



**City
of
Milwaukee**

Police Department
May 26, 2009

Edward A. Flynn
Chief of Police

The Board of the
Fire and Police Commission
200 E. Wells Street, Room 706
Milwaukee, WI 53202

Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following OFFICE ASSISTANT III:

ROXANN FISHER

to the position of OFFICE ASSISTANT IV (Pay Range 445) effective SUNDAY, JUNE 14, 2009.

For the past six months, Ms. Fisher has satisfactorily underfilled the position of OFFICE ASSISTANT IV in the Central Records Division, (Records Management Section) and is recommended for this position by her commanding officer. Ms. Fisher will serve a 6-month probationary period if promoted to OFFICE ASSISTANT IV.

In accordance with City Service Commission practices, she meets the requirements for this position. I therefore, nominate and promote, subject to your approval, Ms. Fisher to the position of OFFICE ASSISTANT IV.

Respectfully submitted,

EDWARD A. FLYNN
CHIEF OF POLICE

EAF:gat
Cc: H/R Analyst Sr. Ratliff

Approved by the BOARD OF FIRE & POLICE COMMISSIONERS:

Chairman

Date _____

Executive Director