



**BE A FORCE**

May 15, 2014

**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

The Honorable  
Fire and Police Commission  
200 East Wells Street, Room 706  
Milwaukee, WI 53202

Re: Reclassification Request – MPD Administrative Support Positions

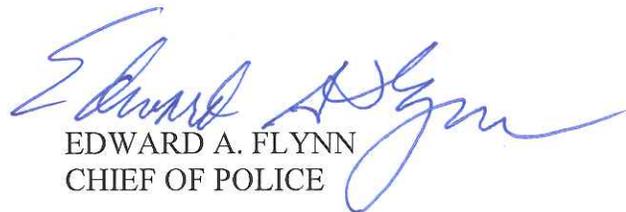
Dear Commissioners:

I am respectfully requesting a reclassification study of the administrative support positions within the Milwaukee Police Department and I am doing so for a number of reasons. Unlike support positions in other city agencies, or in private sector organizations, the Milwaukee Police Department administrative support positions include responsibilities and work environments that are unique to the agency. The Department has ongoing challenges in the recruitment and retention of employees in these support positions, and contributing factors include complex job responsibilities and intensified background requirements. In addition, the Police Department's continuous twenty-four hour operation and current pay rates make recruitment of support staff more difficult. These individuals play an integral role throughout the Department in providing prompt and effective service to the citizens of Milwaukee. Consequently, the hiring and retention of these members is vitally important to our continuity of operations. Furthermore, it is my understanding that a comprehensive study of support positions has not been conducted since 1996.

For these reasons, I find it necessary to request a market study of these positions through the Department of Employee Relations (DER). Department representatives are prepared to assist DER staff with this reclassification process.

If you have any questions, please contact Human Resources Administrator Valarie Williams at 935-7110.

Sincerely,

  
EDWARD A. FLYNN  
CHIEF OF POLICE

EAF:va

c: Maria Monteagudo

