



**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

April 29, 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 fourth official interagency communication from the MPD RNC Planning Unit, and the information contained herein is the same for all participating agencies nationwide.

For Wisconsin Agencies who have completed their RNC Intergovernmental Agreements (IGA), thank you. For Wisconsin Agencies still in the process of completing the RNC IGA, please feel free to reach out to the MPD RNC Planning Unit with any questions or concerns you may have.

For participating Agencies from outside of Wisconsin, you should at this time be close to finalizing your agency's official Emergency Management Assistance Compact (EMAC) Resource Support Agreement. If you have not been able to make contact your EMAC Coordinator at your state Emergency Management Agency (EMA), please contact the MPD RNC Planning Unit at 414-935-7171 or [MPD\\_RNC2024@milwaukee.gov](mailto:MPD_RNC2024@milwaukee.gov), and support will be provided.

At this time, the Milwaukee Police Department is still working towards reaching our target number of sworn law enforcement officers to participate in the RNC. Due to this, announcements of participating agencies tentative RNC assignments has been temporarily postponed, but will be available no later than June 15, 2024.

The MPD is still accepting offers of sworn law enforcement support to fill general security assignments. Per EMAC Article IV, assisting law enforcement personnel remain under the command of their regular command structure, but come under the operational control of the authorities of the receiving entity. Due to this, and the requirements of the Federal Security Grant, it is likely that participating supervisors will be required to participate in Security Assignments in the field. Non-sworn positions and support/administrative positions will be reimbursable provided such positions are reasonable, allocable to, necessary for the performance of the federal award, and in compliance with the funding statute and agency requirements, including the cost principles set out in the Uniform Requirements 2 C.F.R. Part 200, Subpart E. If you are aware of a law enforcement agency that has expressed interest in participating in the RNC but has not been extended an official preliminary mutual aid request letter, please feel free to share the MPD RNC Planning Unit's contact information with them.

The MPD has finalized the details of the required training events mentioned in the Preliminary Mutual Aid Request letters received by all participating agencies. This training will be satisfied by participating members viewing an MPD produced training video upon initial check-in at the MPD RNC Operations Center, located at 5400 S 60<sup>th</sup> St, Greendale WI 53129. The video will address pertinent MPD Standard Operating Procedures, City of Milwaukee Municipal Ordinances, and Wisconsin State Statutes. During check in, participating members will also be issued their MPD RNC credentials, and possibly, equipment. If you are interested in reviewing documents related to the training topics prior to your arrival in Wisconsin, please reach out to the MPD RNC Planning Unit at the above phone number or email address, and you will be granted access to our RNC SharePoint site, which contains copies for your review.

This update is focused on two important areas of RNC planning, Rosters and Logistics.

## **ROSTERS**

**The Milwaukee Police Department at this time, respectfully requests that all participating law enforcement agencies submit their official RNC Rosters no later than May 15<sup>th</sup>, 2024.**

Attached you will find the “**Reimbursable Law Enforcement Template**” (RLET).

Please fill out one line per participating member, filling in every column as appropriate. For the “other rate” column, please input the member’s hourly fringe benefit rate. Data collected on the RLET will be used to create each member’s MPD RNC credential, which is required under the Federal Security Grant for time and attendance tracking.

To ensure data is formatted correctly to interface with our software, when entering information in your RLET, please ensure the following:

1. Birthdate is entered as two-digit month, two-digit day, four-digit year, separated by forward slashes, such as 05/18/1988.
2. Standard, overtime and other rate are entered in US dollars and cents, without the (\$) dollar sign.
3. Phone numbers are entered including the area code, without parenthesis, such as 414-935-7171.
4. Height is entered in feet and inches, including the foot and inch symbol, such as 6’2”.
5. Weight is entered numerically only, in pounds. For example, please only enter “210” not 210 lbs.

The Milwaukee Police Department will ensure that your members personally identifying information (PII) will be kept confidential and within our secured network. Further, said PII will be used only for production of MPD RNC credentials and payroll tracking in accordance with Federal Security Grant guidelines.

Also required to complete your agencies credentials are individual employee photos. Along with your completed RLET, please submit a .jpg format image of each participating member, along with a .jpg image of your agency’s patch and/or badge.

## **LOGISTICS**

MPD will provide transportation to and from all assignments and lodging locations for the duration of the RNC, including picking up participating law enforcement members from General Mitchell International Airport, Chicago O'Hare, or Chicago Midway International Airport upon their arrival in Wisconsin. If your agency is driving into Milwaukee, you may opt to use your own vehicles for transportation. If you do opt to bring vehicles and permit them to be used in an operational capacity, they will be reimbursed as such per the most recent FEMA Schedule of Equipment Rates.

MPD will also be providing parking for law enforcement vehicles, including specialty vehicles and equipment trailers.

Additionally, MPD will be providing docking stations for AXON Body 3 body worn cameras at our Operations Center. Please label all body worn cameras with name and agency on the back of the camera. MPD will have assigned personnel to collect, charge, upload and return your respective body worn cameras. If your agency uses an AXON body worn camera other than the Body 3, MPD requests that you bring along the appropriate docking station. MPD will also provide space within our Operations Center for all participating agencies to view their body camera footage, and conduct other RNC related tasks.

MPD has a number of mechanisms planned to ensure appropriate communications with participating agencies, including possible interoperability of handheld radio systems, issuing cell phones including an application to facilitate a connection to existing radio systems, and other web and/or cellular based solutions.

In order to devise an orderly and efficient plan to transport your members, provide sufficient space to park your vehicles and trailers, ensure body camera docking is available for all, and communications are seamless, the MPD RNC Planning Unit has produced the **MPD Logistics Information Data Sheet (LIDS)**, which you will also find attached to this email.

**Please fill out and submit the LIDS form along with your RLET and .jpg images of your personnel and patch and/or badge no later than May 15<sup>th</sup>, 2024.**

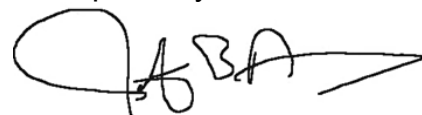
## **MICROSOFT TEAMS MEETINGS**

As in-state IGA's and out-of-state RSA's are completed, the MPD RNC Planning Unit will begin reaching out to participating agencies to schedule Teams meetings to address in detail any aspect of our RNC mission. Multi-agency Teams meetings may be proposed when several agencies will be working in close proximity, or on similar assignments.

Until then, the MPD RNC Planning Unit remains at your service Monday through Friday, 9am -7pm central at 414-935-7171 or [MPD\\_RNC2024@milwaukee.gov](mailto:MPD_RNC2024@milwaukee.gov), to assist you with any component of your agency's logistic or operational plan related to participating in the RNC.

As always, your continued support is most appreciated, and the key to the success of the 2024 Milwaukee RNC.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. B. Norman', written over a horizontal line.

Jeffrey B. Norman  
Chief of Police