



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

Jeffrey B. Norman
Acting Chief of Police

(414) 933-4444

August 24, 2021

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

RE: REQUEST TO PROMOTE WITHOUT EXAM – HELP DESK SPECIALIST II DONNIE K. HER TO IT SUPPORT SPECIALIST-SR.

Dear Commissioners:

I am nominating for promotion without an exam Help Desk Specialist II Donnie K. Her to the position of IT Support Specialist-Sr. to fill an existing vacancy in the Information Technology Division. The IT Support Specialist-Sr. trouble shoots and delivers support to end users within the department for various types of software programs to efficiently and effectively fulfill the business objectives of the department. The IT Support Specialist-Sr. also reviews, analyzes, and modifies programming systems including encoding, testing, and debugging to support the department's application systems.

Mr. Her has over nine (9) years of experience providing IT support. He is skilled in delivering excellent support to end users and solving technical issues in a timely manner. He is being recommended for the IT Support Specialist-Sr. position based on his training and experience.

To alleviate any potential hardships that can result from keeping this position vacant for too long, I am requesting that this promotion IT Support Specialist-Sr. be approved without an exam, pursuant to Fire and Police Commission Rule XI, Section 10 form (attached for reference).

Sincerely,

JEFFREY B. NORMAN
ACTING CHIEF OF POLICE


NICOLE J. WALDNER
INSPECTOR OF POLICE



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Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following Help Desk Specialist II (Pay Range 3IN):

Donnie K. Her

to the position of IT Support Specialist-Sr. (Pay Range 2GN) effective Sunday, September 5, 2021.

On July 29, 2019, Mr. Her was appointed to the Department as a Help Desk Specialist II assigned to the Information Technology Division. Mr. Her has over nine (9) years of experience providing IT support. His training and experience qualifies him for the position. He has been recommended for promotion by his commanding officer.

In accordance with City Service Commission practices, he meets the requirements for this position. I therefore, nominate and promote, subject to your approval, Mr. Her to the position of IT Support Specialist-Sr.

Sincerely,

JEFFREY B. NORMAN
ACTING CHIEF OF POLICE

NICOLE J. WALDNER
INSPECTOR OF POLICE

JBN:NJW:jh
F&P: 6/30/2021 (Turner)
CC: Payroll Supervisor Santiago

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

Executive Director

Date: _____