



February 22, 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 the
Fire and Police Commissioners
200 East Wells Street, Room 706
Milwaukee, WI 53202

RE: Request to Re-exempt Chief of Staff Position

Dear Commissioners:

Pursuant to Fire and Police Commission Rule XI, Section 12, I am requesting that the Board re-exempt the Chief of Staff position. This position is responsible for directing, managing and overseeing policy development, daily operational coordination, and staff activities for the Milwaukee Police Department. The Chief of Staff will ensure coordination and integration of the Department's mission with execution of that mission; engage appropriate divisions and departments within the Department to communicate Department mission policies; and coordinate and integrate functions in the Department that require knowledge, tracking, and communication of critical issues. This position will maintain liaison with key public and private sector officials, including the Mayor's Office and Common Council.

In addition to the above, the Department is requesting to re-exempt this Chief of Staff position to create greater flexibility in selecting the best qualified candidate. The position requires confidentiality, sensitivity, and commitment to working with other departments and governmental bodies.

Attached is a current job description for reference. Having the right candidate is both critical and essential for the department and for the success of the candidate in the role of Crime and Intelligence Manager.

Sincerely,

A handwritten signature in black ink, appearing to read "J B Norman", written over a large, stylized circular flourish.

JEFFREY B. NORMAN
CHIEF OF POLICE

Attachment
JBN:mx