



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

July 2, 2025

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 Police Records Specialist II (Pay Range 5HN):

Tanisha S. Lee

to the position of Police Records Specialist III (Pay Range 5IN), in this Department, effective Sunday, August 3, 2025.

Ms. Tanisha S. Lee was appointed to the Department as a Police Records Specialist I on July 25, 2022. On August 4, 2024, she was promoted to Police Records Specialist II, and is currently assigned to the Records Management Division. 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. Tanisha S. Lee to the position of Police Records Specialist III.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'J. B. Norman', is written over the typed name and title.

JEFFREY B. NORMAN
CHIEF OF POLICE

JBN:ss
c: Payroll Supervisor Santiago

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

Executive Director

Date: _____