



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

September 28, 2021

Jeffrey B. Norman
Acting Chief of Police

(414) 933-4444

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

Dear Commissioners:

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

01. Stephanie L. Burks

to the position of Office Assistant III (Pay Range 6FN) in this Department to fill an existing vacancy. The effective date of this appointment will be Sunday, October 31, 2021.

The above name appears in the indicated order on the eligible list for Office Assistant III as certified by the Department of Employee Relations on July 27, 2021. This appointment is contingent upon the individual successfully completing the background investigation, a medical examination and drug screening.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Norman', enclosed within a large, stylized oval shape.

JEFFREY B. NORMAN
ACTING CHIEF OF POLICE

JBN:cwh
cc: Payroll Supervisor Santiago
F&P: 11/17/20 (Floyd)

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

Executive Director

Date: _____