



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

March 21, 2024

Dear Agency Head,

Thank you for your continued commitment to participate in the Milwaukee Police Department's (MPD) 2024 Republican National Convention (RNC) security mission. The 2024 MPD RNC Planning Unit remains available to answer any questions you or your team may have related to the planning and execution of this event.

This is the third official interagency communication from the MPD RNC Planning Unit, and the information contained herein is the same for all participating agencies within the State of Wisconsin.

All assisting Wisconsin law enforcement officers will have full police powers, including that of arrest, under the umbrella of the State of Wisconsin's Mutual Aid Statute, §66.0313.

Please be advised that the Milwaukee Police Department is moving to a per diem meals reimbursement platform for the RNC, utilizing current GSA rates for the city of Milwaukee. The City of Milwaukee rates are \$59.00/day during full deployment days, and \$44.00/day during the scheduled travel days of Saturday July 13, 2024 and Friday July 19, 2024. Please note that the City of Milwaukee Policy does not allow for the reimbursement of incidentals. The per diem platform, as well as Milwaukee Police Department provided lodging, will be provided to all participating personnel whose home work location is 50 miles or greater from the RNC Emergency Operations Center (EOC), which will be located at 5400 S 60th St, Greendale WI 53129.

The Primary objective of this communication is to provide to your agencies a copy, in pdf format, of the **Intergovernmental Agreement for Law Enforcement Services for the 2024 Republican National Convention (IGA)**, and its **exhibits A and B**. These documents are attached to the email that this letter arrived in, along with the **Official RNC Rules of Engagement**.

THE RO-1 FORM

Please see the attached RO-1 form, and complete per the following instructions and email it back to MPD_RNC2024@milwaukee.gov **no later than April 4, 2024**.

Under the "Resource Offered" column, please write in each resource your agency is offering, using basic titles of "Police Officer" or "Sheriff's Deputy," for personnel intended to participate in the security focused assignments (i.e. "Mobile Field Force Officer," "Bicycle Crowd Control Officer," or "Grenadier" for personnel offered with an interest in participating in crowd control activities).

For offers of other specialty unit members, such as SWAT or Explosive Ordinance Detection Officers, please write in your agency's name for each type of resource.

Under the "Resource Description" column, please write a concise description of each resource offered as some agencies may use similar language and titles for a particular role, but perform different tasks and functions operationally.

Under the "Quantity" column, please write the number of each resource offered.

The attached RO-1 form, which is saved in the .pdf format, may be completed with handwritten or typed responses and emailed back to MPD_RNC2024@milwaukee.gov.

Upon receipt of your RO-1 form, the MPD RNC Planning Unit will compile a master list of officially offered resources, and will assign resources based upon requests received from the RNC Subcommittee chairs and the MPD RNC Operational Commanders.

A number of participating agencies are members or co-chairs of official RNC subcommittees, and others may have had conversations with other outside entities related to participation in the RNC. Communication amongst participating local, state, and federal agencies for RNC planning purposes is necessary and encouraged, however it should be noted that per Federal RNC Grant requirements, costs incurred by your agency as a result of participating in the RNC are only reimbursable if the use of the resources which resulted in such costs were authorized by the Milwaukee Police Department RNC Planning Unit. Please reach out to the MPD RNC Planning Unit at 414-935-7171 or MPD_RNC2024@milwaukee.gov for any questions you may have on this topic.

Your agency will be contacted by the MPD RNC Planning Unit to confirm receipt of your agency's RO-1 and update you as to the status of your tentative assignments.

IGA COMPLETION PROCEDURE

It should be noted that your agency will be a "contractor" for the purposes of this agreement, as opposed to a sub-awardee of the Federal RNC Grant.

Please review the attached IGA in accordance with your internal policy and forward any questions or concerns you may have to the MPD RNC Planning Unit at MPD_RNC2024@milwaukee.gov.

After your internal review, please sign and date the IGA under the "Contractor" section on page 11, and return to the above RNC Planning Unit email address.

The RNC Planning Unit will confirm receipt of your signed IGA, and provide a timeline to finalize the agreement through DocuSign.

Please also complete Exhibit A, excluding Item III. Please note that overtime and travel reimbursement rates are subject to your agency's internal collective bargaining agreements (CBA) agreements, laws, procedures, etc., and ensure that appropriate supporting documentation of such is included with your completed IGA Exhibit A to prevent any delays in reimbursement.

Exhibit B is a dual-purpose form that will be used before the event as an estimate of costs that will be incurred by your agency as a result of participating in the RNC, and after the event as final recording of your actual incurred costs, to be submitted with your reimbursement request after the event.

