

CITY OF WATERTOWN
MEETING OF THE MUNICIPAL CIVIL SERVICE COMMISSION MINUTES
Tuesday, October 31, 2024

Chairperson Dittrich called the meeting of the Watertown Civil Service Commission to order at 12:32 PM.

ROLL CALL OF COMMISSION: Linda Dittrich, Chairperson
Yvonne Reff, Commissioner
Edwin Thompson, Commissioner

ALSO IN ATTENDANCE: Erica LeClerc, HR Manager

ABSENT: Angela Robbins, Executive Secretary

By motion of Commissioner Reff and seconded by Commissioner Thompson, the minutes from the regular meeting held October 31, 2024 were approved as written.

CORRESPONDENCE There was no correspondence to approve.

OLD BUSINESS

NEW BUSINESS

1. Due to a printing error, the list for IT Specialist will be reviewed at the next meeting. Scores will be released.
2. The eligible list for Computer Support Technician was approved for a period of four years with an expiration date of 11/19/2028.
3. Review of Civil Service Rules for the City of Watertown were discussed. Amendments for Rules I-III approved as written.
4. Modifications were proposed and approved to the 2025 meeting schedule.

OTHER BUSINESS

1. Personnel transactions were approved as written.

EXECUTIVE SESSION

Motion to enter executive session to discuss adverse personnel information. Executive session ends at 12:54 PM by motion of Commissioner Reff and seconded by Commissioner Thompson.

A motion to remove candidate from the Firefighter eligible list was for reasons specified in Rule IV was made by Commissioner Reff. Commissioner Thompson seconds.

There being no further business to be brought before the Commission the meeting was adjourned at 1:42 PM with the next meeting scheduled December 17, 2024 at 12:30 PM.

Angela M Robbins

Executive Secretary