



October 24, 2023

**Milwaukee Police Department**

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

**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

RE: REQUEST FOR EXTENSION OF DETECTIVE PROBATION PERIOD  
(DETECTIVE SEAN R. KOSCIELAK)

Dear Commissioners:

The Department respectfully requests that your Honorable Commission extend Detective Sean R. Koscielak's probationary period for 77 days based on the reasons outlined below. Detective Koscielak's probationary period, if not extended, will end on November 27, 2023.

Detective Koscielak was appointed to the Department as a Police Officer on December 5, 2016. On November 27, 2022, he was promoted to the rank of Detective, beginning a 12-month probationary period. He is currently assigned to the Criminal Investigation Bureau – Violent Crimes Division. Detective Koscielak was absent for seventy-seven (77) days on an approved leave of absence during his probationary period. I am requesting that his probation be extended for seventy-seven (77) days. If this extension is approved, his probationary period will end on February 13, 2024.

Extending Detective Koscielak's probation period will afford Department supervisors the ability to properly evaluate his performance on the same basis as other probationary Detectives. I feel this extension request is reasonable in both purpose and duration for the aforementioned reasons. I, therefore, respectfully request that your Honorable Commission approve this extension.

Detective Koscielak has been informed that the Fire and Police Commission may hear the matter of his probation period extension at its next regular meeting of November 2, 2023. He has been further informed that he or his union representative may appear before the Commission and be heard if requested, but his attendance is not required.

Sincerely,

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:mx

c: Inspector Lough  
Lt. Ross  
Andrew Wagner, MPA  
Det. Koscielak

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

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

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