



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

Jeffrey B. Norman
Chief of Police

(414) 933-4444

March 5, 2025

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

Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following Forensic Identification Processor (Pay Range 5EN):

24. Serena L. Smith

to the position of Crime Scene Investigator I (Pay Range 2HN), to fill an existing vacancy within this Department, effective Sunday, March 30, 2025. The above name appears in the indicated order on the eligible list for Crime Scene Investigator I adopted by your Honorable Board on December 7, 2023.

Ms. Smith was appointed to the Department on June 2, 2023, as a Forensic Identification Processor and is currently assigned to the Forensics Division. Ms. Smith participated in a selection process that involved an evaluation of training and experience, and an oral interview with other qualified candidates. Ms. Smith is being recommended for the Crime Scene Investigator I position based on the results of this process.

In accordance with City Service Commission practices, she meets the requirements of this position. I therefore, nominate and promote, subject to your approval, Ms. Smith to the position of Crime Scene Investigator I.

Sincerely,

JEFFREY B. NORMAN
CHIEF OF POLICE

JBN:ss
F&P: 9/18/2024
C: Payroll Supervisor Santiago

I hereby certify that the above agenda item has been approved by the Commission:

Executive Director

Date: _____