on September 18, 2025.

Facts

This case concerns an emergency session meeting held by the City of Paullina on August 22, 2025, during which the city council approved a temporary policing plan in which deputies from the local Sheriff's Office were asked to supplement the City's law enforcement. All parties in this case agree the meeting was held with less than the customary twenty-four hours' notice but disagree as to whether the cited emergency made it "impossible or impractical" under Iowa Code § 21.4(2)(a) to provide the usual notice.

On July 4, 2025, Paullina's long-time police chief announced his intention to retire. His last day was set for August 22, in seven weeks' time. The City received notice of this retirement on July 7, the following business day, and promptly created a job posting for the position, though alternative long-term arrangements were also discussed in the ensuing weeks.

During the post-retirement interim period, the City developed plans to continue using the services of a particular reserve officer to meet local policing needs. It was the City's understanding, based on the advice of this reserve officer and the police chief of a neighboring city, that the reserve officer could continue to serve as long as the City had a certified officer on its police roster.

Notwithstanding the interim policing plan, on August 18, the city council voted to begin the process of drafting a proposed 28E agreement for joint law enforcement covering Paullina and two other neighboring cities in O'Brien County. After this vote, the council directed the Mayor to meet with the City's legal counsel about this prospective 28E agreement.

On Thursday, August 21, the day before the police chief's retirement, the Mayor spoke with legal counsel. During their conversation, the Mayor mentioned the City's intent to use its reserve officer during the interim period, and counsel advised that he would need to review the law to make sure that this was permitted. Later that evening, the attorney informed the Mayor for the first time that Iowa law does not permit reserve officers to serve without an active police chief.

On the morning of Friday, August 22, the Mayor contacted the O'Brien County Sheriff's Office to discuss the possibility of emergency coverage. The Sheriff offered to make off-duty deputies available to cover Paullina, to be paid directly by the City.

The Mayor's discussion with the Sheriff ended at 11:07 a.m., and an emergency meeting was then arranged to begin at noon, before the police chief's 4:30 p.m. retirement. The agenda included three items for discussion: 1) a notice to the reserve officer that he could not continue in his position until a new police chief was hired, 2) approval of emergency law enforcement coverage by the O'Brien County Sheriff's Office, and 3) approval of part-time pay for the deputies providing this emergency coverage. Despite the minimal notice, members of the community became aware of the meeting, and meeting minutes were kept.

Later the same day, Mariah Oliver and a second complainant who has asked to be referred to as "Paullina Resident" for anonymity filed formal complaints concerning the meeting, alleging that the City failed to provide at least twenty-four hours' notice for the public prior to the meeting, as required by Iowa Code § 21.4, and disputing whether there was a sufficient "emergency" to justify a lack of notice.

Applicable Law

"Except as otherwise provided in [Iowa Code § 21.4(2)(c)], notice conforming with all the requirements of [Iowa Code § 21.4(1)] shall be given at least twenty-four hours prior to the commencement of any meeting of a governmental body unless for good cause such notice is impossible or impractical, in which case as much notice as is reasonably possible shall be given." Iowa Code § 21.4(2)(a).

Analysis

While Chapter 21 imposes a general requirement that notice of a meeting be posted at least twenty-four hours prior to any meeting of a governmental body subject to open meetings law, Iowa Code

§ 21.4(2)(a) recognizes a limited exception for the discussion of emergency matters, for which “good cause” exists which makes typical notice “impossible or impractical.”

In *KCOB/KLVN, Inc. v. Jasper County Board of Supervisors*, the Iowa Supreme Court found that Iowa Code § 21.4(1)(a) should be interpreted to “allow[] discussion and action on emergency items that are first ascertained at a meeting for which proper notice was given,” though “if action c[ould] be reasonably deferred to a later meeting, this should be done.” 473 N.W.2d 171, 174 (Iowa 1991).¹ The *KCOB/KLVN* Court held that this standard was met where a board of supervisors approved a case management plan for a departmental program, where the urgent need for funding was first brought to their attention during the session in which they voted on it, as the facts presented showed “that the county would lose money and would be unable to provide required services unless immediate action was taken on funding of the departmental program.” *Id.* at 174–75. *See also Short v. Green Bay Levee & Drainage Dist. No. 2*, No. 03-0364, 2004 WL 1072273, at *2 (Iowa Ct. App. May 14, 2004) (finding a sufficient emergency where drainage district trustees met to approve expenditures intended to address historic flood conditions within their district, as “the Board had to act quickly to prevent possible disastrous flooding”).

IPIB’s own precedent provides further clarity. In 24FC:0036, *Jason Foust/City of Eldridge*, IPIB found a sufficient emergency where a city council scheduled a meeting on less than twenty-four hours’ notice to preempt a special meeting of the city’s utility board, in which the utility board planned to reinstate employees who had been placed on administrative leave pending an investigation into alleged mismanagement of funds and consider a resolution to make the utility a separate entity from the city. Because the city only learned about the utility board’s meeting the day before their own (after the utility chair refused to attend a scheduled appointment with the mayor), because the emergency session was aimed at protecting the integrity of the city’s investigation and avoid a significant legal and financial risk, and because the meeting could not be reasonably deferred in light of the utility board’s own competing meeting, IPIB concluded that the circumstances “warrant[ed] good cause for the departure from the 24-hour requirement.” *Id.*

On the other hand, IPIB declined to find a sufficient emergency in a case where a school board made a last-minute amendment to its agenda to discuss the hiring of a new volunteer head coach for a student archery program. 23FC:0100, *Travis Johnson/Eddyville-Blakesburg-Fremont Community School District*. In that case, IPIB found that a mere “lack of planning is not an emergency or good cause for failing to provide appropriate 24-hour notice of the agenda item.” *Id.* Although the school board argued that discussion was necessary to find a coach before the archery season started, IPIB noted that the position “was something that could [have been] discussed in

¹ Note that *KCOB/KLVN* considered the closely related matter of discussion and action for matters not on a tentative agenda for an otherwise properly noticed meeting. The Court referenced Iowa Code § 21.4(2)(a) in making its findings, and IPIB relies on this case in interpreting the standard for when “good cause” exists to render typical notice “impossible or impractical,” but the situations are nevertheless legally distinguishable.

previous meetings or in a special session meeting,” as the issue was “non-emergent” (given the members’ prior knowledge) and could have been reasonably deferred. *Id.*

Take together, these cases present three common elements which must be satisfied before IPIB finds “good cause” for a meeting to be held on less than twenty-four hours’ notice:

1. The emergency which justifies the lack of sufficient notice must be genuinely “emergent” from the perspective of the governmental body, such that the governmental body could not have avoided the need for an emergency meeting with reasonable diligence;
2. The emergency must pose a sufficient risk of harm, including threats to public health or safety, risk of significant financial loss or property damage, legal jeopardy, or other circumstances which could undermine the core purposes of the government; and
3. The emergency meeting must be reasonably necessary to avoid or mitigate that risk, meaning it could not be reasonably deferred to a later time to allow for proper notice.

All three elements are met in the present case.

First, while the complainants correctly observe that the City had over six weeks to prepare for the police chief’s retirement on August 22, the City only learned its plans for the interim period would violate state law when their legal counsel advised them of the issue on August 21, the evening before. Although the City could have learned of the problem earlier by asking the right legal questions, the City reasonably relied on the representations of the reserve officer in Paullina and the neighboring city’s police chief, both of whom believed the plan in place would be lawful. Therefore, there was no reasonable opportunity from the City’s perspective to avoid the need for the emergency meeting (similar to the last-minute notice of the utility board meeting in *Foust*, but unlike in *Johnson*, where the school board had advance knowledge of the head coach vacancy).

Second, the August 22 meeting properly addressed two sufficient emergency purposes, as the City’s original plan to have the reserve officer serve without an active police chief would have placed the City in violation the law, and a gap in police coverage would have presented a risk to public safety and undermined the city’s legitimate law enforcement functions.

Lastly, the meeting could not have been reasonably deferred to a later date without incurring the above risks, as the police chief’s retirement placed a firm deadline for a replacement plan to be implemented. Even a special session the following Monday would not have come soon enough to avoid legal issues or ensure continuous police coverage. While one complainant argues that the Mayor’s informal arrangement with the Sheriff would have been sufficient to cover the policing issue until a properly noticed meeting could be held, the Paullina Code of Ordinances

(implementing Iowa Code § 372.4(2)) provides that the city council's consent was necessary to ratify the policing agreement, including the deputies' compensation as a closely related concern.²

In the alternative, the anonymous complainant argues that the City violated the final clause of Iowa Code § 21.4(2)(a), which provides that "as much notice as is reasonably possible shall be given" where good cause allows for less than twenty-four hours' notice. They suggest that notice could have been posted on August 21, after the City's attorney notified the Mayor of the legal issue.

However, the facts presented indicate that the intervening time in this case was used to develop an alternative plan which could accomplish the City's goals. As of August 21, the Mayor was only aware of the *problem*, but he was unable to verify the availability of the Sheriff's Office as a *solution* to be presented at the meeting until the morning of August 22, meaning no meeting time could be set before then. The meeting also could not have been reasonably delayed to be closer to the 4:30 p.m. deadline, as time was needed following adjournment to contact the reserve officer and the Sheriff to notify them of the decisions made.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

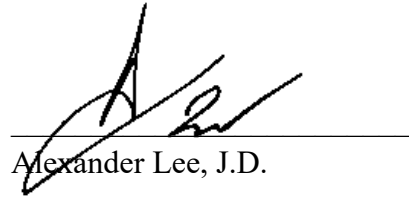
Iowa Admin. Code r. 497-2.2(4).

Recommendation

The City has established that it had "good cause" to hold a meeting on less than twenty-four hours' notice, based on last-minute notice of legal issues which would have prevented the City from lawfully providing police coverage following the retirement of their police chief. Under the circumstances, it would have been "impossible or impractical" to post typical notice without risking legal jeopardy or public safety. Therefore, it is recommended that the Board dismiss the matter for lack of probable cause to believe an ongoing violation exists.

² Notably, having an emergency city council meeting also ensured some level of public transparency, by contrast to the proposed scenario in which the same result would have been reached through a private phone call between the mayor and sheriff alone.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Mariah Oliver & Paullina Resident, Complainant
City of Paullina, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0139
Ronald May, Complainant	Investigative Report
And Concerning:	
Iowa Board of Parole, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On September 22, 2025, Ronald May filed formal complaint 25FC:0139, alleging that the Iowa Board of Parole (Board of Parole) violated Iowa Code Chapter 22.

The IPIB accepted this Complaint on October 16, 2025.

Facts

On August 13, 2025, the complainant, Ronald May, submitted a Chapter 22 request to the Iowa Board of Parole, seeking records of “any statements made to the Board of Parole by the sentencing judge and/or prosecutor in [May’s] case pursuant to Iowa Code § 901.9, regarding their recommendations for release or parole.”

On September 22, May filed formal complaint 25FC:0139, alleging unreasonable delay on the basis that the Board of Parole had failed to provide any response to his request.¹

After accepting the complaint for further investigation, IPIB notified the Board of Parole of the complaint on October 10. On October 13, the following business day, the Board of Parole notified IPIB that it had already responded to the request with relevant records from May’s file, though it asserted that there were no recommendations received from the sentencing judge or prosecutor.

On October 15, IPIB mailed a follow-up letter to May, informing him of the Board of Parole’s response and asking if there were other matters in dispute which needed to be addressed before the

¹ May, who was incarcerated at the time of the complaint, communicated with IPIB solely through physical mail.

case could be closed as resolved. IPIB's letter invited May not to respond if there were no further issues. As of November 10, 2025, IPIB has not received a response from May.

Analysis

After IPIB accepted complaint 25FC:0139 on facial review, the respondent Board of Parole indicated that the underlying dispute had already been resolved, as all existing records responsive to the request were released. IPIB then sent a status update to the complainant, with notice that IPIB would keep the complaint open for any additional concerns. No response was received. Because it appears the matter was settled without IPIB's involvement, the complaint should now be closed as resolved.

In resolving this case, IPIB does not make any findings on the possible confidentiality of records provided to the Board of Parole pursuant to Iowa Code § 901.9.

IPIB Action

The Board may take the following actions upon receipt of a probable cause report:

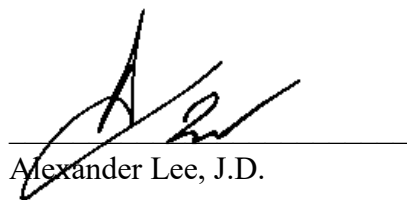
- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Available evidence indicates this matter was resolved between the parties before IPIB accepted the complaint, and the requested records did not exist, though other related records have been released. Because the complainant has not raised any further concerns, it is recommended that the Board dismiss for lack of probable cause to believe that a violation has occurred.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Ronald May, Complainant
Iowa Board of Parole, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0069
Cassie Rochholz, Complainant	Investigative Report
And Concerning:	
City of Solon, Respondent	

COMES NOW, Charissa Flege, Deputy Director for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On June 4, 2025, Cassie Rochholz filed formal complaint 25FC:0069, alleging that the City of Solon (City) violated Iowa Code Chapter 21.

The Iowa Public Information Board accepted this complaint at its meeting on June 19, 2025.

Facts

Solon is a small municipality located in Johnson County, Iowa. Cassie Rochholz is a resident of Solon. Complainant Rochholz alleged that the Solon City Council failed to comply with the requirements set forth in Iowa Code Chapter 21. Specifically, the allegation concerns the Council's failure to provide supporting attachments or documentation for agenda items, thereby impeding adequate public notice and meaningful engagement.

