



**BE A FORCE**

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

October 5, 2015

**Edward A. Flynn**  
Chief of Police

(414) 935-7200

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

RE: REQUEST FOR EXTENSION OF POLICE OFFICER PROBATION PERIOD  
(POLICE OFFICER LETITIA L. HOLLOWAY)

Dear Commissioners:

The Department respectfully requests that your Honorable Commission extend Police Officer Letitia L. Holloway's probationary period for 160 consecutive days based on the reason outlined below. Officer Holloway's probationary period, if not extended, will end on October 23, 2015.

Officer Holloway was appointed to the Department as a Police Officer on June 23, 2014, beginning a 16-month probationary period. She is currently assigned to the Neighborhood Task Force. Officer Holloway was placed on administrative duty status for a period of 160 days during her probationary period. If this extension is approved, her probationary period will end on March 31, 2016.

Extending Officer Holloway's probation period will allow Department supervisors the ability to properly evaluate her performance on the same basis as other probationary Police Officers. I feel this extension request is reasonable in both purpose and duration for the aforementioned reason. I therefore, respectfully request that your Honorable Commission approve this extension.

Officer Holloway has been informed that the Fire and Police Commission may hear the matter of her probation period extension at its next regular meeting on October 15, 2015. 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:va

c: Asst. Chief James Harpole  
D/I Paul Felician  
Michael Crivello, MPA  
Officer Letitia Holloway