



ADMINISTRATIVE RULE WAIVER REQUEST: EXTENSION OF ELIGIBLE LIST

Petitioner Name: Jason Sodders, Superintendent

Contact Information: Jason: jsodder@dhs.state.ia.us Cory: cturner@dhs.state.ia.us Jessica: jclark4@dhs.state.ia.us

Hiring Authority: Cory Turner, Division Administrator

Administrative Rule to be Waived: 11—56.5(8A) Expiration of a list.

Statement of Rule:

The expiration of a list shall be 120 calendar days following the date of issue unless otherwise approved by the director. All appointments or promotions must be reported to the director before the expiration date of the list. Effective dates of appointments or promotions must be no later than 60 days after the expiration date of the list unless otherwise authorized by the director, except that appointments or promotions “pending graduation” or “pending license” shall be allowed to be effective up to nine months following the expiration date of the list.

List the names of the persons or the description of the class known by petitioner to be affected:

The Deputy Superintendent classification for the Boys State Training School. Specifically, NeoGov job requisition number #22-03328.

Briefly describe the change requested, including the portion of the rule to be waived:

We request an exemption from the 120 calendar day expiration of the referral list to 180 calendar days. The referral list expires on September 17, 2022, and we would like to extend the expiration date to November 17, 2022. We can use the current referral list by extending the referral list and will not need to repost the position.

Justification for waiving rule (attach additional sheets, as needed):

This position (22-03328) was posted as merit covered. After the position closed (and during the 120 calendar days), there was extensive discussion about the position's merit status. Recently, it was determined that the merit status was correct as originally posted. However, we are unable to appoint or promote by the expiration of the referral list.

Department Director Signature Jessica Clark **Date** September 14, 2022

DAS-HRE Bureau Chief Signature _____ **Date** _____

Decision:

- Granted**
- Denied**

Signature of DAS Director’s Designee/COO of DAS-HRE *Elin Recardo* **Date** 9.16.2022