The underlying dispute pertains to whether the City of Solon should issue a conditional use permit for property situated within the two-mile fringe area surrounding the city limits, for the purpose of constructing a new church. The relevant facts are as follows:

- Before the May 21, 2025 meeting, the City Council posted a tentative agenda which included, under New Business, Item 21: **Resolution No. 25-26 – 2-Mile Fringe Area Conditional Use Permit – Upmeyer Farms**. The agenda item was accompanied by the following description: "Council discussion and possible action on Resolution No. 25-26, a resolution on a 2-Mile Fringe Area Conditional Use Permit submitted by Upmeyer Farms for a new church building."
- On June 4, 2025, the City Council convened again. The Council posted a tentative agenda for that meeting which included two items relevant to the conditional use permit. Under

New Business, Item 17 was listed as: **Resolution No. 25-26 – 2-Mile Fringe Area Conditional Use Permit – Upmeyer Farms/Jordan Creek Church**. The corresponding agenda description stated: "Council discussion and possible action on Resolution No. 25-26, a resolution on a 2-Mile Fringe Area Conditional Use Permit submitted by Upmeyer Farms/Jordan Creek Church for a new church building." Also under New Business was Item 18: **Resolution No. 25-27 – Fringe Area Agreement Amendment**, which included the following description: "Council discussion and possible action on Resolution No. 25-27, a resolution on the 2-Mile Fringe Area Agreement Amendment with Johnson County."

The complainant had additional concerns that the city council's current practices prevent transparency. No violation was alleged with respect to the required twenty-four-hour notice or the posting location for either the May 21 or June 4 meeting agendas.

Applicable Law

"Except as provided in subsection 3, a governmental body shall give notice of the time, date, and place of each meeting including a reconvened meeting of the governmental body, and the tentative agenda of the meeting, in a manner reasonably calculated to apprise the public of that information. Reasonable notice shall include advising the news media who have filed a request for notice with the governmental body and posting the notice on a bulletin board or other prominent place which is easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting, or if no such office exists, at the building in which the meeting is to be held." Iowa Code § 21.4(1)(a).

Analysis

Iowa Code § 21.4(1)(a) requires that a tentative agenda be provided "in a manner reasonably calculated to apprise the public" of matters to be discussed at a meeting. The Iowa Supreme Court has interpreted this language to require that advance notice be provided on an agenda for any item of discussion during the meeting, with the exception of "discussion and action on emergency items that are first ascertained at a meeting for which proper notice was given," which cannot "be reasonably deferred to a later meeting." *KCOB/KLVN, Inc. v. Jasper Cnty. Bd. of Sup'rs*, 473 N.W.2d 171, 174 (Iowa 1991). The applicable standard is "whether the notice sufficiently apprised the public and gave full opportunity for public knowledge and participation," considering "the public's knowledge of an issue and actual participation in events in light of the history and background of that issue." *Id.* at 173.

In this case, the matter concerning the permitting of the Upmeyer farmland appeared on the tentative agendas for both the May 21, 2025, and June 4, 2025, meetings. In addition to the item

headings, a brief description of the item was included each time the matter appeared on the agendas.

Under Item 21 on the May 21 tentative agenda and Item 17 on the June 4 tentative agenda, the descriptions informed community members that matters related to the Upmeyer Farms permit would be discussed and potentially decided. For Item 18 on the June 4 tentative agenda, the language indicated that the Council would consider an amendment to the Fringe Area Agreement governing development in that area. These agenda items and their descriptions adequately informed the public and provided a full opportunity for public awareness and participation. While the City Council did not provide the full Council packet or attachments in advance, Iowa Code § 21.4(1)(a) does not require such materials to be disclosed in order to meet notice requirements.

The Complainant also alleges that not providing materials in advance hindered transparency and public participation. However, Iowa Code § 21.7 establishes the minimum requirements for adequate notice and public meeting governance. Governmental entities are permitted, but not required, to go beyond these minimum requirements. While the statute requires that cameras and recording devices be allowed, it imposes no specific requirements for other forms of public participation. The public must be provided access to meetings held in open session; however, nothing in Chapter 21 requires an opportunity for public comment. Therefore, Chapter 21 does not require advance public access to attachments or board packets as a condition for participation in public meetings.

IPIB Action

The Board may take the following actions upon receipt of an Investigative Report:

- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

Because the City of Solon provided tentative agendas items for the relevant matter, including a brief description of each agenda item, and the law does not require that the governmental body

provide attachments or city council packets in advance to meet notice and participation requirements, it is recommended that the Board dismiss for lack of probable cause to believe a violation of Iowa Code § 21 has occurred.

By the IPIB Deputy Director,

A handwritten signature in blue ink, appearing to read "Charisa Flege".

Charisa Flege, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Cassie Rochholz, Complainant

Solon City Council, Respondent

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0130
Kellen Garfield, Complainant	Investigative Report
And Concerning:	
Iowa City Police Department, Respondent	

COMES NOW, Charissa Flege, Deputy Director for the Iowa Public Information Board (IPIB), and enters this Investigative Report:

On September 16, 2025, Kellen Garfield filed formal complaint 25FC:0130, alleging that the Iowa City Police Department (ICPD) violated Iowa Code Chapter 22.

The Iowa Public Information Board accepted this complaint at its meeting on October 16, 2025.

Facts

On September 5, the Complainant reported a suspected incident of child abuse to the Iowa City Police Department. The investigation included a recorded conversation between an officer and the Complainant. Complainant then submitted a request to the Iowa City Police Department on September 11, 2025 for “all records, reports, finding, notes, and related materials” from the investigation conducted by the Iowa City Police Department. The complainant specifically requested “[t]he full written investigation report and any summaries or findings; [a]ll officer notes, internal communications, and supporting materials; [a]ny associated evidence logs, including photos or video if applicable, [and m]etadata or certification to confirm authenticity and chain of custody.” The Iowa City Police Department responded by asserting confidentiality under Chapter 22.7(5) as an exception to the obligation to produce the records.

The police department admits, through counsel, that at least some of the requested records exist, including a video recording of the interview and a written report generated through the investigation of the report of child abuse. The Respondent also admits that the police department does have discretion to release investigative reports and they are declining to exercise their discretion to release the records.

Complainant asserts that the police department told her that the matter was not a criminal one; therefore, she believes the records cannot be withheld as a confidential record.

The Complainant had additional concerns that the city did not provide adequate language access. The IPIB only has jurisdiction to enforce Chapter 21 and Chapter 22; therefore, the matter of language access is outside our jurisdiction.

Applicable Law

“The following public records shall be kept confidential, unless otherwise ordered by a court by the lawful custodian of the records, or by another person duly authorized to release such information...(5) Peace officers’ investigative reports, privileged records or information specified in section 80G.2 and specific portions of electronic mail and telephone billing records of law enforcement agencies if that information is part of an ongoing investigation, except where disclosure is authorized elsewhere in this Code. However, the date, time, specific location and immediate facts and circumstances surrounding a crime or incident shall not be kept confidential under this section, except in those unusual circumstances where disclosure would plainly and seriously jeopardize an investigation or pose a clear and present danger to the safety of an individual. Specific portions of electronic mail and telephone billing records may only be kept confidential under this subsection if the length of time prescribed for commencement of prosecution or the finding of an indictment or information under the statute of limitations applicable to the crime that is under investigation has not expired.” Iowa Code § 22.7(5). The Iowa Public Information Board interprets peace officers’ investigative reports to include “all of the information gathered by officers as part of an investigation into a crime or incident.” 20FC:0127, *Robert Corry/ Iowa City Police Department*.

In addition to showing that a record is part of a police investigative report, the governmental entity claiming privilege must also show “(1) a public officer is being examined, (2) the communication was made in official confidence, and (3) the public interest would suffer by disclosure.” *Mitchell v. City of Cedar Rapids*, 926 N.W.2d 222, 232 (Iowa 2019) (citing *Hawk Eye v. Jackson*, 521 N.W.2d 750, 752 (Iowa 1994)).

Part one of this test has been interpreted to include to “protect[] the communication itself, including any written report of the communication, and not just oral examination of the public office.” *State ex rel. Shanahan*, 356 N.W.2d 523, 528 (Iowa 1984). A record that has been determine to be part of an investigative report satisfies part one because “the privilege may be invoked at any stage of proceedings where confidential communications would otherwise be disclosed, not just when a witness is testifying.” *Id.* Part two concerns whether the information requested was communicated to the official in official confidence. 23AO:0003, *Confidentiality of Police Investigative Files*. The last part considers weighing the public interest in disclosing the records against the potential harm that such a disclosure would cause. *Hawk Eye v. Jackson*, 521 N.W.2d 750, 753 (Iowa 1994).

Analysis

Considering the applicable legal standard, the Complainant argues either that the record is not an investigative report under § 22.7(5), or, alternatively, that if it is an investigative report, the factors in the *Hawk Eye* balancing test weigh in favor of disclosure of the requested records.

In this instance, the Respondent has provided sufficient evidence that a criminal investigation regarding the abuse of a minor is open and ongoing. The Complainant argues that because she did not receive any notice of case closure, there must not be a criminal investigation. However, there is no requirement that such specific notice or proof be provided to a requestor to establish the existence of a criminal investigation. The IPIB is satisfied that the information provided by the Respondent is sufficient to substantiate the existence of the investigation. Therefore, the records at issue here are clearly part of an investigative report.

Iowa Code § 22.7(5) grants discretion to the custodian of a police investigative report to disclose a confidential report. In *Mitchell v. City of Cedar Rapids*, the Iowa Supreme Court held that Iowa Code § 22.7(5) creates only a qualified privilege of confidentiality for records included in police investigative reports, rather than a categorical exemption. 926 N.W.2d 222, 234 (Iowa 2019) (holding that, despite the Court’s ruling in *ACLU Foundation v. Records Custodian*, “the legislature has acquiesced in [the Court’s] interpretation of section 22.7(5)” and that *Hawk Eye* remains the controlling precedent for disputes over access to police investigative reports).

In determining whether a report is entitled to confidentiality under Chapter 22, courts apply the *Hawk Eye* balancing test, derived from Iowa Code § 622.11. As the Court explained in *Hawk Eye*, “[a]n official claiming the privilege must satisfy a three-part test: (1) a public officer is being examined; (2) the communication [to the officer] was made in official confidence; and (3) the public interest would suffer by disclosure.” *Id.* at 232 (quoting *Hawk Eye v. Jackson*, 521 N.W.2d 750, 753 (Iowa 1994)). Confidentiality determinations in the context of public records requests often hinge on the third prong, which balances the public interest in disclosure against potential harm. *See* 23AO:0003, *Confidentiality of Police Investigative Files*.

In past decisions, the IPIB has interpreted 911 calls and similar communications, such as witness or victim reports, to be part of a police investigative file and, despite the qualified privilege, generally confidential. *See* 23FC:0026, *Sydney Crnkovich/Carroll County Sheriff’s Office* (finding that the *Hawk Eye* test favored confidentiality for a 911 call made by an individual reporting a dead body, where the minimal public interest in accessing the call audio—beyond the information already disclosed—was outweighed by the potential harm of disclosure).

While a public entity must consider each record separately, rather than asserting blanket confidentiality for an entire investigative file, the individual records sought here—video of a

witness interview, police notes, photographs, and other attached evidence—can be analyzed under the same framework.

While there is a public interest in government transparency, *Hawk Eye* also recognizes the public interest in protecting victims' information to encourage reporting and disclosure of criminal activity to authorities. Furthermore, the records in the investigative report here involve an interview with a potential witness to a child's injuries, which is analogous to precedent protecting the confidentiality of witness statements. *See* 23FC:0026, *Sydney Crnkovich/Carroll County Sheriff's Office*. The records at issue are particularly sensitive because they involve a minor child, which weighs heavily in favor of confidentiality. It is not relevant to this analysis that the requestor is a witness. If the police were to release this information to one individual under Chapter 22, they would be required to release it to all members of the public, not just the parent.

Because (1) a public officer is being examined when investigative files are sought by a member of the public under Iowa Code Chapter 22; (2) the communications sought were made in official confidence; and (3) the minimal public interest in disclosure is outweighed by the confidentiality interest in protecting records relating to a potential victim of child abuse, the qualified privilege of Iowa Code §22.7(5) applies. Therefore, the records sought were properly withheld.

IPIB Action

The Board may take the following actions upon receipt of an Investigative Report:

- a. Redirect the matter for further investigation;
- b. Dismiss the matter for lack of probable cause to believe a violation has occurred;
- c. Make a determination that probable cause exists to believe a violation has occurred, but, as an exercise of administrative discretion, dismiss the matter; or
- d. Make a determination that probable cause exists to believe a violation has occurred, designate a prosecutor and direct the issuance of a statement of charges to initiate a contested case proceeding.

Iowa Admin. Code r. 497-2.2(4).

Recommendation

It is recommended the Board dismiss for a lack of probable cause. Because the records at issue are confidential records under Iowa Code section 22.7(5) and the extremely sensitive nature of records related to the criminal abuse of a minor child weighs in balance of preserving confidentiality.

By the IPIB Deputy Director,



Charisa Flege, J.D.

CERTIFICATE OF MAILING

This document was sent via email on November 13, 2025, to:

Kellen Garfield, Complainant

Iowa City Police Department, Respondent



Miller, Charlotte <charlotte.miller@iowa.gov>

Notice to Complainant

K R <kellengarfield@gmail.com>

Tue, Nov 18, 2025 at 10:00 AM

To: "Miller, Charlotte" <charlotte.miller@iowa.gov>

Cc: SDulek@iowa-city.org, Charissa Flege <charissa.flege@iowa.gov>

Date: November 18, 2025

To: Charlotte Miller, Executive Director, and Members of the Iowa Public Information Board

Re: Opposition to the Investigative Report Recommending Dismissal (Case 25FC:0130)

Dear Ms. Miller and Members of the Board,

I am writing this statement in response to the Investigative Report dated November 13, 2025, which recommends dismissing my complaint against the Iowa City Police Department due to a "lack of probable cause."

I respectfully, but vehemently, disagree with this recommendation. The report relies on the argument that confidentiality is necessary to protect the "integrity of an investigation" and the "privacy of the victim". However, the facts of this case demonstrate that Iowa Code § 22.7(5) is being weaponized not to protect my daughter, but to shield the City from accountability regarding its failure to investigate abuse and its failure to provide civil rights protections.

