



March 13, 2019

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

Alfonso Morales
Chief of Police

(414) 933-4444

The Board of
Fire and Police Commissioners
200 East Wells Street, Room 706
Milwaukee, WI 53202

RE: VOLUNTARY DEMOTION OF POLICE FACILITIES MANAGER RICHARD W. MOORE

Dear Commissioners:

Attached is a Department Voluntary Demotion form executed by Police Facilities Manager Richard W. Moore, in which he voluntarily requests and agrees to accept a demotion to the position of Police Facilities Assistant Manager. The Department respectfully requests that your Honorable Commission approve this demotion. If such request is granted, the demotion will become effective Sunday, April 7, 2019. Please note that this voluntary demotion is part of the succession plan for promoting the new Police Facilities Manager.

Mr. Moore was appointed to the Department as Police Facilities Manager on January 11, 2011, and is assigned to the Facilities Services Division. If approved, he will remain assigned to the Facilities Services Division or be transferred as determined by the Chief of Police.

Sincerely,

ALFONSO MORALES
CHIEF OF POLICE

Attachment
F&P: 3/20/2019 (Hayes)
cc: Payroll Supervisor Santiago

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Approved by the BOARD OF FIRE & POLICE COMMISSIONERS:

Chair

Date _____

Executive Director

VOLUNTARY DEMOTION FORM

Employee Name:	<u>RICHARD W. MOORE</u>
Current Position Title:	<u>POLICE FACILITIES MANAGER</u>
PeopleSoft#:	<u>020675</u>
District/Bureau/Division:	<u>FACILITIES SERVICES DIVISION</u>

I, RICHARD W. MOORE, do hereby request and accept a voluntary demotion
(Print full name)

to the position title of POLICE FACILITIES ASSISTANT MANAGER effective upon Fire and Police Commission approval. In requesting and accepting this demotion I understand that:

- (1) I relinquish all reinstatement rights to my current position of POLICE FACILITIES MANAGER and
- (2) I will be transferred to a POLICE FACILITIES ASSISTANT MANAGER assignment in the Department, as determined by the Chief of Police.

<u></u>	<u>3-13-19</u>
(Signature)	(Date)

Distribution:
Original to Human Resources Division
One copy to employee
One copy to employee's District/Bureau/Division Commander