



Fire Department

Aaron Lipski
Chief

Joshua Parish
Assistant Chief

David Hensley
Assistant Chief

Schuyler Belott
Assistant Chief

March 25, 2024

To the Honorable
The Board of Fire and Police Commissioners
200 East Wells Street, Room 705
Milwaukee, Wisconsin 53202

Dear Commissioners:

I hereby nominate and appoint, subject to your approval,

Samantha M. Long

to the position of Office Assistant II in our Support Bureau, Administration Division, to fill an existing vacancy. Ms. Long is underfilling the position of Office Assistant III following the city's current guidelines. Ms. Long's promotion to the position of Office Assistant III will be contingent upon satisfactory work performance and the recommendation of the Chief. This appointment becomes effective April 15, 2024.

Ms. Long's name appears on the current Office Assistant II Eligible List (referral date 2/15/24) as established by the Department of Employee Relations. We have conducted a comprehensive selection process and Ms. Long has demonstrated that she is the most qualified candidate for this position. Copies of her résumé and the job description for the Office Assistant III position are enclosed.

Respectfully,

AARON LIPSKI
Chief

AL/jlb
Enclosures
F&P: 1/10/24 (Campbell)
FPC\Bureau Personnel\Adm\Appoint Long\$ Underfill OAIII 041524

Approved by the BOARD OF FIRE AND POLICE COMMISSIONERS

Date _____

Executive Director

