



## Fire and Police Commission

**MaryNell Regan**  
Executive Director

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Chair

**Fred Crouther**  
Vice-Chair

**Kathryn A. Hein**  
**Ann Wilson**  
**Marisabel Cabrera**  
**Angela McKenzie**  
**Nelson Soler**  
Commissioners

March 9, 2017

To the Honorable  
The Common Council  
Milwaukee, WI 53202

Re: Communication File regarding Change to the 2017 Positions Ordinance

Dear Council Members:

The Fire and Police Commission is submitting this Communication File for inclusion on the March 22, 2017 Finance and Personnel Committee agenda. This file changes the designation of the Office Assistant II position to bilingual. The Commission has identified a need for a Spanish speaking staff member to facilitate communication with complainants and job applicants. The Office Assistant II position is the receptionist for the Fire and Police Commission. Service to this segment of the public would be strengthened by having this position be bilingual.

The 2017 Positions Ordinance would need to be amended as follows:

<u>Position Title</u>	<u>Pay Range</u>	<u>Add</u>	<u>Delete</u>
Office Assistant II	6EN		1
Office Assistant II—Bilingual	6EN	1	

Sincerely,

MaryNell Regan  
Executive Director

MNR:rk

Cc: DER – Andrea Knickerbocker

