

**MUNICIPAL CIVIL SERVICE COMMISSION AGENDA  
MUNICIPAL BUILDING  
LAW LIBRARY, 3<sup>rd</sup> FLOOR CITY HALL**

**CALL TO ORDER:** Tuesday, June 9, 2026, 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 May 19, 2026.

**OLD BUSINESS**

**NEW BUSINESS**

1. Check and certify the eligible list for Librarian I (OC 60062-240) for a period of four years to expire June 9, 2030.
2. Check and certify the eligible list for Librarian II (OC 60062-250) for a period of four years to expire June 9, 2030.
3. Check and certify the eligible list for Librarian III (OC 60062-260) for a period of four years to expire June 9, 2030.
4. Check and certify the eligible list for Athletic Trainer (OC 60062-290) for a period of four years to expire June 9, 2030.
5. Check and certify the eligible list for Head Custodian (OC 60052-080) for a period of four years to expire June 9, 2030.
6. Check and certify the eligible list for Principal Account Clerk (PROMO 70020-710) for a period of four years to expire June 9, 2030.
7. Check and certify the eligible list for Principal Account Clerk (OC 60044-900) for a period of four years to expire June 9, 2030.
8. Review and approve new competitive title Transportation Analyst for the Watertown City School District.
9. Review and approve requested title change for the title Director of Technology, Cybersecurity, and Innovation to Director of Technology for Watertown City School District.
10. Review and approve requested title change for the title Assistant Director of Technology, Cybersecurity, and Innovation to Assistant Director of Technology for Watertown City School District.

**CORRESPONDENCE**

1. Letter from Secretary Robbins dated May 28, 2026 to Tina Lane, Assistant Superintendent of Personnel, providing her with Section 55-a determination for Maria Denner to be appointed to Accountant.
2. Letter from Secretary Robbins dated June 9, 2026 to Eric Wagenaar, City Manager, providing the Certification of Eligibles for Librarian I, Librarian II, and Librarian III.
3. Letter from Secretary Robbins dated June 9, 2026 to Eric Wagenaar, City Manager, providing the Certification of Eligibles for Principal Account Clerk.
4. Letter from Secretary Robbins dated June 9, 2026 to Tina Lane, Assistant Superintendent of Personnel, providing the Certification of Eligibles for Athletic Trainer.
5. Letter from Secretary Robbins dated June 9, 2026 to Tina Lane, Assistant Superintendent of Personnel, providing the Certification of Eligibles for Head Custodian.

**CIVIL SERVICE DEPARTMENT UPDATES**

- 1.

**APPROVAL OF PERSONNEL TRANSACTIONS**

1. Report on all personnel changes is included.

**OTHER BUSINESS**

**EXECUTIVE SESSION:**

- Discussion with Human Resources Manager regarding legal and litigation issues.

**NEXT REGULAR MEETING July 21, 2026**

*For additional information regarding any agenda items, please reach out to [civilservice@watertown-ny.gov](mailto:civilservice@watertown-ny.gov).*