I urge the Board to reject the dismissal and find probable cause for a violation based on the following points:

1. The Contradiction of the "Active" Investigation

The Investigative Report accepts the City's claim that a "criminal investigation regarding the abuse of a minor is open and ongoing". This assertion is in direct contradiction to the facts I experienced and reported.

During the recorded interview on September 5, 2025, the very record I am requesting, Detective Gabe Cook explicitly told me that this matter was not criminal in nature, that there was "nothing the police could do," and that I should contact the Department of Education instead.

The City cannot have it both ways. They cannot tell a mother "this is not a crime" to avoid investigating the school, and then tell the Board "this is an active criminal investigation" to avoid releasing the public records. This contradiction suggests that the "investigative file" status is a pretext used solely to block transparency.

2. The Misapplication of the Hawk Eye Balancing Test

The report cites the Hawk Eye v. Jackson balancing test, concluding that the public interest in disclosure is outweighed by the need to protect the victim.

I ask the Board: Who is being protected here?

- The school destroyed the video evidence of the incident.
- The police failed to independently verify this destruction or investigate the school for it.
- The police denied me a competent translator, silencing my ability to report the abuse effectively.

By denying me access to the video of my own interview, the Board is not protecting my daughter. You are preventing her only advocate—her mother—from obtaining the evidence needed to prove that the police were dismissive and negligent. The "privacy" of the victim is being used to protect the institutions that failed her.

3. Public Interest in Institutional Accountability

There is a significant public interest in knowing whether the Iowa City Police Department is systematically dismissing abuse allegations involving nonverbal, disabled children and whether they are violating federal laws regarding language access.

The requested video is the only surviving objective evidence of this interaction. If the police can claim a file is "investigative" only when it suits them to hide evidence of their own conduct, then Chapter 22's purpose of government transparency is effectively nullified.

Conclusion

The Respondent has admitted they have the discretion to release these records. Their refusal to do so, combined with the contradictory categorization of the case as "criminal" only for the purpose of this complaint, constitutes a violation of the spirit and letter of Iowa's public records law.

I respectfully request that the Board reject the recommendation for dismissal and either order the release of the records or, at a minimum, conduct an in camera review of the video to verify my claim that the Detective explicitly disavowed the criminal nature of the case.

"Attached to this email is the full correspondence with City Attorney Susan Dulek. These emails demonstrate the City's refusal to engage with the contradiction regarding the criminal nature of the case and their unilateral decision to close communication despite my valid legal queries"

Sincerely,

Kellen Garfield

Complainant

[Quoted text hidden]



Exhibit A..pdf
58K



K R <kellengarfield@gmail.com>

City of Iowa City - Public Records Request PRR-252-2025

5 messages

Sue Dulek (Iowa City, IA) <icgov@request.justfoia.com>

Fri, Sep 12 at 9:26 AM

Reply-To: <cfe07d38-6d0d-4940-97fa-9d0aca6050df.icgov@request.justfoia.com>

To: <kellengarfield@gmail.com>

Kellen Garfield:

The requested records are part of a peace officer's investigative file and are confidential under Section 22.5(7) of the Iowa Code. As a result, no records will be provided.

Susan Dulek
First Assistant City Attorney
[410 East Washington Street](#)
Iowa City, IA 52240



K R <kellengarfield@gmail.com>

Fri, Sep 12 at 11:14 AM

To: <cfe07d38-6d0d-4940-97fa-9d0aca6050df.icgov@request.justfoia.com>

Dear Ms. Dulek,

Thank you for your response. However, I would like to clarify that the records I requested are not part of a criminal investigation. The involved officer explicitly stated to me that no criminal investigation is open or pending regarding the matter, and therefore, the investigative file exception under Iowa Code §22.7(5) would not apply.

Given this, I respectfully request a reconsideration of your denial. If any part of the record may be disclosed — even with redactions — I kindly ask for those portions to be released as required by Iowa Code Chapter 22.

If you continue to deny access, please provide a detailed legal basis for withholding each specific record, including:

- The identity of the "peace officer" associated with the alleged investigative file,
- The date and nature of the alleged investigation,
- And why the file qualifies as confidential under §22.7(5) in the absence of a criminal matter.

Thank you for your time. I appreciate your cooperation in ensuring compliance with Iowa's public records law.

Sincerely,
Kellen Garfield

[Quoted text hidden]

Sue Dulek (Iowa City, IA) <icgov@request.justfoia.com>

Wed, Sep 17 at 2:12 PM

Reply-To: <cfe07d38-6d0d-4940-97fa-9d0aca6050df.icgov@request.justfoia.com>

To: <kellengarfield@gmail.com>

Kellen Garfield:

I first want to clarify that it was not my denial. I am not the custodian of the records of the Iowa City Police Dept.

The Police Dept. has decided not to release the requested records, which are part of a peace officer's investigative file. As I stated earlier, peace officer's investigative files are confidential under Section 22.7(5) of the Iowa Code except for the date, time, specific location, and immediate facts and circumstances. The date, time, etc. were all contained in your request so I did not repeat that information in my initial response. With that said, an interview occurred on Sept. 5, 2025, at approximately 11:00 am at 410 E. Washington St., Iowa City, Iowa regarding an allegation of abuse or neglect of a minor.

The City of Iowa City considers your request completed.

Susan Dulek
First Assistant City Attorney
[410 East Washington Street](#)
Iowa City, IA 52240

Sep 12, 2025 at 11:16 am, K R wrote:

Dear Ms. Dulek,

Thank you for your response. However, I would like to clarify that the records I requested are not part of a criminal investigation. The involved officer explicitly stated to me that no criminal investigation is open or pending regarding the matter, and therefore, the investigative file exception under Iowa Code §22.7(5) would not apply.

Given this, I respectfully request a reconsideration of your denial. If any part of the record may be disclosed — even with redactions — I kindly ask for those portions to be released as required by Iowa Code Chapter 22.

If you continue to deny access, please provide a detailed legal basis for withholding each specific record, including:

- The identity of the "peace officer" associated with the alleged investigative file,
- The date and nature of the alleged investigation,
- And why the file qualifies as confidential under §22.7(5) in the absence of a criminal matter.

Thank you for your time. I appreciate your cooperation in ensuring compliance with Iowa's public records law.

Sincerely,
Kellen Garfield

On Fri, Sep 12, 2025 at 9:26?AM Sue Dulek (Iowa City, IA) <icgov@request.justfoia.com> wrote:

Kellen Garfield:

The requested records are part of a peace officer's investigative file and are confidential under Section 22.5(7) of the Iowa Code. As a result, no records will be provided.

Susan Dulek
First Assistant City Attorney
[410 East Washington Street](#)
Iowa City, IA 52240

JustFOIA Logo



K R <kellengarfield@gmail.com>
To: <cfe07d38-6d0d-4940-97fa-9d0aca6050df.icgov@request.justfoia.com>
Cc: <alexander.lee@iowa.gov>

Wed, Sep 17 at 3:13 PM

Susan Dulek:

Proposed Paragraph – Contesting the City’s Discretion and Misuse of §22.7(5)

Although Iowa Code §22.7(5) states that peace officers’ investigative reports “shall be kept confidential”, the law explicitly allows the lawful custodian to disclose such records at their discretion. Therefore, confidentiality is not mandatory in all circumstances, but rather a discretionary privilege that the custodian may choose to waive. In this case, the Iowa City Police Department chose to withhold the records—despite having the legal authority to release them.

More importantly, the justification for withholding is significantly weakened by the fact that the investigating officer explicitly stated, during a recorded interview, that the matter does not constitute a criminal investigation. If no criminal case is active or contemplated, classifying the file under the “investigative report” exemption appears to be an overbroad interpretation of the statute.

Additionally, the burden of proof rests with the governmental body to demonstrate that the claimed exemption applies. A general reference to “investigative files” is not sufficient, especially when there is direct, recorded evidence that contradicts the City’s characterization of the file. If the record in question is merely an administrative report or incident documentation, it may not qualify for full confidentiality under §22.7(5). The City’s decision to exercise its discretion in denying access, rather than releasing the file—at least to the extent that it involves my direct participation—is unreasonable and unjustified, and appears to be contrary to the spirit of Iowa’s public records law.

Thank you in advance,

Kellen Garfield
kellengarfield@gmail.com

[Quoted text hidden]

Sue Dulek (Iowa City, IA) <icgov@request.justfoia.com>
Reply-To: <cfe07d38-6d0d-4940-97fa-9d0aca6050df.icgov@request.justfoia.com>
To: <kellengarfield@gmail.com>

Fri, Sep 19 at 8:41 AM

Kellen Garfield:

I agree the custodian has the discretion to release a record that is confidential under Section 22.7(5). In this instance, the custodian has chosen not to exercise that discretion and has chosen not to release the record. As I said previously, the requested record is part of a peace officer's investigative file.

The City considers your request closed.

Susan Dulek

First Assistant City Attorney
410 East Washington Street
Iowa City, IA 52240

On Wed, Sep 17, 2025 at 3:26 pm, K R wrote:

Susan Dulek:

Proposed Paragraph – Contesting the City’s Discretion and Misuse of §22.7(5)

Although Iowa Code §22.7(5) states that peace officers’ investigative reports “shall be kept confidential”, the law explicitly allows the lawful custodian to disclose such records at their discretion. Therefore, confidentiality is not mandatory in all circumstances, but rather a discretionary privilege that the custodian may choose to waive. In this case, the Iowa City Police Department chose to withhold the records—despite having the legal authority to release them.

More importantly, the justification for withholding is significantly weakened by the fact that the investigating officer explicitly stated, during a recorded interview, that the matter does not constitute a criminal investigation. If no criminal case is active or contemplated, classifying the file under the “investigative report” exemption appears to be an overbroad interpretation of the statute.

Additionally, the burden of proof rests with the governmental body to demonstrate that the claimed exemption applies. A general reference to “investigative files” is not sufficient, especially when there is direct, recorded evidence that contradicts the City’s characterization of the file. If the record in question is merely an administrative report or incident documentation, it may not qualify for full confidentiality under §22.7(5). The City’s decision to exercise its discretion in denying access, rather than releasing the file—at least to the extent that it involves my direct participation—is unreasonable and unjustified, and appears to be contrary to the spirit of Iowa’s public records law.

Thank you in advance,
Kellen Garfield
kellengarfield@gmail.com

[Quoted text hidden]



The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0118
Paullina Resident, Complainant	Dismissal Order
And Concerning:	
City of Paullina, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On August 22, 2025, Paullina Resident filed formal complaint 25FC:0118, alleging that the City of Paullina (City) violated Iowa Code Chapters 21 and 22.

Facts

On August 22, 2025, the City of Paullina held an emergency session meeting to discuss interim law enforcement coverage in the city to follow the pending retirement of the City's long-term police chief. The emergency session, which was not preceded by twenty-four hours' notice as described in Iowa Code § 21.4, was prompted by last-minute advice from the City's legal counsel that the existing plans for handling the police chief's retirement would conflict with Iowa law. Later the same day, the complainant, who has asked to be referred to as "Paullina Resident" for anonymity, filed formal complaint 25FC:0118, alleging three potential violations.

First, the complaint alleges that the City did not have a proper emergency justification and therefore violated Iowa Code § 21.4 by failing to provide sufficient notice before the meeting. This portion of the complaint was combined with a closely related complaint involving the same issues for ease of processing, with the designation 25FC:0113. IPIB accepted joint complaint 25FC:0113 on September 18, 2025, to be investigated separately.

Second, the complaint alleges that, immediately after the meeting, the Mayor was asked how much the Sheriff's Office providing interim police coverage for the City would be paid. Paullina Resident claims that the Mayor declined to provide this information at the time, further limiting public transparency for the City's decision-making process.

Finally, the complaint alleges that the Mayor met privately with two of the five city council members in his office, to “talk further about the meeting” after adjournment. Paullina Resident believes that city business was deliberated outside the public view and that similar closed-door conversations may have been held in the past, in violation of Chapter 22.

Applicable Law

“‘Meeting’ means a gathering in person or by electronic means, formal or informal, of a majority of the members of a governmental body where there is deliberation or action upon any matter within the scope of the governmental body’s policy-making duties. Meetings shall not include a gathering of members of a governmental body for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of this chapter.” Iowa Code § 21.2(2).

Analysis

I. Unanswered Request for Information

The complainant asserts that the Mayor failed to answer a question from the public asked immediately after the August 22 meeting, which concerned the compensation to be given to the outside officers providing interim police coverage for the City.

Iowa Code § 22.4(1) provides for in-person verbal requests for public records, if made “during the customary office hours of the lawful custodian of the records.” However, the public’s rights under Chapter 22 only apply to public records as defined by Iowa Code § 22.1(3), rather than general requests for information. Even assuming that the Mayor was a designated official or employee delegated the responsibility for implementing the requirements of Chapter 22 – which is not clear in this instance – the question asked was a request for information, rather than a request for an existing public record.

Therefore, although information related to this expenditure of public funds would presumably be non-confidential if contained in a record, the Mayor’s alleged refusal to answer a question about this information following a city council meeting would not be a violation of Chapter 22.

II. Closed Door Meetings Between the Mayor and Council Members

Iowa Code § 21.2(2) defines a “meeting” as having four key attributes. For any meeting, there must be 1) a gathering of members of a governmental body subject to Chapter 21, in which 2) a majority of the body’s members are present, 3) members engage in action or deliberation, and 4) the deliberation or action is on a matter within the scope of the body’s policy-making duties, as opposed to purely ministerial or social purposes.

According to the City’s official website, Paullina uses a mayor-council form of government, with a five-person city council and a mayor, who exercises executive authority but is not considered a

member of the council. *See* Iowa Code § 372.4(2) (“[t]he mayor is not a member of the council and shall not vote as a member of the council”).

