



**Anthony Bueno**  
Director

**Anna Zizzo**  
Human Resource  
Administrator

**Donnell Rushing**  
Finance Manager

July 25th, 2024

To the Honorable  
Board of Fire and Police Commissioners  
200 East Wells Street, Room 705  
Milwaukee, WI 53202

Dear Commissioners,

We respectfully request the promotion of Charsa Belin, subject to your approval, from an Emergency Communications Human Resources Assistant (Pay Range 5JN) to an Emergency Communications Human Resources Analyst (Pay Range 2IX) in the Department of Emergency Communications (DEC). This would be effective at the beginning of the pay period on August 4, 2024.

Ms. Belin has been an asset to the DEC in its planning, development and implementation of the department and has been in the department since August 2022. She has successfully utilized her knowledge of the department, intentional relationship building, and expertise to move to this next level in the underfill of the role of Emergency Communications Human Resources Analyst-Senior (2JX) which is the highest role level in the Position Ordinance.

This underfill was previously evaluated through the Department of Employee Relations and Fire & Police Commission Staffing. If this promotion is approved, once she successfully passes this next job title level of Emergency Communication Human Resources Analyst, the next promotional title is the Emergency Communications Human Resources Analyst-Senior. Ms. Belin was previously approved in January 2024 by this commission for a lateral transfer in the department from an Emergency Communications Financial Services Assistant to the Emergency Communications Human Resources Assistant.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Anthony Bueno". The signature is written in a cursive style.

Anthony Bueno  
Director

*Approved by the BOARD OF FIRE AND POLICE COMMISSIONERS*

Date \_\_\_\_\_

\_\_\_\_\_

*Executive Director*