

**Minutes of the  
County of Clinton Industrial Development Agency  
Governance Committee  
March 30, 2026**

The meeting was called to order by John VanNatten, Vice Chairperson, at 12:02 p.m. at the County of Clinton Industrial Development Agency (CCIDA) office located at 137 Margaret Street, Suite 208, Plattsburgh, New York.

MEMBERS PRESENT: John VanNatten, Vice Chairperson  
David Hoover, Member

EXCUSED: Michael Zurlo, Chairperson  
Mark Leta, CCIDA Member

STAFF PRESENT: Christopher Canada, Esq., Agency Counsel  
Shannon Wagner, Esq., Agency Counsel  
Trent Trahan, CCIDA Member  
Joey Trombley, CCIDA Member  
Christine Peters, Esq., CCIDA Member  
Molly Ryan, Executive Director  
Toni Moffat, Executive Assistant  
Dorothy Brunell, Administrative Assistant

OTHERS PRESENT: David Bushey, Martindale Keysor & Co, PLLC  
Matej Kollar, Champlain Valley Physician's Hospital (CVPH)  
Brendan Owens, Esq., CVPH Counsel

J. VanNatten waived the reading of the notice of the meeting published in the *Press Republican* on December 11, 2025.

**Reading and Consideration of the Draft Minutes of the CCIDA Governance Committee Meeting of February 23, 2026.**

J. VanNatten waived the reading of the minutes of the February 23, 2026 Governance Committee meeting. He asked if there were any questions regarding the draft minutes and there were none.

On a motion by D. Hoover, and seconded by J. VanNatten, it was unanimously carried to approve the minutes of the February 23, 2026 Governance Committee meeting as presented.

**Public Comment**

There was no public comment.

**Old Business**

There was no old business to report.

## **New Business**

### **Workforce Development Program**

S. Wagner stated that she had prepared a draft Workforce Development Program Policy. The policy outlines program objectives, structure and eligibility. S. Wagner explained that she had left the Agency Investment and Project Investment dollar amounts blank so that these amounts can be revised as required. S. Wagner also reviewed the Workforce Development Program Application. M. Ryan stated that some of the sections of the application seemed to apply more to projects rather than the Workforce Development Program, i.e., sections of the application referencing construction employment numbers. S. Wagner stated that she would revise the application based on these comments.

On a motion by D. Hoover, and seconded by J. VanNatten, it was unanimously carried to approve the Workforce Development Program Policy and the Workforce Development Program Application and advance both to the CCIDA Board for approval.

There being no further business to discuss, D. Hoover motioned to adjourn the meeting at 12:06 p.m., seconded by J. VanNatten.

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John VanNatten  
Governance Committee - Vice Chairperson