Because the Mayor is not a member of the city council, he does not contribute to a majority for the purposes of Iowa Code § 21.2(2), and the “majority” element is not met where a conversation occurs between only two city council members. Therefore, even if city business was deliberated on during these closed-door sessions, Chapter 21 does not recognize a meeting, meaning that public access and other requirements would not apply.

Notably, case law interpreting Iowa Code § 21.2(2) provides that the majority element may be met where “the majority of a governmental body gather[s] in person through the use of agents or proxies to deliberate any matter within the scope of its policy-making duties,” such that members not present are effectively represented by another official or employee acting as a conduit for discussion. *Hutchison v. Shull*, 878 N.W.2d 221, 237 (Iowa 2016). *See also* 24FC:0090, *Sarah Weber/Orange City* (finding that a majority was created where a city council held “2x2 meetings” between the mayor, city administrator, and one or two city council members at a time to build consensus amongst members outside of open session). If the Mayor acted as an intermediary between a majority of council members, the *Hutchison-Orange City* precedent could apply to establish a potential violation. However, this complainant has not alleged additional facts which would support this type of claim, and the specific conversation which followed the August 22 meeting appears to have involved only a sub-majority of the council and the mayor.

Conclusion

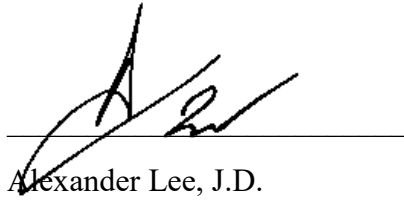
Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Because the request for information was not a Chapter 22 request for public records, and because the facts alleged would not support a finding that the post-adjourning discussion between the mayor and two council members constituted a meeting for the purposes of Chapter 21, facial dismissal is appropriate.

IT IS SO ORDERED: Formal complaint 25FC:0118 is dismissed as it is legally insufficient or without merit pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on November 20, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Agency Counsel,



Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Paullina Resident, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0147
Jacquelynn Zugg, Complainant	Dismissal Order
And Concerning:	
City of Centerville, Respondent	

COMES NOW, Alexander Lee, Agency Counsel for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On October 6, 2025, Jacquelynn Zugg filed formal complaint 25FC:0147, alleging that the City of Centerville (City) violated Iowa Code Chapter 21.

Facts

On September 28, 2025, the City Attorney for the City of Centerville submitted an official resignation, effective December 31, 2025. At or around this same time, City staff made arrangements for another law firm which already had a representation agreement with the City to assume the responsibilities of the City Attorney starting after December 31.

On October 6, 2025, the City held a city council meeting, which included a consent agenda with thirteen items. Two of these items were relevant to the above facts:

- i. “FYI- Resignation of [the previous attorney] of [previous law firm] as City Attorney.”
- j. “Approval of Res. 2025-4175 Appointing [new law firm] as City Attorney.”

The corresponding board packet included an unredacted copy of the former City Attorney’s resignation letter, a letter from the new firm confirming the arrangement along with essential terms, and Resolution 2025-4147, a resolution appointing the new firm to replace the outgoing City Attorney. The complainant, Jacquelynn Zugg, alleges the consent agenda was approved without discussion on either the resignation or appointment, and no notice was given to the public before the packet was released on October 3, the Friday before the Monday meeting.

Later the same day, Zugg filed formal complaint 25FC:0147, alleging that the City had misused its consent agenda because the replacement of the City Attorney was a major policy-making decision, rather than a routine, non-controversial matter. Zugg cited Iowa Code § 21.1, which states that the purpose of Chapter 21's open meetings requirements is to provide for public insight into the "basis and rationale of governmental decisions." Zugg asserts that the two issues should have been included as regular discussion items, with adequate public discussion and an open hiring process beforehand to promote transparency.

Applicable Law

"*Meeting*" means a gathering in person or by electronic means, formal or informal, of a majority of the members of a governmental body where there is deliberation or action upon any matter within the scope of the governmental body's policy-making duties. Meetings shall not include a gathering of members of a governmental body for purely ministerial or social purposes when there is no discussion of policy or no intent to avoid the purposes of this chapter." Iowa Code § 21.2(2).

"Meetings of governmental bodies shall be preceded by public notice as provided in section 21.4 and shall be held in open session unless closed sessions are expressly permitted by law. Except as provided in section 21.5, all actions and discussions at meetings of governmental bodies, whether formal or informal, shall be conducted and executed in open session." Iowa Code § 21.3(1).

Analysis

While Chapter 21 is intended to promote transparency into the government's decision-making process, the statute only imposes requirements in relation to meetings of governmental bodies, as those terms are defined in Iowa Code § 21.2. For any meeting, there must be 1) a gathering of members of a governmental body subject to Chapter 21, in which 2) a majority of the body's members are present, 3) members engage in action or deliberation, and 4) the deliberation or action is on a matter within the scope of the body's policy-making duties, as opposed to purely ministerial or social purposes. Iowa Code § 21.2(2).

Because the city council qualifies as a governmental body pursuant to Iowa Code § 21.2(1), any deliberation between a majority of council members on the replacement of the City Attorney would have constituted a meeting subject to the requirements of Chapter 21. In this case, there is no allegation that this type of discussion occurred. Rather, it appears that tentative arrangements were made between the city administrator and the new law firm, and those arrangements were formally approved by the City with a vote in open session during the October 6 meeting.

Nothing in Chapter 21 requires a governmental body to discuss an issue before it is voted on, so long as any discussion which *does* occur follows open meetings requirements and the vote itself is taken with proper notice in open session. Likewise, Chapter 21 does not impose any restrictions

on what may or may not be included in a consent agenda, except that consent agendas must still “sufficiently apprise[] the public and g[i]ve full opportunity for public knowledge and participation.” See *KCOB/KLVN, Inc. v. Jasper Cnty. Bd. of Sup’rs*, 473 N.W.2d 171, 173 (1991). Here, the October 6 agenda provided sufficient information to apprise the public that the City would be voting to replace its City Attorney following her resignation.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

The complaint does not allege that the City held an improper meeting outside of open session to discuss the appointment of its new City Attorney, and the notice provided in the October 6 agenda was sufficient to apprise the public of the action taken. Because Chapter 21 does not impose a minimum standard for discussion, the use of a consent agenda to approve this resolution does not present a potential violation with IPIB’s jurisdiction on facial review.

IT IS SO ORDERED: Formal complaint 25FC:0147 is dismissed as it is legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on November 20, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Agency Counsel,


Alexander Lee, J.D.

CERTIFICATE OF MAILING

This document was sent on November 14, 2025, to:

Jacquelynn Zugg, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0163
Curtis Rickets, Complainant	Dismissal Order
And Concerning:	
Jane Rosien, City of Winterset City Attorney, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On October 30, 2025, Curtis Rickets filed formal complaint 25FC:0163 alleging the Jane Rosien, the City of Winterset City Attorney, violated Iowa Code chapter 22.

Facts

Mr. Rickets alleges that Jane Rosien, the Winterset City Attorney, operates under her private practice email while being employed as the city attorney. Mr. Rickets asserts that Ms. Rosien uses her non-city-domain email account to conduct official municipal business and to receive resident communications. Mr. Rickets alleges that residents who attempted to raise concerns through that private email account of Mr. Rosien have been blocked or had their communications ignored. Mr. Rickets asserts that by Ms. Rosien conducting public business through a private channel and restricting resident access she has made it difficult for the public to have access to records operating through her email. Mr. Rickets provides that Ms. Rosien is aware of Iowa Code Chapter 22 as she she referred to the Iowa Code Chapter 22 at the Winterset City Council meeting on October 6, 2025.

Applicable Law

“Upon receipt of a complaint alleging a violation of chapter ... 22, the board shall do either of the following:

Determine that, on its face, the complaint is within the board’s jurisdiction, appears legally sufficient, and could have merit. In such a case the board shall accept the complaint, and shall notify the parties of that fact in writing.

Determine that, on its face, the complaint is outside its jurisdiction, is legally insufficient, is

frivolous, is without merit, involves harmless error, or relates to a specific incident that has previously been finally disposed of on its merits by the board or a court. In such a case the board shall decline to accept the complaint. If the board refuses to accept a complaint, the board shall provide the complainant with a written order explaining its reasons for the action.” Iowa Code § 23.8.

Analysis

Mr. Ricketts alleges the city attorney, Ms. Rosien, has acted improper by using a private email address while conducting governmental body business. Mr. Ricketts does not provide any instances of a records requests being denied or produced. While discourage by IPIB, a public official is allowed to conduct governmental body business on private email. This does not preclude the responsibility of the public official to produce any public records created on the private email address, but that is not at issue in complaint. Mr. Ricketts' public official employee conduct complaint is outside of the jurisdiction of IPIB to investigate. Therefore, this complaint must be dismissed.

Conclusion

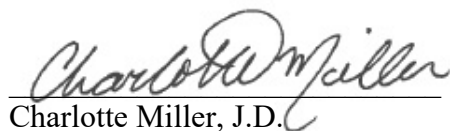
Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

The facts alleged are outside IPIB’s jurisdiction to review.

IT IS SO ORDERED: Formal complaint 25FC:0163 is dismissed as it is legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule FC:497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on July 17, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director



Charlotte Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on November 14, 2025, to:

Curtis Ricketts

The Iowa Public Information Board

In re the Matter of:

Heather Nejedly, Complainant

And Concerning:

City of Pisgah, Respondent

Case Number: 25FC:0172

Dismissal Order

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On November 2, 2025, Heather Nejedly filed formal complaint 25FC:0072, alleging a City of Pisgah council member violated Iowa Code Chapter 22.

Facts

The Complainant alleges that on October 10, 2025, a city council member publicly posted information found within a city hall employee personnel file on a Facebook group. The Complainant alleges that the public posting of the information is a violation of Chapter 22.

Applicable Law

“Once a party seeking judicial enforcement of this chapter demonstrates to the court that the defendant is subject to the requirements of this chapter, that the records in question are government records, and that the defendant refused to make those government records available for examination and copying by the plaintiff, the burden of going forward shall be on the defendant to demonstrate compliance with the requirements of this chapter.” Iowa Code § 22.10(2).

Analysis

The complaint asks this Board to find that a violation of Chapter 22 occurred and engage in an enforcement action to correct an improper disclosure of a public record.

Chapter 22 only delegates enforcement power to this Board when 1) “the defendant is subject to the

requirements of this chapter, [] the records in question are government records, and []the defendant refused to make those government records available for the examination and copying by the plaintiff...” Iowa Code § 22.10(2) In this case, the Board is aware that the individual posting the information publicly *may* be subject to Chapter 22 requirements. Additionally, the records of government employees are also likely government records within the meaning of Chapter 22. However, there is no allegation that a covered entity *failed* to produce a public record as required by Chapter 22. Therefore, the subject matter alleged here is outside the Board’s jurisdiction. IPIB has no authority to enforce other areas of the law that may govern unlawful or improper disclosure of confidential information.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Chapter 22 does not confer enforcement authority to the IPIB to address alleged violations confidentiality laws. IPIB’s enforcement authority under Chapter 22 is limited to circumstances in which a public record was not lawfully produced to a member of the public.

IT IS SO ORDERED: Formal complaint 25FC:0172 is dismissed as outside IPIB’s jurisdiction and legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on June 19, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Heather Nejedly, Complainant

The Iowa Public Information Board

In re the Matter of:

Todd Noah, Complainant

And Concerning:

City of Pisgah, Respondent

Case Number: 25FC:0173

Dismissal Order

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On November 3, 2025, Todd Noah filed formal complaint 25FC:0073, alleging a City of Pisgah council member violated Iowa Code Chapter 22.

Facts

The Complainant alleges that on October 10, 2025, somebody rummaged through personnel files at Pisgah city hall. The Complainant also alleges that around the same time, a city council member publicly posted information found within a city hall employee personnel file on the internet. The Complainant alleges that the public posting of the information is a violation of Chapter 22.

Applicable Law

“Once a party seeking judicial enforcement of this chapter demonstrates to the court that the defendant is subject to the requirements of this chapter, that the records in question are government records, and that the defendant refused to make those government records available for examination and copying by the plaintiff, the burden of going forward shall be on the defendant to demonstrate compliance with the requirements of this chapter.” Iowa Code § 22.10(2).

Analysis

The complaint asks this Board to find that a violation of Chapter 22 occurred and engage in an enforcement action to correct an improper disclosure of a public record.

Chapter 22 only delegates enforcement power to this Board when 1) “the defendant is subject to the

requirements of this chapter, [] the records in question are government records, and [] the defendant refused to make those government records available for the examination and copying by the plaintiff...” Iowa Code § 22.10(2) In this case, the Board is aware that the individual posting the information publicly *may* be subject to Chapter 22 requirements. Additionally, the records of government employees are also likely government records within the meaning of Chapter 22. However, there is no allegation that a covered entity *failed* to produce a public record as required by Chapter 22. Therefore, the subject matter alleged here is outside the Board’s jurisdiction. IPIB has no authority to enforce other areas of the law that may govern unlawful or improper disclosure of confidential information.

Conclusion

Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

Chapter 22 does not confer enforcement authority to the IPIB to address alleged violations confidentiality laws. IPIB’s enforcement authority under Chapter 22 is limited to circumstances in which a public record was not lawfully produced to a member of the public.

IT IS SO ORDERED: Formal complaint 25FC:0173 is dismissed as outside IPIB’s jurisdiction and legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on November 20, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director

CERTIFICATE OF MAILING

This document was sent on November 13, 2025, to:

Todd Noah, Complainant

The Iowa Public Information Board

In re the Matter of:	Case Number: 25FC:0156
Raymond White, Complainant	Dismissal Order
And Concerning:	
Pleasant Grove Township Trustees, Aaron DeMoss, Aubrey Burress, and Blake Hilsabeck, Respondent	

COMES NOW, Charlotte Miller, Executive Director for the Iowa Public Information Board (IPIB), and enters this Dismissal Order:

On October 12, 2025, Raymond White filed formal complaint 25FC:0156, alleging that Pleasant Grove Township Board of Trustees violated Iowa Code Chapters 21 and 22.

