

Regulatory Analysis

Notice of Intended Action to be published: 545—Chapters 5 and 9
“Law Enforcement Officer Training Reimbursement”

Iowa Code section(s) or chapter(s) authorizing rulemaking: 384.15

State or federal law(s) implemented by the rulemaking: Iowa Code section 384.15

Public Hearing

A public hearing at which persons may present their views orally or in writing will be held as follows:

August 1, 2025
11 a.m.

Room G14
1007 East Grand Avenue
Des Moines, Iowa

Public Comment

Any interested person may submit written or oral comments concerning this Regulatory Analysis, which must be received by the Department of Management no later than 4:30 p.m. on the date of the public hearing. Comments should be directed to:

Brad Horn, General Counsel
Department of Management
1007 East Grand Avenue, Room G13
Des Moines, Iowa 50319
Phone: 515.414.6187
Email: brad.horn@dom.iowa.gov

Purpose and Summary

The City Finance Committee is proposing to restructure the Committee’s rules and move the rules regarding law enforcement officer training reimbursement from Chapter 9 to Chapter 5.

Analysis of Impact

1. Persons affected by the proposed rulemaking:

- **Classes of persons that will bear the costs of the proposed rulemaking:**

Not applicable. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

- **Classes of persons that will benefit from the proposed rulemaking:**

Not applicable. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

2. Impact of the proposed rulemaking, economic or otherwise, including the nature and amount of all the different kinds of costs that would be incurred:

- **Quantitative description of impact:**

Not applicable. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

- **Qualitative description of impact:**

Not applicable. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

3. Costs to the State:

• **Implementation and enforcement costs borne by the agency or any other agency:**

None. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

• **Anticipated effect on State revenues:**

None. The proposed rules are required by Iowa Code section 384.15 and the simplest way of meeting the legal obligation. The General Assembly has never funded the program, but the rules are mandated by the Iowa Code.

4. Comparison of the costs and benefits of the proposed rulemaking to the costs and benefits of inaction:

Not applicable. The only alternative would be to remove the obligation from the Iowa Code.

5. Determination whether less costly methods or less intrusive methods exist for achieving the purpose of the proposed rulemaking:

Not applicable. The only alternative would be to remove the obligation from the Iowa Code.

6. Alternative methods considered by the agency:

• **Description of any alternative methods that were seriously considered by the agency:**

Not applicable.

• **Reasons why alternative methods were rejected in favor of the proposed rulemaking:**

Not applicable.

Small Business Impact

If the rulemaking will have a substantial impact on small business, include a discussion of whether it would be feasible and practicable to do any of the following to reduce the impact of the rulemaking on small business:

- Establish less stringent compliance or reporting requirements in the rulemaking for small business.
- Establish less stringent schedules or deadlines in the rulemaking for compliance or reporting requirements for small business.
- Consolidate or simplify the rulemaking's compliance or reporting requirements for small business.
- Establish performance standards to replace design or operational standards in the rulemaking for small business.
- Exempt small business from any or all requirements of the rulemaking.

If legal and feasible, how does the rulemaking use a method discussed above to reduce the substantial impact on small business?

The rescinded rules do not have a substantial impact on small business. The proposed rules are mandated by the Iowa Code, and the program has never been funded by the General Assembly.

Text of Proposed Rulemaking

ITEM 1. Adopt the following new 545—Chapter 5:

CHAPTER 5

LAW ENFORCEMENT OFFICER TRAINING REIMBURSEMENT

545—5.1(384) Eligible reimbursement. Cities and counties are eligible for reimbursement of law enforcement officer training costs for law enforcement officers who have resigned. Training costs for officers fired, retired, or disabled will not be eligible for reimbursement.

545—5.2(384) Reimbursable costs. Costs eligible for reimbursement include all necessary and actual training costs not otherwise recovered to comply with Iowa Code chapter 80B. To the extent funding is available, costs incurred for approved advanced law enforcement training are also eligible for reimbursement. Advanced law enforcement training costs are to be approved by the local governing body and deemed legitimate, necessary, and proper by the director.

Reimbursable training costs include mileage, food, lodging, tuition, compensation of the officer in training, and the compensation of a replacement officer while the officer is in training. Mileage, food, and lodging costs are reimbursable at the rates normally reimbursed by the claimant to other employees for work-related travel. Compensation of the officer in training and the replacement officer(s) includes wages and employer-paid payroll taxes, insurance, and pension contributions. However, the reimbursable compensation of the replacement officer(s) will not exceed the reimbursable compensation of the officer in training.

Other costs eligible for reimbursement include those necessitated by the training facility, such as training uniforms, supplies, or equipment that was paid for by the claimant and not returned to or used by the claimant after training.

545—5.3(384) Filing of claims. Claims for reimbursement are to be filed on forms prescribed by the director and obtainable from the department.

Claims for payment are to be filed with the department at the committee's mailing address. Claims need to be filed within 90 days after the officer has resigned. If a reasonable cause can be shown, the due date may be waived. Claims filed after May 15 of any fiscal year will be considered for reimbursement in the following fiscal year. No more than one claim may be submitted for each reimbursable expense.

Claims are to be signed by the mayor or chairperson of the board of supervisors and attested by the city clerk or county auditor.

545—5.4(384) Documentation. Claims for reimbursement of law enforcement officer training costs are to be accompanied by proper documentation. Such documentation may include copies of invoices, canceled checks, salary and benefits schedules and any other supporting documents deemed necessary by the city finance committee.

545—5.5(384) Reimbursement percentage. The amount of reimbursement is to be based on the length of service of the resigned officer after completion of law enforcement training as provided by statute.

545—5.6(384) Payment. Funds available for reimbursement will first be applied to approved claims for minimum law enforcement officer training as set forth in Iowa Code chapter 80B. If the proceeds of the fund are insufficient to reimburse the total amount of the approved claims made during the year, the reimbursements will be prorated. Any remaining funds will be applied to approved claims for advanced law enforcement training on a pro rata basis.

545—5.7(384) Officer rehired. In the event a resigned officer is rehired by the city or county within one year from the date of resignation, the total costs reimbursed to the city or county for law enforcement training of that officer will be refunded to the law enforcement officer training reimbursement funds. The reimbursement for training costs will be refunded within 90 days of the date of rehire and will be accompanied by a letter of explanation.

545—5.8(384) Decision appealed. A city or county may appeal a reimbursement decision by the director to the city finance committee. The appeal is to be submitted in writing within 60 days from the date of notification of a decision from the director. Appeals are to be filed with the committee at the committee's mailing address.

These rules are intended to implement Iowa Code section 384.15.

ITEM 2. Rescind and reserve **545—Chapter 9**.