

MUNICIPAL CIVIL SERVICE COMMISSION AGENDA
MUNICIPAL BUILDING
LAW LIBRARY, 3rd FLOOR CITY HALL

CALL TO ORDER: Tuesday, March 18, 2025, 12:30 PM

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

MINUTES OF PREVIOUS MEETINGS: Minutes from the regular meeting February 18, 2025.

CORRESPONDENCE

1. Information Memorandum from Department of Civil Service regarding the 2025 Civil Service Institute.
2. Memorandum from Secretary Robbins to James Mills, City Comptroller providing the Examination Fees Report for the 2024 calendar year.
3. Letter from Secretary Robbins to Eric Wagenaar, City Manager dated February 19, 2025 providing the Certification of Eligibles for Chief Wastewater Treatment Plant Operator.
4. Letter from Secretary Robbins to Eric Wagenaar, City Manager dated February 19, 2025 providing the Certification of Eligibles for Chief Water Treatment Plant Operator.
5. Letter from Secretary Robbins to Eric Wagenaar, City Manager dated February 19, 2025 providing the Certification of Eligibles for Wastewater Treatment Plant Process Worker II.
6. Letter from Secretary Robbins dated 3/12/2025 to Tina Lane, Assistant Superintendent of Personnel, providing her with Section 55-a determination for Amy Coyer to be appointed to Head Custodian.

OLD BUSINESS

- Continue review of Civil Service Rules 11-15.

NEW BUSINESS

- 1.

CIVIL SERVICE DEPARTMENT UPDATES

1. Recruitment for the Police Officer exam to be held in May has been successful with 48 applicants currently in the system. The application deadline is March 24th.

APPROVAL OF PERSONNEL TRANSACTIONS

1. Report on all personnel changes is included.

OTHER BUSINESS

EXECUTIVE SESSION:

NEXT REGULAR MEETING March 18, 2025

For additional information regarding any agenda items, please reach out to civilservice@watertown-ny.gov.