

Youth Camp Safety Advisory Council

Google Meet Meeting
Thursday, October 10, 2024
Minutes

YCSAC Member Attendance

Name	Representation	Attendance
Allison Abbondante	Camp Owner/Manager-For Profit	Present
Cassandra Casey	Camp Owner/Manager	Present
Dr. Jasmin Whitfield	Maryland Department of Health	Present
Anne Irwin	Camp Owner/ACA Accredited.	Present
Ramona Riley-Bozier	Public	Absent
Virgil Boysaw, Jr.	Local Health Department	Absent
Lellia Sheline	Camp Leader	Present
Ed Arellano	Local Health Department	Present
Dr. Nobin Ngozi Ogbonna	Camp Owner/Manager - Nonprofit	Absent
Amy Schisler	National Camping Organization	Absent
Parker Bratton	National Camping Organization	Absent

MDH Staff Present

Brian Flynn
Tylvia Koromah

Allison Abbondante, council chairperson, called the meeting to order. The call to order was accepted by Cassandra Casey and Anne Irwin. The youth camp website link was available in the chat. We welcome new council members. There has been a request for new items, which we will address under the new business section.

Allison reported that we have six new council members which is very exciting and we're so happy that they are here. Council members introduced themselves: **Dr. Jasmin Whitfield**, Nurse Program Consultant at Maryland Department of Health. She has been with MDH for about a year now in that role. They monitor and evaluate school health services programs in the state of Maryland and provide technical assistance, professional development, monitoring and evaluation. **Anne Irwin**, teacher in Silver Spring, serving on the council as a former camp director. No longer working at the camp. **Allison Abbondante**, is a for-profit Camp Manager, working at Sandy Hill Camp up in Northeast Maryland, in Cecil County. The camp offers residential overnight short-term camp and one and two week programs for coed. This is her seventh year serving on the council and she has served as chair for the last four years. This is her last year because she can only serve two terms. She will remain an active member. **Lillia Sheline**, Camp Director at Camp Green Top, which is a camp that serves individuals with disabilities out in the Catoctin Mountains. She has been in this position for just about a year and really excited to be on the council. **Cassandra Casey**, Camp Manager for nonprofit,

specifically, community college. This is not a state role. Her community college group always encourages at least one of their staff to be on the council. She works at Carroll Community College as a Youth Programs Coordinator. We have an educational emphasis day camp. She is finishing a second term on the council and finds this to be a great resource. She welcomes our new members. **Ed Arellano, Environmental Health Services Director** with the Cecil County Health Department for 30 years. He has worked in camping, recreational, and sanitation inspections. **Amy Schisler** will not attend the meeting. She is in Italy.

Allison requested a motion to approve the agenda with the new business items. Cassandra and Lillia approved the agenda.

Update on open council positions/attendance: Tylvia Koromah from MDH, Secretary for Center of Recreation and Community Environmental Health Services, welcomed all new members. It's the first time that all council seats have been filled since 2019. The Governor Appointment Office made changes regarding the selection of members. Council members whose term is scheduled to end next year, will have to stay on board. To leave the council, a resignation letter must be sent to the Appointment Office. This Office is focusing on councils with new groups and councils that cannot conduct business because of lack of quorum. Of the council members whose terms are scheduled to end in 2025 are Allison and Virgil. Resignation letters must be submitted. Allison thanked Tylvia for the update.

Annual Report Data (summer 2024)status update: Allison reported that the annual report is a bunch of data from camps for the summer. If you have not submitted your annual report data, please take a minute this week to do so. Lindsey can pull the report and get our data. There were two million total camper days from all of the counties. Council members will get this report once we get an update. There are some counties that were a hundred percent reported: Allegheny, Caroline, Dorchester, Kent, Queen Anne's, Somerset, Wicomico, and Worcester. The report helps the council give the state great data and its part of being a licensed youth camp to submit the report at the end of the year. The council uses the data to write the annual report letter.

FBI Fingerprinted Status Updates: Brian Flynn from MDH, Chief for Center of Recreation and Community Environmental Health Services, the group that licenses summer camps, provided the updates. Running camps have background checks, both criminal history as well as a history done through social services for abuse and neglect. A few years ago the FBI did an audit of the Criminal Justice Information Center (CJIS). Camps get an authorization number through CJIS so that they can receive background results for their staff to complete their hiring process. It was determined that background checks should not be given to individual businesses. They can only be legally shared with another government entity like our office.

