

Warren County EMS Advisory Board

Meeting Minutes

Date: May 19, 2026

Time: 18:00

Location: Bolton EMS

Meeting Type: Regular Meeting

1. Call to Order

The meeting was called to order at 18:00 by Chairman Shane Irwin.

2. Roll Call / Attendance

Members Present:

- Ann Marie Mason - Warren County OES
- Ashley Rivers - Warren County OES
- Pat Mellon - Warren County OES
- Dr. Williams - Glens Falls Hospital
- Laura Stebbins - Glens Falls Hospital
- Jim Cross - Bolton EMS
- Donna Trudeau - Hague EMS
- Shane Irwin - Queensbury EMS
- Jodi Bartlett - Warrensburg EMS
- Kevin Fusco - Johnsburg EMS

Members Absent:

- Jack Tims - Warren County OES
- Scott Stone - Warren County OES
- Mark DeSimone - Warren County OES
- Ralph Bartlett - Warren County OES - Excused
- Richard Spositio - Glens Falls Hospital - Excused
- Mike Burak - Glens Falls Hospital
- Derrick Helms - Warren County Sheriff's Office - Excused
- Patricia Beldon - Warren County Public Health - Excused

- Micki Guy - Glens Falls Fire - Excused
- Craig Bascue - Glens Falls Fire
- Eric Catalfamo - Hadley-Luzerne EMS - Excused
- Jacob Sauer-Jones - North Warren EMS - Excused
- Peter LaGrasse - Stony Creek EMS

Guests / Staff Present:

- Charlie Lombardo - West Glens Falls EMS

3. Presentations

- None

A. Chairperson Report:

- Chairman Irwin provided a recap on delegate status for Johnsburg EMS and West Glens Falls EMS.
 - Members of the advisory board agreed to have Kevin Fusco return to the EMS Advisory Board following his card lapsing due to personal reasons. It was voted that West Glens Falls EMS delegate status would be voted on at the January meeting of the Advisory Board. Status would be dependent on the agency attending meetings until January and actively participating as a non-voting member.
 - OES Director Mason received an email from Queensbury Town Councilman McNulty regarding the delegate status of West Glens Falls EMS.
 - A discussion followed regarding the procedures if an agency's delegate card lapses.
- The schedule for the remaining EMS Advisory Board Meetings was decided on -
 - July 22nd - Hague EMS - 1800
 - September 23rd - Warrensburg EMS - 1800
 - November 11th - Queensbury EMS - 1800
 - January 27th - Warren County Sheriff's Office
- Chairman Irwin thanked Jim Cross and Jake Sauer-Jones for hosting meetings at their respective stations the last two meetings.

B. Office of Emergency Services:

- Director Mason - Training will be held June 9th from 1800-2000 on Weather Service
 - National Grid Training to be held on May 28th
- Deputy Director Rivers - Peer support team is looking for members if anyone is interested in applying.

- EMS Coordinator Mellon - Reminder to allow dispatch to complete their transmissions before checking in route to calls or on scene
 - Please limit radio transmissions to necessary transmission only; officers should limit use for routine calls.
 - Review of command structure for larger incidents involving multiple agencies. Review of the roles of EMS Coordinators on scenes.

C. Glens Falls Hospital:

- Glens Falls Hospital Emergency Prep - Safe Pediatric Transport for EMS training to be held August 5th from 1800-2000 at Glens Falls Hospital. In need of stretchers from agencies to complete the drill. Monthly Tabletop for May is 5/20/2026 on MCI.
- Medical Directors - Dr. Williams reported that patient volumes are picking up in the Emergency Department. Please contact Dr. Williams with any issues regarding the Emergency Room. Discussion was had on the progress of the construction. EMS Barbecue to be held 5/20/2026.
- Emergency Department - Not Present

D. Agency Reports:

- Public Health - Not Present
- Communications - CAD will be down for a few months. The new CAD system will be able to send all call data to a single email address for each agency. Please continue to call the dispatch center for run numbers and call times until the CAD system is running again.
- Bolton EMS - Triathlon will be on June 13th. Review of CyanoKits and the necessity of having them on ambulances.
- Glens Falls Fire - Not Present
- Hadley-Luzerne EMS - Not Present
- Hague EMS - Nothing to Report
- North Warren EMS - Not Present
- Johnsbury EMS - Review on Hudson Valley Fireman's Convention procedures.
- Queensbury EMS - Rehab bus is in service and available when agencies need it. Shane reviewed the capabilities of the apparatus. Utility cart will also be in service in the near future.
- Stony Creek EMS - Not Present
- Warrensburg EMS - UTV is going to be in service soon if agencies need assistance for off-road incidents and standbys.

E. Old Business:

- Fort Ann Certificate of Need was pulled for Glens Falls Hospital - a state hearing will be held in September to discuss further.
- EMS Talk Around channel can be used for agency to agency if needed.

F. New Business

- Review of availability of drones for missing persons or drowning incidents. Contact OES Deputy Director Rivers for more information.
 - Discussion on if EMS Coordinators should be EMS Command on incidents when the home EMS agency is not present.
 - EMS Coordinator Mellon Reported that EMS Coordinators Office will be assisting with EMS operations at structure fires in the Glens Falls Fire district.
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4. Next Meeting

Date: July 22, 2026

Time: 18:00

Location: Warren County Sheriff's Office

5. Adjournment

- The meeting adjourned at 19:07 by Chairman Irwin, motioned by Jim Cross, second by Kevin Fusco.
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Submitted by:

Name: Jodi Bartlett

Title: Vice Chair

Date Submitted: 7/22/2026