Facts

White filed a complaint with IPIB after the Pleasant Grove Township Meeting on September 9, 2025 in which the Board of Trustees of the Township appointed a third Trustee, replacing the previous third trustee that resigned, and entering into closed session to discuss pending litigation. Mr. White, the elected Township Clerk, historically has drafted the minutes and agenda for open meetings held. Mr. White requested the recording of the closed session to create minutes but was denied. Minutes for the closed session were created by another party and Mr. White drafted the minutes for the open meeting held on September 9. Mr. White alleges his duties as township clerk are being taken from him with no choice in the matter.

Applicable Law

“Upon receipt of a complaint alleging a violation of chapter 21 or 22, the board shall do either of the following:

Determine that, on its face, the complaint is within the board’s jurisdiction, appears legally sufficient, and could have merit. In such a case the board shall accept the complaint, and shall notify the parties of that fact in writing.

Determine that, on its face, the complaint is outside its jurisdiction, is legally insufficient, is frivolous, is without merit, involves harmless error, or relates to a specific incident that has

previously been finally disposed of on its merits by the board or a court. In such a case the board shall decline to accept the complaint. If the board refuses to accept a complaint, the board shall provide the complainant with a written order explaining its reasons for the action.” Iowa Code § 23.8.

Analysis

White alleges that his duties have been wrongfully taken away from him. This complaint relates to the specific job duties of an elected official involving the creation of the minutes and an agenda of meeting, not the records themselves. Mr. White does not allege that the meeting was held improperly, that the minutes themselves are improper, or that he was denied requested public records. Mr. White's allegations of job duties of a Township Clerk are outside of the jurisdiction of IPIB to investigate. Therefore, this complaint is dismissed.

Conclusion

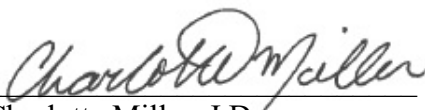
Iowa Code § 23.8 requires that a complaint be within the IPIB’s jurisdiction, appear legally sufficient, and have merit before the IPIB accepts a complaint. Following a review of the allegations on their face, it is found that this complaint does not meet those requirements.

The facts alleged are outside IPIB’s jurisdiction to review.

IT IS SO ORDERED: Formal complaint 25FC:0156 is dismissed as it is legally insufficient pursuant to Iowa Code § 23.8(2) and Iowa Administrative Rule 497-2.1(2)(b).

Pursuant to Iowa Administrative Rule 497-2.1(3), the IPIB may “delegate acceptance or dismissal of a complaint to the executive director, subject to review by the board.” The IPIB will review this Order on November 20, 2025. Pursuant to IPIB rule 497-2.1(4), the parties will be notified in writing of its decision.

By the IPIB Executive Director


Charlotte Miller, J.D.

CERTIFICATE OF MAILING

This document was sent on November 14, 2025, to:
Raymond White

Consent Agenda Accept Cases

As of 2025-11-18 08:30:53 Pacific Standard Time/PST • Generated by Charlotte Miller

Filtered By

Show: All cases

Units: Hours

Board Meeting Consent equals Accept

IPIB Case Number	Contact Name	Name of Entity Involved	Complaint Type	Description	Board Meeting Consent
25FC:0107	Christopher Wyant	Mayor, city clerk and 2 council members	Chapter 21	They changed time of open council meeting 24hrs prior to original time, did not fulfill posting change in time to public correctly, did not mention reason for change in minutes of meeting. Did not have information posted on venue of meeting (community center).	Accept
25FC:0117	Gary Clear	East Union Community School District Board of Education	Chapter 21	Board meeting was scheduled for Aug. 18, 2025. No agenda was posted on the website, or at the school. On the morning of Aug 18th Kristie requested the agenda, link for the agenda was sent. An hour later an email was sent to Kristie stating the meeting would be changed to Aug 25, 2025 after she reminded Superintendent of open meeting laws. At the Aug 25 meeting there was #8 agenda item, that involved the recommendation by Superintendent Keuhl to hire Ben Clear. At that time every member of the board sat in silence. There was no discussion or motion. If there was no formal discussion and no motion at all that seems indicative that there was prior discussion to this meeting that occurred outside of the board meeting. It seems weird that there was not any discussion unless it was discussed prior. On 8-27-25 Olivia Eckels Peters, daughter of board member Carol Eckles, posted on the school social media page proper steps were not taken for hiring. Did Eckels discuss hire with Peter. Complaint to the Iowa Public Information Board	Accept
25FC:0123	Jack Elder	City of Lake City, Iowa	Chapter 22	I am filing this complaint under Iowa Code Chapter 22 concerning the City of Lake City's refusal to provide records related to property transfers and compliance with development requirements. The City of Lake City has transferred certain properties to private individuals or entities under agreements that include contractual obligations, such as constructing improvements of a specified value within a fixed time period (for example, building a structure valued at \$150,000 within three years). I submitted requests for records showing whether these development requirements have been met, including: - Property transfer agreements or contracts, - Records of compliance monitoring, progress reports, or inspections, and - Records of enforcement actions or penalties for noncompliance. The City Attorney has failed to provide these records and instead has demanded excessive fees and review procedures that effectively block access. Fee	Accept

25FC:0124	Jack Elder	City of Lake City, Iowa	Chapter 22	Complaint to the Iowa Public Information Board I am filing this complaint under Iowa Code Chapter 22 concerning the refusal of Mary Laver, City Attorney for Lake City, to provide records related to a police incident in August 2024. This incident involved Lake City Police interviewing: Lynn Block, CEO of Stewart Memorial Hospital, Dr. Louis Ching, dentist at Family First Dental, and Lisa Timmerman, CEO of Family First Dental. The matter also involved conversations between the Mayor of Lake City and Family First Dental staff. I requested access to records identifying the nature of the complaint that led police to treat my lawful retrieval of personal property (an orthopedic chair) as a potential breaking and entering or theft. Attorney Laver denied my request, citing Neer v. State, 798 N.W.2d 349 (Iowa 2011). Improper Reliance on Neer v. State The City Attorney's reliance on Neer is misplaced.	Accept
25FC:0126	Don McGregor	Kossuth County Board of Supervisors	Chapter 22	[transcribed from letter:] On June 30, 2025, I sent you a complaint letter and petition regarding Drain 4 Open Ditch FEMA repair project. This petition had been presented on May 20, 2025 to the Kossuth County Board of Supervisors and had received no response. On July 21, 2025, another request for information was presented to the Kossuth County Auditor. We received no response to this request. On August 26, 2025, a public drainage hearing was held by the Kossuth County Supervisors. The supervisors provided no information to the landowners in attendance with regard to our requests. In addition, the Kossuth County Board Chairman, Carter Nath, stated that the board was not required, by law, to provide the name of the individual that prepared the handout information used in the Drainage District No. 4 informational meeting held on August 6, 2024. It has been identified that Supervisor Kyle Stecker is the contact person for FEMA documents for the county related to the DD4 project an	Accept
25FC:0127	Vince Johnson	Kossuth County board of supervisors and trustees of Drainage district DD4	Chapter 22	I requested information on FEMA reports also invoices and work orders. I have requested from a supervisor for the spreadsheet that he used to determine a \$700,000 assessment in which he is not provided it yet. Also, I have asked for the individuals names that worked on the spreadsheet which made the determination of the assessment of landowners. The FEMA documents that I am requesting are the denied DI's, work orders and invoices associated with them. Also, if those invoices have been paid, and if so, where the funds came from. There is a board member that is even holding this information from the other supervisors. And they have repeatedly requested the same information from him.	Accept
25FC:0136	Alisha Beers	City council of Pisgah and Clerk Heather	Chapter 22	When was Heather sworn into office as the clerk? What meeting and date was that? I want all receipts for the credit cards for the town, and what the products went to fix in the town that were purchased! Also, I want a receipt from the health insurance that shows the breakdown of what the town is paying for every month on Todd, since it is on his wife's insurance plan. Also, why are Todd's paychecks never on the monthly bill statement? I requested the above information on 08/19/2025 and haven't heard anything. When I ask about it at the meetings, they tell me to be more prepared, and we do not have time for this. I have called, text, and emailed and haven't heard anything from anyone.	Accept

25FC:0149	Christopher Wyant	Lewis, IA cass county CITY COUNCIL OF PISGAH AND TODD NOAH/ADMIN OF PISGAH	Chapter 22	2nd attempt to aquire public records, 1st was verbal request and was told by city attorney i had to rewrite request and give him directly. 2nd attempt was mailed in with typed out request was received the 5th of September. Called clerk and was told could not release til okay came from attorney.	Accept
25FC:0138	Carlton Beers		Chapter 22	I submitted a formal request letter to the city council of Pisgah and Todd Noah for public record information on 09/05/2025, and haven't heard anything from them. They will not let me or anyone, for that matter, be on the agenda or open discussion at the end of the meetings to talk about this or any matter of concern.	Accept
25FC:0141	Eulando Hayes	Black Hawk County Attorney's Office	Chapter 22	Black Hawk County Attorney's Office violated Iowa Code Chapter 22 by failing to fully respond to public records request for traffic citation discovery materials needed to prepare defense. Initial request sent 9/9/2025 via email/certified mail received only partial response 9/17/2025. Follow-up sent 9/24/2025 remains unanswered. Outstanding records include radar device specifications, calibration records, maintenance logs, tuning fork certificates, manufacturer manuals, internal test results, distance measurements, Officer Shaw's radar training/certification records, continuing education documentation. Office provided incomplete disclosure without citing legal exemptions, denying access to materials essential for citation defense preparation.	Accept
25FC:0142	Eulando Hayes	Waterloo Police Department	Chapter 22	WPD improperly denied FOIA request for Officer Cheyenne Shaw's (I.D. No. 53849) supervisor audit records under personnel exemption. I requested mandatory monthly video audits (Policy 431.4) and bias reviews (Policy 401.5). WPD first said records were "N/A," then claimed personnel exemption. This violates Iowa Code § 22.7(11) as compliance audits aren't "personal information" and serve public oversight. WPD's shifting explanations suggest either policy non-compliance or improper denial to conceal supervisory violations. Statistical analysis of Shaw's 703 stops shows systematic bias patterns requiring transparent oversight.	Accept
25FC:0139	Ronald May	Iowa Board of Parole	Chapter 22	On August 13, 2025, I made a lawful written request for records from the Iowa Board of Parole pursuant to the Iowa Open Records Act, Iowa Code § 22.4(2) and the Iowa Administrative Code 205-5.3(3) and 205-5.10(1). I have attached that written request hereto. As of the date of this complaint, the Iowa Board of Parole has not responded to this request in any form. Complainant is asking that the Iowa Public Information Board informally assist in getting the Respondent to comply with, or adjudicate the Respondent to be in violation of the Iowa Open Records Act, and compel the Iowa Board of Parole to comply with Complainant's lawful request.	Accept
25FC:0143	Brandon Talsma	Jasper County Conservation	Chapter 21	Special meeting was held on August 25th. No notification was sent to local media. Additionally even the list of recipients included on the meeting notification was and extremely "controlled" group. Jasper County Conservation also posted the meeting notification for the special meeting held on August 25th on a bulletin board in a locked building after 4:30PM on Friday, August 22nd. Upon further inquiry the local news paper (Newton Daily News) has never received anything dealing with meetings, agendas or minutes from Jasper County Conservation for quite some time. The Jasper County Conservation Board has not been following Iowa Code Chapter 21 or the intent of Iowa Code Chapter 21. I would like the Iowa Public Information Board to formally investigate the Jasper County Conservation Boards for violation of Open Meeting laws, publication requirements and lack of fulfilling the intent of Iowa Code Chapter 21.	Accept
25FC:0152	Justin Williams	Atlantic Community School District	Chapter 22	I submitted a formal request for records to both the Atlantic School District Board Secretary and the School Board President. This was dated on September 3rd, 2025. This is information that should have been readily available. Here is part of the letter I submitted: Dear Lisa Jones, Under the Iowa Open Records Law § 22.1 et seq., I am requesting an opportunity to inspect and obtain copies of public records in regards to the Proposed Field House addition to the Atlantic High School. Please provide me with conceptual drawings, all financial estimates using SAVE funds, all architectural estimates, and correspondence regarding the field house. I am seeking a detailed summary of ALL items related to the proposed field house addition to the Atlantic High School. If there are any fees for searching or copying these records, please inform me if the cost will exceed \$ ____ 50.00 _____. However, I would also like to request a waiver of all fees as the disclosure of the requested informatio	Accept
25FC:0153	Michael Merritt	Iowa Attorney General's Office	Chapter 22	Failure to release an email public record, including the email address of Iowa Attorney General Brenna Bird. This record was sought in connection with a request for emails showing the Iowa Attorney General's Office's involvement in actions by former IPIB Executive Director Erika Eckley. The correspondence in question relates to alleged violations of Iowa Code Chapter 216, involving the Iowa Department of Public Safety, the Office of the Chief Information Officer, and the Iowa Attorney General's Office. The matter also concerns former Deputy Attorney General and IPIB Chair Julie Pottorff (See: https://io.phoenixharbor.net/public/grid/OD960dOh8sc-aKmQXaFSLmFuIXU4JNn0fEUZK4xT0po), and numerous entities involved in representing government interests.	Accept

