



**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

September 25, 2025

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

Dear Commissioners:

I hereby nominate and appoint, subject to your approval, the following individual:

11. Brianna N. Carter  
14. Alexis R. Aleman

to the position of Police District Administrative Assistant (Pay Range 6KN), to fill existing vacancies within this Department, effective Monday, October 27, 2025. The above candidates participated in a selection process, which included an evaluation of training and experience, and oral interviews. They are being recommended based on the results of this process.

The above names appear in the indicated order on the eligible list for Police District Administrative Assistant as adopted by your Honorable Board on June 26, 2025. These appointments are contingent upon successfully completing the background investigation, and drug screening.

Sincerely,

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:ss  
cc: Payroll Supervisor Santiago  
F&P: 03/19/2025 (2 Vacant Positions)

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

\_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_