

CITY OF WATERTOWN
MEETING OF THE MUNICIPAL CIVIL SERVICE COMMISSION MINUTES
Tuesday, June 9, 2026

Chairperson Dittrich called the meeting of the Watertown Civil Service Commission to order at 12:26 PM.

ROLL CALL OF COMMISSION: Linda Dittrich, Chairperson
Edwin Thompson, Commissioner
Yvonne Reff, Commissioner
Angela Robbins, Executive Secretary

Also in Attendance: Erica LeClerc, HR Manager
Tina Lane, Watertown City School District

By motion of Commissioner Reff and seconded by Chairperson Dittrich, the minutes from the regular meeting held June 9, 2026 were approved as written.

OLD BUSINESS

NEW BUSINESS

1. By motion of Commissioner Thompson and seconded by Commissioner Reff, the revisions to job specification Assistant Director of Technology was approved as written.
2. By motion of Commissioner Thompson and seconded by Commissioner Reff, the revisions to job specification Transportation Analyst was approved with discussed modifications.
3. By motion of Commissioner Reff and seconded by Commissioner Thompson, the eligible list for Police Officer was approved and certified for a period of four years to expire 7/21/2030.
4. By motion of Commissioner Reff and seconded by Commissioner Thompson, the eligible list for Information Technology Specialist was approved and certified for a period of four years to expire 7/21/2030.
5. By motion of Commissioner Thompson and seconded by Commissioner Reff, the eligible list for Computer Support Technician was approved and certified for a period of four years to expire 7/21/2030.

CORRESPONDENCE No correspondence was presented.

OTHER BUSINESS

1. Personnel transactions were approved as written.
2. The NYS Department of Civil Service Transformation was discussed and the Commission was provided an update of the progress for this project.

EXECUTIVE SESSION

There being no further business to be brought before the Commission the meeting was adjourned at 1:33 PM with the next meeting scheduled August 18, 2026 at 12:30 PM.

Angela M Robbins

Executive Secretary