25FC:0154	Iowa Pulse	Des Moines Public Schools (DMPS)	Chapter 22	Dear Iowa Public Information Board, On behalf of Iowa Pulse, I am submitting a formal open-records complaint against the Des Moines Public Schools (DMPS) under Iowa Code Chapter 23. This complaint concerns the district's refusal to release background, verification, and eligibility materials related to the hiring of former Superintendent Dr. Ian Andre Roberts. Despite multiple written requests, DMPS withheld these documents by citing Iowa Code §§22.7(18) and 22.7(11), and by referencing an "ongoing federal investigation." We believe these exemptions were misapplied. DMPS is not a law enforcement agency and lacks standing to claim §22.7(5). Even if a federal investigation exists, Iowa law still requires the district to identify the precise agency involved, cite the specific exemption relied upon, and release all reasonably segregable non-confidential portions of the records as required under §22.8(4)(d). Requested Action:	Accept
25FC:0155	Paullina Resident	Paullina City Council Paullina Personnel Board	Chapter 21	Recently, an applicant for their Police Chief position was informed over text message that the city was pursuing another applicant over him. The text message was a group sent between the mayor, the applicant, the city clerk, and two additional council members that serve in the personnel board. In the text message, the mayor informs the applicant that they have extended an offer to another applicant. The idea of a job offer or speaking of the other applicant hasn't yet been spoken of in a city council meeting, which tells me either a majority vote did not occur to offer this person a position, and / or a walking quorum was held amongst the council members on making this decision, which also raises issue. I would like to formally request a further review of the Personnel Board's process and its structure, specifically regarding why the hiring decision was not presented to the City Council for discussion or approval. It appears that both applicants were not brought before the Council,	Accept
25FC:0161	Melissa Smith	Hamburg city hall	Chapter 21	Regular scheduled council meeting on Oct. 13, 2025. The mayor introduced the new city clerk. I had no idea of the hiring, was not contacted about meeting. On Oct. 14, 2025 emailed council members asking when meeting was hiring a new city clerk. Rod said it was the Oct. 8, 2025, Mike said it was the Monday Oct. 6, 2025 and he doesn't know why I wasn't aware of it. William said Harry called him Friday Oct. 3, 2025 to discuss meeting for the 6th. He said Harry indicated to him he was calling all city council members regarding meeting. Well I never got a call or anything stating he was having a meeting. He also did not post it 24hrs. In advance, and did not post it for the public. He never publishes meeting minutes he is just not transparent to the council or public. I have all emails and He does just as he pleases and never follows the laws. It's time he's held accountable for the way he does things.	Accept
25FC:0162	Wendy Frost	County Supervisor	Chapter 22	A FOIA request was sent to the County Supervisors On Tuesday October 21st. County Supervisor Stancil responded to said request and stated a code that indicated said information could not be shared but the State Ombudsman has instructed me to come your way as the sections cited do not prevent Supervisor Stancil from sharing said information. I am prepared to forward the email string to you. Her legal representation is Michael Boal.	Accept
25FC:0166	James Possehl	City of Parnell - city council	Chapter 21	I believe that the Parnell City Council is violating Iowa's open meetings law by deliberating, voting and having meetings via text messages. These meetings are not open to the public. Some recent examples were 1) when they discussed in text message an extension of a street and/or asphalt/chip seal the city placed on my property without my consent and 2) when they discussed and voted on selling city property via text message 30 minutes after an open meeting adjourned. I have seen screenshots of these texts from another council member who has expressed frustration. We don't think all of the non-public meetings are being documented properly in meeting minutes. There may be other examples where the city is voting and deliberating via email, text or in another manner.	Accept
25FC:0167	Jacob Hall	City of Storm Lake	Chapter 22	I submitted an open records request with the city of Storm Lake. I asked for records from 11 city employees. The city responded they use an IT company to get the records and the request would result in 2.5 hours of work and cost \$375. That's a job or task that would equate out to more than \$300,000 per year. That doesn't seem reasonable. I scaled my request in half -- asking for records from 6 employee email accounts. I was told it would still take 2.5 hours of work and still cost \$375. That made no sense to me. I asked the city manager and she encouraged me to request the city council waive fees. I did. The council rejected my request. During meeting, IT person said whether I asked for emails from 1 employee or 100, it would take the same amount of time and cost the same. This makes no sense. I am including the conversation from the council meeting. IT rep said query takes 10-15 min to run the search. IT rep said he analyzes info. Link: https://www.youtube.com/watch?v=8FY6EC5MumI	Accept

25FC:0171	David Kakavand Kordi	University of Iowa Office of Transparency 351 Plaza Centre One Iowa City, IA 52242	Chapter 22	On 10/30/2025, I submitted a public records request to the University of Iowa Office of Transparency via e-mail seeking records related to a University of Iowa Police Department officer involved in a traffic stop. As of today, more than 20 days have passed with no acknowledgment or response from the University. I also left a voicemail follow-up with no reply on 10/30/2025. The University has failed to provide the requested records or explain any delay, which constitutes an unreasonable and unlawful failure to respond under Iowa Code Chapter 22, specifically §22.8(4)(d).	Accept
25FC:0159	Ashley Richards	North Liberty Police Department Records Division	Chapter 22	On October 18, 2025, I submitted a formal request under Iowa's Open Records Act to the North Liberty Police Department Records Division. My request sought: The original, unaltered audio recording of the September 18, 2025 interview of my daughter, Silver Henry, conducted by Lt. Rueben Ross (Case No. N25000516). A complete list of questions posed during the interview. Any notes, reports, or supplemental documentation generated from the interview. On October 21, 2025, I received a denial from City Attorney Grant Lientz, citing Iowa Code §§ 22.7(5) and 622.11. The denial withheld the entirety of the requested materials without providing a description of responsive records, a record-by-record exemption analysis, or any attempt to release non-exempt portions. Basis for Complaint Overbroad Withholding: Iowa Code § 22.7(5) exempts "peace officers' investigative reports," but courts have held that	Accept
25FC:0169	Dale Alison	Des Moines County Board of Supervisors	Chapter 21	The Des Moines County Board of Supervisors adjourned to closed session Sept. 9 to discuss the disposal of the former public health building. Upon reconvening into open session, the board announced it had set a minimum price for the property of \$125,000 and would accept sealed bids at a yet-to-be determined date. As a minimum price was established and those interested in the property would have to submit sealed bids, I do not believe the standard outlined in Chapter 21.5 (j) regarding negatively affecting the value of that property was met and don't believe there was anything discussed behind closed doors that couldn't be talked about in open session. Through the assistant county attorney, the board has said it doesn't believe a violation occurred, but has not provided a specific reason for its decision. As the county attorney said there has been no case law established on this portion of the code. <i>This seems to be an opportunity to clear that up, hopefully on the side of openness.</i>	Accept
25FC:0174	Lance Miller	City of Marion Iowa	Chapter 21	On 10-9-2025 the Marion City Council entered into a closed meeting session for the stated reason of discussing pending litigation concerning the discontinuation of insurance benefits for retired disabled employees. I have been involved in discussion with the City of Marion on this topic since May 2025. Litigation concerning this topic has never been threatened and has not been filed. I believe the City of Marion entered into closed session under false pretenses.	Accept
25FC:0176	Mikayla Simpson	Madison County Board of Supervisors	Chapter 22	I submitted 2 different records requests for email communications from Supervisor Stancil on October 24, 2025, to which she partially fulfilled. She stated the remainder requires legal review for confidentiality. She estimated .2 hours for review on one, and .5 hours for review on another, and is requiring \$305 an hour for the review from outside counsel. The County Attorney said that the first .5 hours are free and the county is required to make every reasonable effort to process record requests free of charge. He has always reviewed record requests for confidentiality, and said he is happy to review the communications, but Supervisor Stancil is not allowing him to. There has never been this problem with the county before. The communication I requested was also to email the public, not another employee. My worries are why would legally confidential information be sent to members of the public, and is the BOS allowed to use a \$305/hr fee barrier to avoid fulfilling records requests?	Accept
Total	26				

				On October 18, 2025, I submitted a formal request under Iowa's Open Records Act to the North Liberty Police Department Records Division. My request sought: The original, unaltered audio recording of the September 18, 2025 interview of my daughter, Silver Henry, conducted by Lt. Rueben Ross (Case No. N25000516). A complete list of questions posed during the interview. Any notes, reports, or supplemental documentation generated from the interview. On October 21, 2025, I received a denial from City Attorney Grant Lientz, citing Iowa Code §§ 22.7(5) and 622.11. The denial withheld the entirety of the requested materials without providing a description of responsive records, a record-by-record exemption analysis, or any attempt to release non-exempt portions. Basis for Complaint Overbroad Withholding: Iowa Code § 22.7(5) exempts "peace officers' investigative reports," but courts have held that exemptions must be narrowly construed. Non-exempt portions (such as metadata, tim	
25FC:0159	Ashley Richards	North Liberty Police Department Records Division	Chapter 22		Accept
25FC:0169	Dale Alison	Des Moines County Board of Supervisors	Chapter 21	The Des Moines County Board of Supervisors adjourned to closed session Sept. 9 to discuss the disposal of the former public health building. Upon reconvening into open session, the board announced it had set a minimum price for the property of \$125,000 and would accept sealed bids at a yet-to-be determined date. As a minimum price was established and those interested in the property would have to submit sealed bids, I do not believe the standard outlined in Chapter 21.5 (j) regarding negatively affecting the value of that property was met and don't believe there was anything discussed behind closed doors that couldn't be talked about in open session. Through the assistant county attorney, the board has said it doesn't believe a violation occurred, but has not provided a specific reason for its decision. As the county attorney said there has been no case law established on this portion of the code. This seems to be an opportunity to clear that up, hopefully on the side of openness On 10-9-2025 the Marion City Council entered into a closed meeting session for the stated reason of discussing pending litigation concerning the discontinuation of insurance benefits for retired disabled employees. I have been involved in discussion with the City of Marion on this topic since May 2025. Litigation concerning this topic has never been threatened and has not been filed. I believe the City of Marion entered into closed session under false pretenses.	Accept
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Total		34			



Lee, Alexander <alexander.lee@iowa.gov>

Follow-Up on 25FC:0097

Eyes Off Cedar Rapids <eyesoffcr@proton.me>

Sun, Nov 2, 2025 at 2:02 PM

To: "Lee, Alexander" <alexander.lee@iowa.gov>

Just consider our cases closed please. After even more cities started ignoring our public records requests, we've basically given up. Flock won.

Its clear that a single individual doesn't have the time or resources or time to deal with how often public records laws are violated.

Sent with [Proton Mail](#) secure email.

[Quoted text hidden]



Lee, Alexander <alexander.lee@iowa.gov>

Notice of New IPIB Complaint (25FC:0103)

Charlie Comfort <charlie.comfort@gmail.com>

Thu, Oct 9, 2025 at 10:29 PM

To: "Lee, Alexander" <alexander.lee@iowa.gov>

Cc: Rachel Fritz <rfritz@ahlerslaw.com>, Miriam Van Heukelem <mvanheukelem@ahlerslaw.com>

Mr. Lee:

I am responding all per your request.

Please consider this my notification that I am withdrawing my complaint 25FC:0103 for unreasonable delay on the basis that the district has now responded and turned over to me the records requested.

Please note that in withdrawing this complaint, I do not waive any potential future timely claims around other issues, including improper redactions/withholding of records.

Best,

Charlie Comfort

On Tue, Oct 7, 2025 at 3:36 PM Lee, Alexander <alexander.lee@iowa.gov> wrote:

[Quoted text hidden]

Re: IPIB Case# 25FC:0107 ; 25FC:0149 - Follow Up

1 message

Chris wyant <cwyant1977@gmail.com>

Wed, Oct 15, 2025 at 10:00 AM

To: "Flege, Charissa" <charissa.flege@iowa.gov>

Cc: David Wiederstein <david@southwestiowalaw.com>, ckjahnke@msn.com

If there is anyway to close these complaints I would appreciate it. If I need to do anything to help close complaints please let me know.

On Mon, Oct 13, 2025, 12:23 PM Flege, Charissa <charissa.flege@iowa.gov> wrote:

Good Afternoon,

According to the information provided to me thus far:

- A request was made via certified letter, mailed on August 27, 2025, for the following information:
 - 36 months of meeting minutes
 - Various city assets
 - Information about city main sewer maintenance
 - Information about public street maintenance
- Mr. Wyant confirms that he received records in response to his request from both the clerk and an attorney for the city.
- According to the city, the public notice for the council meeting in question was posted 24 hours in advance in three separate locations, including city hall.

Mr. Wyant - Can you confirm whether you have received the full record for the request mailed on August 27?

Mr. Jahnke - Are you able to provide a statement from someone that can confirm the date, time and location of the posting of the city council meeting in question?

Mr. Wiederstein - Can you confirm which of the records you provided to Mr. Wyant?

Please "reply all" on your responses. Our investigations are public record and it prevents me from having to duplicate responses to all parties.

Sincerely,



Charissa Flege, J.D.

Deputy Director

Iowa Public Information Board (IPIB)

[510 E 12th Street](#)

Jessie M. Parker Building, East

Des Moines, Iowa 50319

(515) 393-7664

charissa.flege@iowa.gov

www.ipib.iowa.gov



Lee, Alexander <alexander.lee@iowa.gov>

Receipt of New IPIB Complaint (25FC:0145)

Morrison <jazminrmorrison@gmail.com>
To: "Lee, Alexander" <alexander.lee@iowa.gov>

Fri, Oct 10, 2025 at 2:13 PM

Hi Alexander,

Thank you for taking the time to review my submission and for clarifying the limitations under the 60-day statute. I understand that some of the events I described may fall outside your jurisdictional timeframe, which may result in the matter appearing compliant from a procedural standpoint — even though the underlying actions themselves did not fully align with the transparency requirements outlined in Chapter 21.

I'm not requesting a formal review of the complaint at this time. After clarifying a few points and considering the overall process, I plan to continue monitoring future board actions — including the next Director evaluation — and will follow up if similar issues occur within the applicable timeframe.

I hope the documentation I have provided so far, if a pattern emerges, can be referenced in the future solely to illustrate intent or history surrounding the matter. Any future submission I make, if warranted, will include new supporting documentation relevant to that specific event.

I appreciate your time, professionalism, and the context you provided regarding how IPIB interprets and encourages transparency standards.

