



Milwaukee Water Works

Cavalier Johnson
Mayor

Jerrel Kruschke
Commissioner, Department of Public Works

Patrick W. Pauly
Superintendent, Milwaukee Water Works

July 5, 2024

City Service Commission
Department of Employee Relations
City Hall, Room 706

RE: Request to Extend Probationary Period
Bossman Owusu-Ayim – Water Treatment Plant Operator 1

Dear Commissioners:

Milwaukee Water Works (MWW) respectfully requests to extend the probationary period for Bossman Owusu-Ayim, who was appointed to the position of Water Treatment Plant Operator 1 on November 20, 2023, with a 9-month probationary period that would be completed on August 20, 2024.

Mr. Owusu-Ayim's first and second probationary reports indicated that he was meeting job requirements in all performance factors as he learned the essential functions of his position. Mr. Owusu-Ayim began working independently in the shift rotation in March, 2024. He continues to gain institutional knowledge, has been made aware of ways he can continue to improve his processes and works well with the Plants Operation team.

As a condition of employment, Water Treatment Plant Operators must obtain a Wisconsin Department of Natural Resources (WDNR) Municipal Waterworks Operator Certification in either Distribution (Subclass D) or Surface Water (Subclass S) within their probationary period. While Mr. Owusu-Ayim recently took the practical exam, he did not successfully pass, falling five (5) percentage points short of the required score. Mr. Owusu-Ayim has already registered to retake the exams on August 14, 2024, and we are confident he will improve his score enough to obtain his certification.

As such, MWW requests Mr. Owusu-Ayim's probationary period be extended by three (3) months, to November 20, 2024, to provide additional time for him to obtain the necessary certification. Mr. Owusu-Ayim is being informed of MWW's request to extend his probationary period and his job description is attached for your review and reference.

Thank you for your consideration. If you have any questions or concerns, please contact me (x2802 or jeislo@milwaukee.gov) or Amy Hefter, Water Works Human Resources Administrator (x2805 or ahefte@milwaukee.gov).

Very truly yours,

Jane E. T. Islo
Water Works Administration Manager

c Patrick W. Pauly, Superintendent
Amy E. Hefter, Water Works Human Resources Administrator
Dan Welk, Water Plants Manager
John Bielinski, Water Plants Operations Manager
Dan Thomas, DPW Administrative Services Director

Attachments (2):
Report on Probationary Service, Job Description