



Fire Department

**Aaron Lipski**  
Chief

**Joshua Parish**  
Assistant Chief

**Andrew Timm**  
Assistant Chief

**Russell Rivard**  
Assistant Chief

July 7, 2021

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 promote, subject to your approval,

Personnel Payroll Assistant III Nancy A. Balkowski

to the position of PROGRAM ASSISTANT III in our Support Bureau, Administration Division, Budget and Finance Section, to fill an existing vacancy, effective July 25, 2021. For your information, I have attached Ms. Balkowski's current résumé and personnel record.

This position is submitted to your Board under the provision of your Rule XI, Section 10. Ms. Balkowski was originally appointed to the department as a Personnel Payroll Assistant II on July 2, 2017, was reclassified to her current position on August 27, 2017, and has demonstrated that she is qualified to fill this position. Also attached are the "Request for Promotion without Competitive Examination" form in support of Ms. Balkowski, and the job description for Program Assistant III (Accounts Receivable).

Respectfully,

ANDREW TIMM  
Acting Chief

AT/jlb  
Enclosures  
F&P: 6/30/21 (Lewis)  
FPC\Bureau Personnel\BFS\Promote Balkowski 0721

Approved by the BOARD OF FIRE AND POLICE COMMISSIONERS

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

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