— Jazmin Morrison

[Quoted text hidden]

Lee, Alexander <alexander.lee@iowa.gov>

Fwd: Special Education FOIA

Matt Rollinger <mattrollinger@yahoo.com>
To: Alexander Lee <alexander.lee@iowa.gov>

Mon, Oct 27, 2025 at 10:12 PM

Mr. Lee,

Thank you for reaching out. With that particular complaint, I think I got what I really need.

However I have filed a few more open record requests that I am waiting on. One in particular is to the AG office. It's been a week since I put in the request with no acknowledgement. I left a voice mail today, so I'll give it a bit more time. So you might see that one coming soon. But again, it's not related to the request you are inquiring about.

I truly appreciate you following up. It's rare that it happens these days. You deserve acknowledgment of a job well done.

Best regards,

Matt Rollinger

On Oct 27, 2025, at 11:59 AM, Lee, Alexander <alexander.lee@iowa.gov> wrote:

[Quoted text hidden]

Fwd: My rights were violated by mystic iowa counsel

1 message

Flege, Charissa <charissa.flege@iowa.gov>
To: Charissa Flege <charissa.flege@iowa.gov>

Mon, Nov 17, 2025 at 10:25 AM

----- Forwarded message -----

From: **Mike Jones** <caponey2021@yahoo.com>
Date: Thu, Nov 13, 2025 at 2:00 PM
Subject: Re: My rights were violated by mystic iowa counsel
To: <charissa.flege@iowa.gov>

Yes if you cant do anything no sense in wasting time. But do document it. Ty

Yahoo Mail: [Search](#), [Organize](#), [Conquer](#)

On Thu, Nov 13, 2025 at 1:50 PM, Flege, Charissa
<charissa.flege@iowa.gov> wrote:

Good afternoon,

Per our conversation this morning, can you confirm you are okay with me closing your IPIB complaint at this time?

Sincerely,

Charissa Flege



On Wed, Nov 12, 2025 at 5:24 PM Mike Jones <caponey2021@yahoo.com> wrote:
Perfect. Ty

Yahoo Mail: [Search](#), [Organize](#), [Conquer](#)

On Wed, Nov 12, 2025 at 4:09 PM, Flege, Charissa
<charissa.flege@iowa.gov> wrote:

Mr. Jones,

I can give you a call tomorrow morning before 10. I'll try to connect with you then and answer your questions.

Charissa Flege





Lee, Alexander <alexander.lee@iowa.gov>

Complaint With Iowa's Public Information Board (IPIB)

Michael Ayele <waac113@gmail.com>

Thu, Nov 6, 2025 at 11:04 PM

To: "Lee, Alexander" <alexander.lee@iowa.gov>

Cc: ipib@iowa.gov, charlotte.miller@iowa.gov, charissa.flege@iowa.gov, jayde.hilton@iowa.gov

As a matter of principle, I really don't like to give local and state governments in Iowa a **"rating"** or a **"marking"** because I'm not a lobbyist and I have realized a long time ago that **lobbying is not for me.**

However, you should know that I have marked the November 04th 2025 complaint I had previously filed with the Iowa Public Information Board (IPIB) as being **"above your paygrade"** to appropriately handle (based on what you have written to me). I have also marked the question I had raised in the complaint I had filed with IPIB as being **"above your paygrade"** to appropriately handle (based on what you have written to me).

Given this marking, I strongly recommend that you not publish an *"advisory opinion"* or any other *"opinion"* that mentions me by name or our correspondence with one another on the letter and spirit of Iowa's Chapter 22.2 which decrees as follows: ***"Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record."***

We have now both shared how we have both marked my complaint, right? So, please don't contact me anymore and refrain from publishing an *"advisory opinion"* or any other *"opinion"* that mentions me by name or our correspondence with one another on the letter and spirit of Iowa's Chapter 22.2 which decrees as follows: ***"Every person shall have the right to examine and copy a public record and to publish or otherwise disseminate a public record or the information contained in a public record."***

If you do publish an *"opinion,"* I ask that you have the integrity to publish my original November 04th 2025 portable document file (PDF) complaint alongside any *"advisory opinion."* I also ask that you have the integrity to publish our follow-up communications in any *"advisory opinion"* you intend to issue (if that is what you intend because I don't know what your intentions are).

For your convenience, I will hereby attach my original November 04th 2025 PDF complaint I had filed via email with IPIB.

Michael A. Ayele (a.k.a) W
Anti-Racist Human Rights Activist
Audio-Visual Media Analyst
Anti-Propaganda Journalist

P.S: I truly believe that the issues we have discussed are sensitive, so proceed with care. Also bear in mind that I don't want you to publish an *"advisory opinion"* that mentions me by name based on what we have discussed. However, I understand that the 1st (First) Amendment of the United States

Constitution applies equally to me as it does to you, so if you do publish an "*advisory opinion*," I ask that you publish my complaint separately from your "*advisory opinion*." I also ask that you publish our follow-up communication separately from any "*advisory opinion*." Finally, I ask that you not publish an "*advisory opinion*" without publishing my complaint and our follow-up communication with one another separately.

[Quoted text hidden]

4 attachments



W (AACL) Nov 04th 2025 Complaint.pdf
1377K



Bio of Jean Seberg After Defamation and Wiretap.pdf
3609K



W (AACL) Degree and Transcript (1).pdf
621K

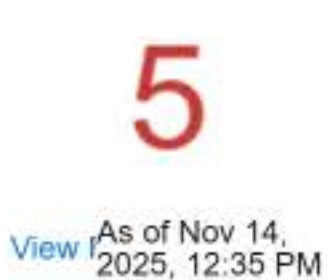


Formal Complaint (25FC_0177).pdf
1667K

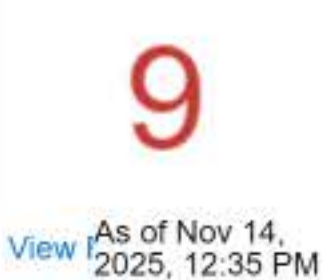
Active Cases Report



Active Questions



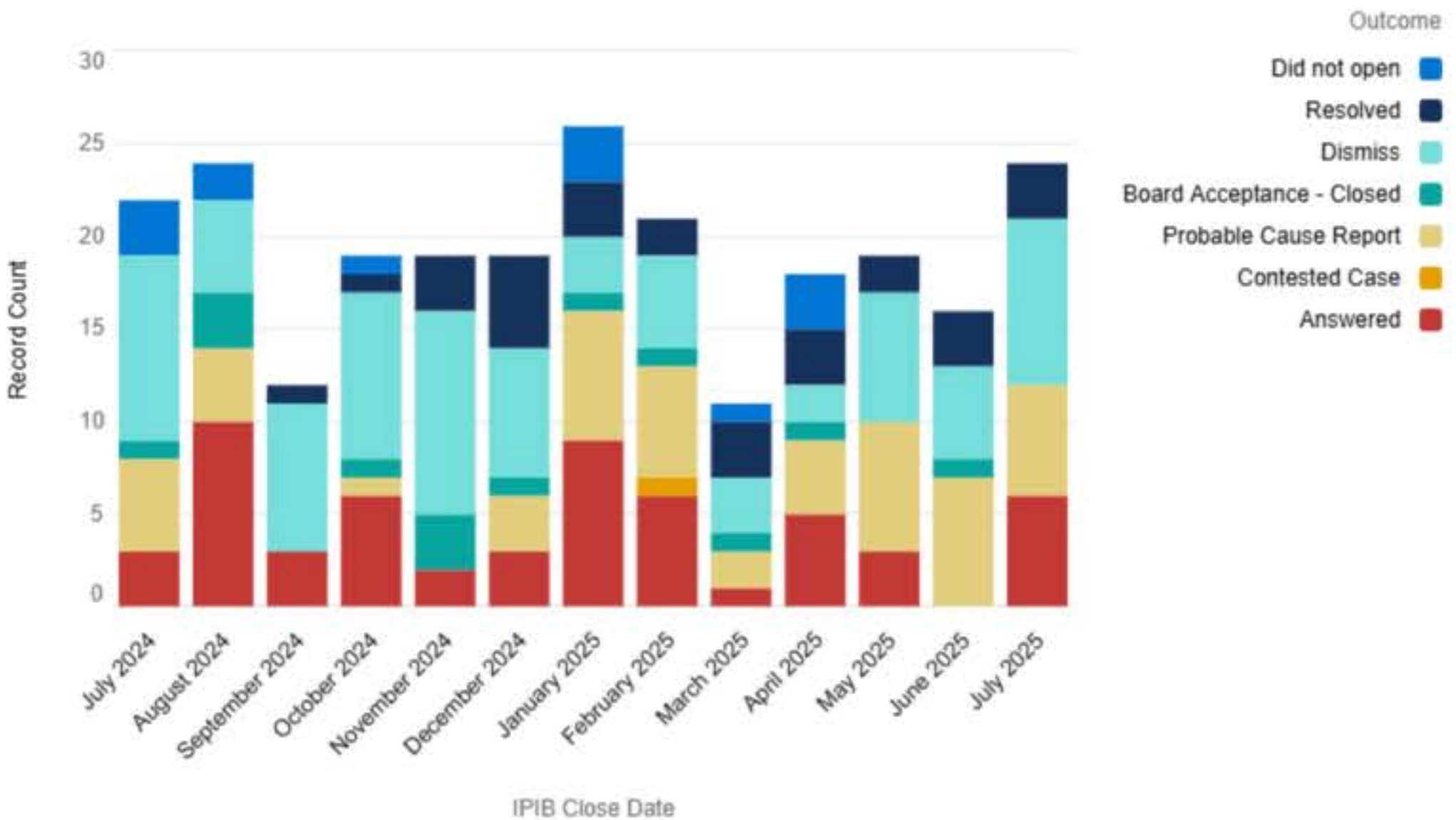
Active AO Requests



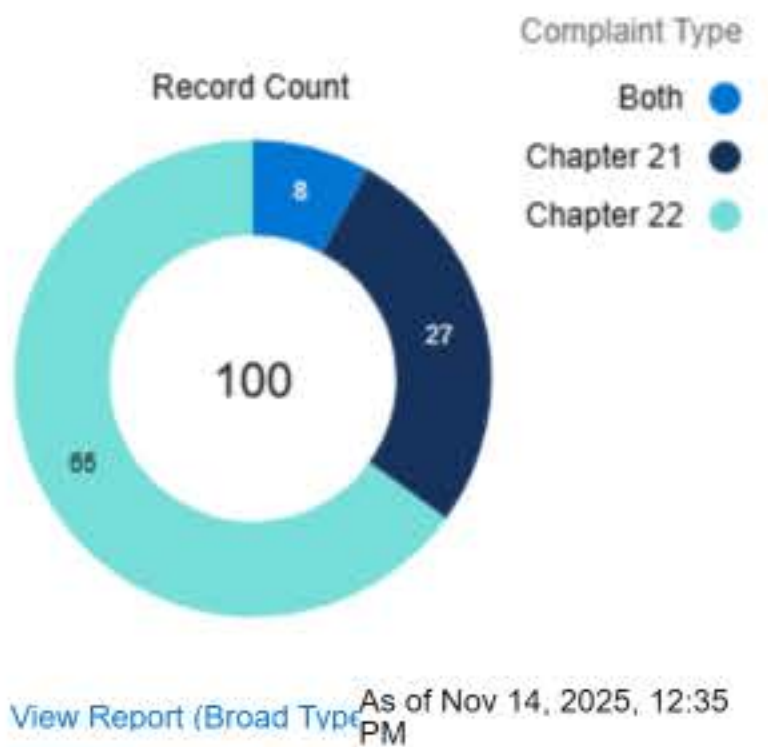
New complaints &/or question last 30 day



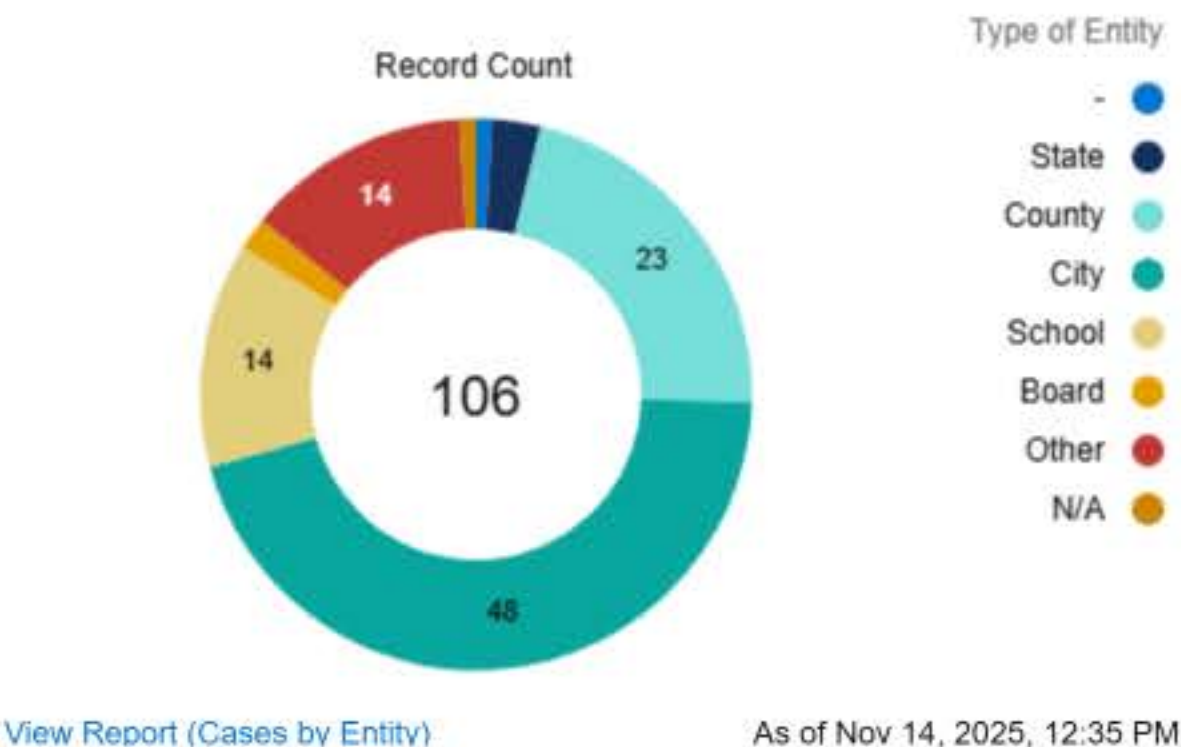
Closed cases (past 12 months)



