**Ottilie W. Lundgren Mobile Field Hospital**

**Board of Directors Special Meeting**

**MS TEAMS**

**Friday, September 26, 2025; 10:00 AM via TEAMS**

**Minutes**

**Attendees:**

W. Gerrish (Chair), Gen. T. Olander, Col. J. Roden, Col. B. Neumon, O. Rood, W. Turner, H. Massari, J. Swenson, F. Provenzano, D. Boyer, M. Mozzer, M. Pappas, B. Cass, K. VanAelst. Guests: M. McGinty, C. Cohen, S. Roberts

**Welcome – Introduction:**

W. Gerrish opened the special meeting and began with a roll call, a quorum was reached. He noted that Tetra Tech’s draft Strategic Recommendations Report was submitted to the Board of Directors and regular participants.

**Tetra Tech Presentation:**

M. McGinty, the Tetra Tech project manager who led the project over the last several months, presented on Tetra Tech’s Strategic Recommendations Report submitted to the Department of Public Health.

Dr. McGinty presented on Tetra Tech’s process in developing the report, its key findings, and recommendations to the Board of Directors. The process included visiting Camp Hartell and meeting with New England Disaster Training Center staff who have been involved with maintaining the MFH and training Military Department soldiers to deploy the asset. Tetra Tech also interviewed all Board of Director members as well as other subject matter experts. In addition, statutes, contracts, planning briefs, maintenance records, inventories, historical documents, surveys, and after-action reports (AAR) were also reviewed as part of the Strategic Recommendation Report.

Key findings described by Dr. McGinty included the following:

* While some interviewees reported the asset was a valuable resource, particularly for the Durham Fair, the majority felt it was obsolete and outdated. There have been issues with damage and wear due to age as well. Replacement of asset parts would be very difficult as many are no longer available. In addition, the current configuration does not match current surge needs..
* The asset is difficult to deploy.
* The asset requires licensure from a hospital and inspection by the DPH. Staffing must also be provided by the licensing hospital, a barrier especially to smaller hospitals.
* A comprehensive program is needed with resources to manage the physical asset, repairs, deployment, maintenance, inspections, training, storage, and contracts.

Dr. McGinty summarized the recommendations described in the report:

* Retire/decommission the existing MFH and either scrap or sell/surplus components
* Conduct needs assessment to determine the current surge capacity needs in Connecticut
* Examine existing medical resources (including staff) at hospitals and other sites
* Provide medical surge/isolation capacity through multiple solutions (e.g.: alternative care sites, renting trailers)

Vendor analysis was included in the report should a replacement be considered

After Tetra Tech’s presentation, the chair opened the agenda for discussion.

W. Gerrish made the following motion:

The Ottilie W. Lundgren Memorial Field Hospital Board of Directors have reviewed the *Strategic Recommendations Report* which includes the recommendation that the Department of Public Health retire the existing MFH. The advisory board members are in agreement with this recommendation. The Board’s vote and agreement, along with the Strategic Recommendations Report, will be transmitted by the chair to the DPH Commissioner for her consideration.

The motion was seconded by J. Swenson and passed unanimously by the six voting members of the MFH BOD in attendance.

**Adjournment:**

The meeting was adjourned at 10:59 AM.

**Next Meeting:**

The next regularly scheduled meeting will be held on March 6, 2026.

Respectfully submitted,

Maryanne Pappas, MS, APRN, FNP-BC

Nurse Consultant CT DPH OPHPR