



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

October 10, 2023

Jeffrey B. Norman
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 promote, subject to your approval, the following Office Assistant IV (Pay Range 6HN):

Daniela Brokopp

to the position of Administrative Assistant III (Pay Range 5FN), in this Department, effective Sunday, October 29, 2023.

Ms. Brokopp was appointed to the Department as an Office Assistant II on November 5, 2018. On September 6, 2020, she was promoted to Office Assistant III. On October 16, 2022, she was promoted to Office Assistant IV and is currently assigned to the Court Administration Section. Her training and experience qualifies her for the position. She has been recommended for promotion by her commanding officer.

In accordance with City Service Commission practices, she meets the requirements for this position. I therefore, nominate and promote, subject to your approval, Ms. Brokopp to the position of Administrative Assistant III.

Respectfully Submitted,

JEFFREY B. NORMAN
CHIEF OF POLICE

JBN:mx
F&P: 5/24/2023 (Krahn)
c: Payroll Supervisor Santiago

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

Executive Director

Date: _____