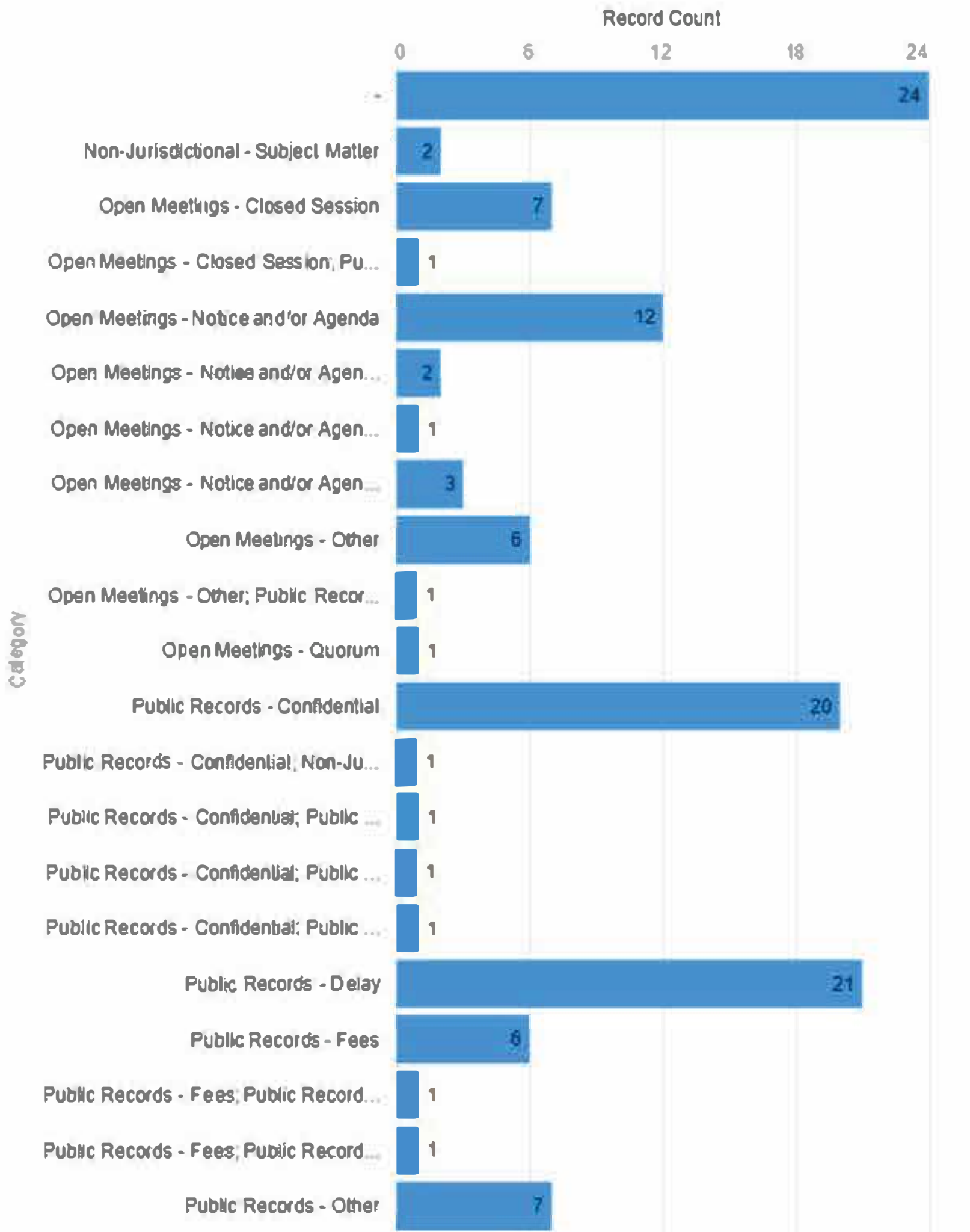
Broad Type (Filed in Current)



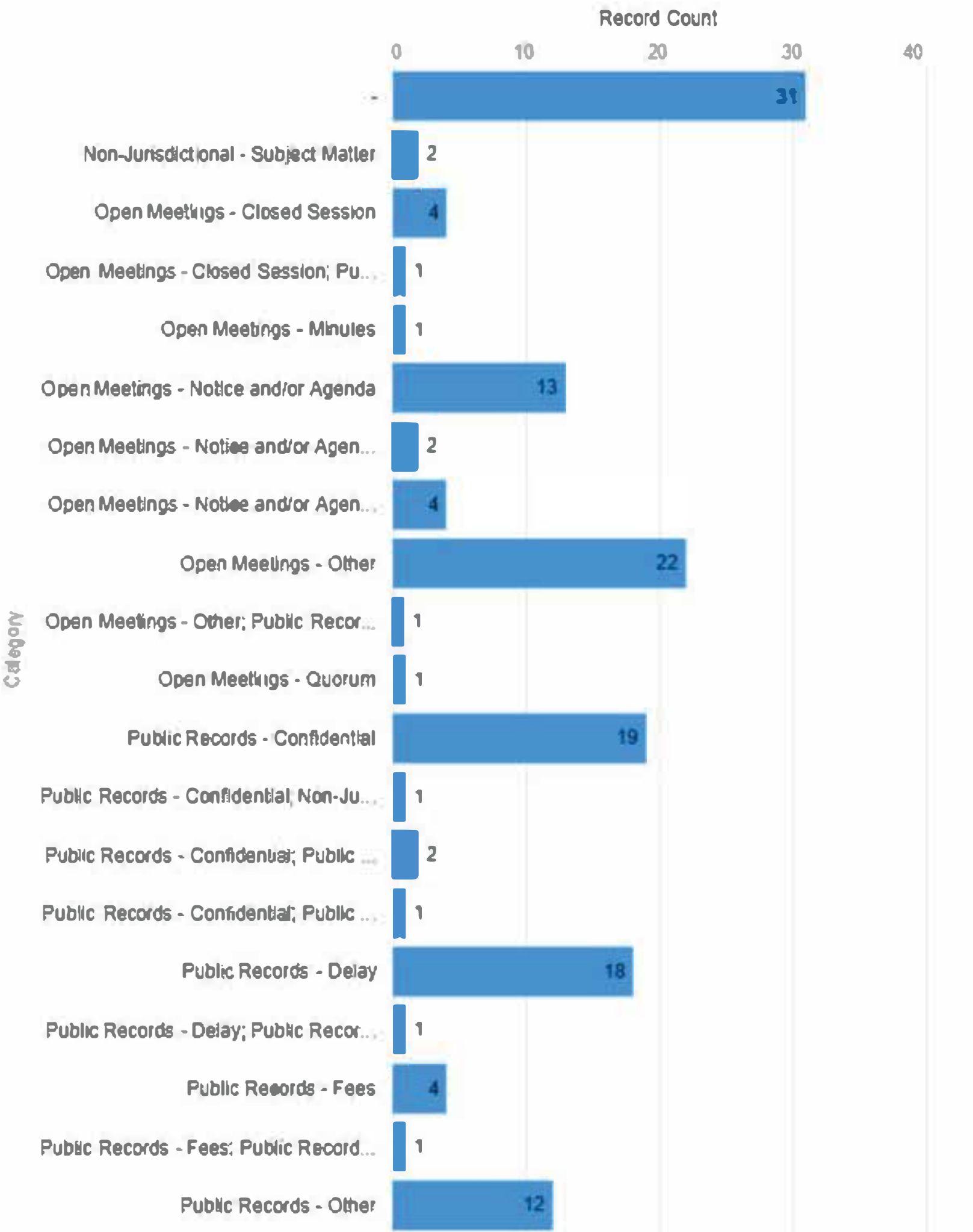
Cases by Entity



Cases by Type (Active)



Cases by Type (Filed in Current Year)



Department 592
 Iowa Public Information Board

To: Charlotte Miller
 cc: Mirela Jusic

 From: Jennifer Caldwell

 Date: November 17, 2025

 Re: **FY 2026 FINANCIAL ANALYSIS**
Period 4 - October 2025
 .

Unit	Current Cash Balance	Projected FYE Cash Balance	CB - Iowa Advantage	Difference
0P22 - General Fund	370,150.96	24,224.50		
P22T - Training and Technology	6,079.94	6,079.94		
Totals	\$ 376,230.90	\$ 30,304.44	\$ 376,230.90	\$ -

Areas to Monitor:

RED:

YELLOW:

GREEN:

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements that have been prepared are on Cash basis.
 For Fiscal 2026, September and March are "3 Payroll" months.
 Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Unit	0001	General Fund																EDas Customer Number: 1882		Budget Actual		
Sub Unit	0P22																	Percent of Year Complete 33.33%				
Approp:	Blank	FY2026																				
Obj/Rev	P22	Iowa Public Information Board																				
Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget	
		Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	Forecasted EOY	
Appropriation		467,227																	467,227			
Revenue Collected																						
401	Fees	-	-	-	45	-	-	-	-	-	-	-	-	-	-	-	-	45	-	0%	0%	
Total Revenue Collected:		-	-	-	45	-	-	-	-	-	-	-	-	-	-	-	-	45	467,227	0%	0%	Revenue Collected
Expenditures																						
101	Personal Services	15,883	19,083	25,865	23,061	27,195	27,195	27,195	27,195	40,793	27,195	27,195	27,195	11,238	-	-	83,892	326,287	329,979	25%	99%	
202	In State Travel	186	-	17	122	122	224	928	396	326	247	675	-	-	-	-	325	3,242	3,487	9%	93%	
301	Office Supplies	-	33	240	-	240	120	150	120	120	150	120	120	150	-	-	273	1,563	2,000	14%	78%	
309	Printing & Binding	-	-	-	-	61	-	-	0	-	-	-	-	-	-	-	-	61	100	0%	61%	
313	Postage	-	14	-	6	6	6	6	6	6	6	6	6	6	-	-	20	76	75	27%	102%	
401	Communications	-	-	115	-	533	187	187	187	187	187	187	187	187	-	-	115	2,141	2,240	5%	96%	
406	Outside Services	-	-	-	-	8,400	8,400	8,400	8,400	8,400	8,400	8,400	8,400	8,400	-	-	-	75,600	100,800	0%	75%	
414	Reimbursements To Other Agency	-	2,150	2,551	2,986	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	1,478	-	-	7,687	20,987	17,734	43%	118%	
416	ITD Reimbursements	-	2,247	2,410	(78)	1,220	294	294	1,220	294	294	1,220	294	294	-	-	4,578	10,003	7,371	62%	136%	
418	IT Outside Services	-	-	154	77	195	195	195	195	195	195	195	195	195	-	-	231	1,987	2,341	10%	85%	
701	Licenses	-	-	-	-	-	-	-	1,100	-	-	-	-	-	-	-	-	1,100	1,100	0%	100%	
Total Expenditures:		16,069	23,527	31,352	26,173	39,449	38,099	38,833	40,296	51,798	38,152	39,476	37,875	21,948	-	-	97,121	443,047	467,227	21%	95%	
Current Month Operations		451,158	(23,527)	(31,352)	(26,173)	(39,449)	(38,099)	(38,833)	(40,296)	(51,798)	(38,152)	(39,476)	(37,875)	(21,948)	-	-						
Cash Balance		451,158	427,631	396,279	370,151	330,702	292,604	253,771	213,474	161,676	123,523	84,048	46,173	24,225	24,225	24,225						

Footnotes:
Unit should be managed to \$0 at year end.

Revenues
401 - Charged fees for large records requests.

Expenditures
101 - Months of September and March have 3 payroll warrants written.
Temporary worker started September 2025 and Attorney 2 started 9/23 with first check posting in October.
202 - Costs include monthly board member cost traveling for meetings, misc training costs, and car rentals for staff to travel to training.
Travel is being planned with new Director. Forecasts reflect FY25 actuals.
July includes Monica McHugh special meeting costs and September reflects Alexander's travel for training costs.
301 - Costs include West Publishing Corporation for \$120/month, Ricoh Quarterly billings estimated at \$30/month and misc office supplies.
September and November reflects catchup on billings for West Publishing.
309 - November forecast is for B&W General Copy - October packet for Board.
February forecast is for share of 1099/W2 printing costs.
313 - Costs include postage charges averaging around \$6.25 per month.
401 - Invoice was going to wrong location. November reflects catch up. Discussions with management on invoice status.
406 - Forecasted amounts are for hiring of contractor to implement mandatory training per approp language.
414 - Monthly costs are located on eDAS tab - \$1,574 including Finance support costs which will vary each month.
416 - Monthly costs are located on eDAS tab - \$350 and can vary each month depending on usage for storage.
August, November, February, and May includes quarterly OCIO charges.
September includes annual google emails with credits in October for incorrect email billings.
418 - Insight bill for \$195.12 per month for current 3 employees.
701 - Forecasted amount is for annual law license renewal of \$275 per employee. This is based on FY25 actuals.

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget forecasted
		Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	EOY
	Appropriation	-																			
	Deappropriation	-																			
	BBF (T&T)	6,080																			
Expenditures																					
401	Communications	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
406	Outside Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
416	ITD Reimbursements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
503	Equipment-Non Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%	0%
Total Expenditures:		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	#DIV/0!
Current Month Operations		6,080	-	-	-	-	-	-	-	-	-	-	-	-	-	-					
Cash Balance		6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080	6,080					

Footnotes:
T&T amounts have not been given for FY26.

Expenditures

Spent FY26	-
Obligated FY26	-
Revert FY26	6,079.94
	6,079.94