BE A FORCE

Milwaukee Police Department
Police Administration Building
749 West State Street
Milwaukee, Wisconsin 53233
http://www.milwaukee.gov/police

Edward A. Flynn
Chief of Police

(414) 935-7200

RECEIVED
OCT 9 2013
FIRE AND POLICE COMMISSION

October 8, 2013

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

RE: REQUEST FOR EXTENSION OF POLICE TELECOMMUNICATOR PROBATION PERIOD
(POLICE TELECOMMUNICATOR JESSICA R. KLOS)

Dear Commissioners:

The Department respectfully requests that your Honorable Commission extend Police Telecommunicator Jessica R. Klos' probationary period for 43 consecutive days based on the reasons outlined below.

Ms. Klos was appointed to the Department as a Seasonal Police Telecommunicator on June 11, 2012. On October 28, 2012, she was appointed to Police Telecommunicator beginning a 12-month probationary period and she was assigned to the Technical Communication Division. Police Telecommunicator Klos began a Maternity Leave on June 6, 2013 and was out 43 days.

Ms. Klos is currently serving 12-month probationary period that is scheduled to expire on October 28, 2013. Extending her probationary period for 43 days will afford Department supervisors the ability to properly evaluate her performance on the same basis as other probationary Police Telecommunicators. I feel this extension request is reasonable in both purpose and duration for the aforementioned reasons. I therefore, respectfully request that your Honorable Commission approve this extension.

Police Telecommunicator Klos has been informed that the Fire and Police Commission may hear the matter of her probation period extension at its next regular meeting of October 17, 2013. She has been further informed that she may attend this meeting, but her attendance is not required.

Sincerely,

EDWARD A. FLYNN
CHIEF OF POLICE

EAF:kw

CC: A/C Kurt Leibold
Captain Andra Williams