



Fire Department

**Mark Rohlfing**  
Chief

**Gerard Washington**  
Assistant Chief  
**Daniel Lipski**  
Assistant Chief  
**Michael Romas**  
Assistant Chief

December 26, 2012

To the Honorable  
The Board of Fire and Police Commissioners  
200 East Wells Street, Room 706  
Milwaukee, Wisconsin 53202

Dear Commissioners:

For your information, there was an error in the department's 2013 furlough policy dated December 13, 2012, and approved by your Honorable Board on December 20, 2012. In the sections listed "Bureau and Division Chiefs" and "Field Chiefs," the words "calendar year" are used, when the correct term is "fiscal year." I am sorry for any confusion this has caused. I have attached a copy of the revised policy for your review.

Respectfully,

**GERARD WASHINGTON**  
Acting Chief

GW/jlb  
Enclosure  
FPC\Furloughs\Correction 2013 Furlough Plan 122612



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To the Honorable  
The Board of Fire and Police Commissioners  
200 East Wells Street, Room 706  
Milwaukee, Wisconsin 53202

Dear Commissioners:

In the Milwaukee Fire Department, sworn fire management and all civilian personnel, except Fire Equipment Dispatchers, are subject to furloughs. Sworn fire personnel are also exempt. The 2013 Furlough Policy is as follows:

*Bureau and Division Chiefs (40-hour week)*

These Chiefs are required to take three (3) eight-hour furlough days during the 2013 fiscal year. They may take the days at any time during the year with the approval of their immediate supervisor. Payroll deductions will occur in the pay period the furlough day is taken.

They may also, upon request, have their pay deductions taken out when the Chiefs who work on a 49.8 hour schedule have their deductions taken (see below), while still taking three furlough days anytime during the year, with the approval of their immediate supervisor.

*Field Chiefs (49.8-hour week)*

These Chiefs are required to take three (3) ten-hour furlough days, or two (2) fifteen-hour furlough days during the 2013 fiscal year. Chiefs may add fourteen (14) or nine (9) hours of vacation time, respectively, to be off an entire 24-hour shift, or they may work the balance of their shift. The Firefighting Deputy Chiefs will manage the furlough process. Regardless of when the furlough day is taken, payroll deductions will occur in the following three pay periods in 2013:

PP # 11: Pay date June 6, 2013  
PP # 14: Pay date July 18, 2013  
PP # 18: Pay date September 12, 2013

*Support Bureau, Technical Services Division, Communications*

Dispatch Supervisors select three days to be on furlough, which are approved by the Dispatch Manager if there is sufficient staffing (four dispatchers and a supervisor), so the department will not be required to hire someone to fill the supervisor's vacancy. The Dispatch Manager follows the City's Furlough Policy.

*Construction and Maintenance Division*

In general, members follow the City's Furlough Policy. The exception are the mechanics who are on watch (second eight [8] hours on weekdays, or first eight [8] hours on furlough/holiday or weekends). The watch mechanic will take another work day in the same pay period as his furlough day.

*Administration Division, Budget and Finance Section, Chiefs' Office, Emergency Medical Services Division, Technical Services Division (except Communications), Training Division*

Civilian members of these areas follow the City's Furlough Policy.

If you have any questions regarding this policy, please contact Assistant Chief Gerard Washington, Support Bureau, at (414) 286-8946, or [gmwashi@milwaukee.gov](mailto:gmwashi@milwaukee.gov).

Respectfully,



MARK ROHLFING  
Chief