Please check the “estimate” box on exhibit B and complete and return along with your signed IGA.

Please note that as you produce your wage cost estimates on the Personnel tab, it is not necessary, *at this time*, to enter individual officer names and contact information. You may enter only the position and wage information including the calculated hourly and overtime fringe benefit rate corresponding with a deployment from Sunday, July 14, 2024 through Thursday, July 18, 2024, with Saturday July 13, 2024 and Friday July 19, 2024 reserved as travel days with partial GSA per diem reimbursement rates. Officers will be scheduled for 12-hour shifts. The cost of health insurance, pension/retirement contributions, workers compensation etc. are reimbursable fringe benefits.

DEVELOPING YOUR ROSTER

All participating Wisconsin law enforcement officers will be credentialed by the MPD RNC Planning Unit and will be issued an ID card containing their agency, name and rank, photo, and unique ID number to be carried on their person during all working hours of the RNC.

If your agency’s members are assigned at any time to an assignment within the middle perimeter (formerly referred to as “hard zone” or “pedestrian exclusion zone”), they will also need to be credentialed by the United States Secret Service (USSS).

In our next update email the MPD RNC Planning Unit will request that participating agencies submit an appropriate .jpg format image of their department logo or badge, as well as the full names, dates of birth, titles, and ID photos of participating members to facilitate the production of the MPD RNC credential cards. It is likely that this information will be requested to be submitted to the MPD RNC Planning Unit no later than **May 15, 2024**; however, if your agency has already selected your participating personnel, or intends to select participating personnel prior to the eventual submission date, please contact the MPD RNC Planning Unit at 414-935-7171 or MPD_RNC2024@milwaukee.gov regarding and further instructions will be provided to expedite the production of your MPD RNC credential cards.

If members of your agency are selected for assignments within the middle perimeter and require USSS credentialing, the MPD RNC Planning Unit will contact you and advise you of the next steps.

TIME AND ATTENDANCE TRACKING

The MPD RNC Planning Unit, to aid in the accurate recording of hours worked during the RNC, will provide additional supporting documentation of hours worked by your members during the reimbursement phase by deploying a software/hardware-based time and attendance solution.

The MPD RNC EOC will check your members in and out either in-person or remotely with a smartphone/tablet at the beginning and end of their shifts utilizing the software/hardware-based time and attendance system. Your agency's on scene supervisor or a member of the MPD RNC Planning Unit may be responsible for check in and check out, depending on the location of the assignment and your members lodging location to ensure an accurate recording of all hours worked.

As the RNC Operation Plan is finalized and your members are assigned their final assignments, the MPD RNC Planning Unit will determine if any member of your supervisory team will be assigned to operate our time and attendance technology. Training will be provided prior to utilization of the technology.

All data captured related to time and attendance tracking will be shared with participating agencies.

MULTIJURISDICTIONAL SPECIALTY UNITS

The MPD RNC Planning Unit has received preliminary commitments from various agencies which include an offer of personnel resources that are composed of sworn law enforcement officers from multiple Wisconsin Law Enforcement Agencies. Regardless of any existing agreement between agencies whose members compose such multijurisdictional mobile field forces or tactical enforcement units, to comply with Federal RNC Grant requirements and ensure reimbursement to all agencies operating as a part of such multijurisdictional specialty units, IGA's must be signed and completed with each agency present and operating in any such multijurisdictional specialty unit.

If your agency is the lead agency in a specialty unit or team as described above, please contact the MPD RNC Planning Unit as soon as possible to confirm that all participating agencies in your multijurisdictional specialty unit have completed, or will complete the appropriate IGA.

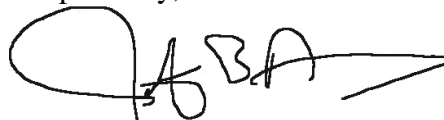
NEXT STEPS

Please keep in mind that the MPD RNC Planning Unit is available Monday through Friday 9am-7pm to assist your agency in all aspects of the planning of this event, and you are encouraged to call 414-935-7171 or email MPD_RNC2024@milwaukee.gov anytime with any questions or concerns you may have.

In addition, the City of Milwaukee has produced a publicly available Frequently Asked Questions webpage, which is accessible at <https://city.milwaukee.gov/RNC/FAQ>.

Once again, thank you for your support of the 2024 Republican National Convention National Special Security Event (NSSE). Together, we will ensure a safe, smooth, and successful event!

Respectfully,

A handwritten signature in black ink, appearing to read 'JBA', with a long horizontal line extending to the right.

Jeffrey B. Norman
Chief of Police