Discussion continues between MDH and CJIS to figure out how we can make this legally work and have camps get their background check results so that they can hire people who are safe and vetted. We had to get some legislation passed that gave us the approval to receive the information from CJIS and that is currently reviewed by the FBI. This is something that all the

states in the country are having to go through. We are in line for this process to take place and remain in the holding pattern for this to happen, to be approved, and then actually start implementing. Most likely this is coming next camp season. Background results for your staff are going to be sent directly to our office. We will then send communications to you as to whether or not they meet the criteria for hiring from a criminal history standpoint. A number of things have to happen. This is some sensitive information and it needs to be protected and shared in the appropriate manner. We are working and meeting with CJIS to coordinate with them. He anticipates that there's going to be a lot of back and forth over the next few months, to get this flush out and ready for next season.

One of the things that is coming and we'll have more to talk about in the near future, is the need to amend our camp regulations to accommodate this process. We are almost at the point where we can actually start sharing that with our partners for comments. He expects to have this information by the December meeting and there will be an opportunity to comment.

In addition, our office has to basically make this work from a financial standpoint. We're going to be hiring some additional staff to deal with the volume results coming through and altering the fee structure to help accommodate. Nothing is set in stone at this point. He wanted to put that on everyone's radar because this is planning time for camps. By the next meeting, there should be a lot more to talk about.

Allison responded with thanks and she knows this is a huge lift and undertaking for the office. If there's anything that the council can do to support let us know. She asked if the council members have any questions for Brian. It sounds like we are in a holding pattern right now and additional information may be available at our December meeting.

Cassandra asked concerning groups who work with other summer camps, if there is any phrasing or messaging that we can share specifically to encourage them to attend the next meeting so they can hear from you or look at a specific website for public comment? Brian responded that we don't have anything yet. Once he has a firmer idea, we will probably send out a blast email to all of our camps and share the information at the next scheduled council meeting.

Allison opened the meeting for public questions about this process.

Public(E. Murphy): Are you certain that this is gonna change? Or might we go through the process the same as we did last year? Brian responded that we are hostages to the process. The FBI has to complete the review and all legal documents need to be approved. The last communication we had with CJIS and with the FBI was that there is movement on this, and that it should be coming soon. Whether it happens nice and neatly at the start of the camp season and we all have time to plan for it or sometime later in the season that remains to be seen. But it's looking more and more like it's going to happen this year.

Public(B.Houck): Will staff that have been fingerprinted in the last three years have to go through this background process again, to release to you, or do the existing ones, if they were

fingerprinted last year with those that are in our system? If so, what is the timeline for us to get those results for you? Brian responded, at this point existing staff that have already been vetted and you have the results on file, so long as there is not a break in the service, do not need to repeat fingerprints. Those who have a break in the work period and come back, will need to repeat them. He does not anticipate a change in this.

Public(P.Padilla): Some other employees are being fingerprinted for other than just camp. Are we going to be able to receive those results in addition to you? Or would we have to get the employees fingerprinted twice, having to pay two times for results? Brian responded, that's something that we have to look at on a case by case basis. We deal with a lot of programs that already have some background checks done first for staff and we typically look to see if it's the same standard that is applied. If there are background checks there is no reason to necessarily get it repeated. But if there is a difference in the check that was done originally then you would have to get checks done again. But once it's done the first time, it is not something you have to do every year. In some instances, people may have to be fingerprinted twice. Background results for child care and for camps results are going to be coming through us. So that's the big change. As Allison said, it's going to be a big lift to go through all those background results because it's a large number of people.

Public(S. Black): How will we get that information? What's your process going to be like to inform us? Are you going to let us know regardless if someone is cleared or if there's a hit? Brian responded, it's going to be handled through our Salesforce and the camp portal, where we keep the personnel administrators that we've identified for every program. They are our point of contact. Email notices will be sent that we have the results. We cannot legally take the information from CJIS and share that with you. We have to look at the results and probably 98% of the time it's a clean result. We're going to have to come up with boilerplate language that meets legal standards that essentially says, this person meets the standard for background checks for hiring and working at a camp or this person does not. You will receive a notice to that effect. There will be a process for those results that are in the gray area where there is a need for some interpretation of someone's history.

Scott added that we all know what is in COMAR, but what about those gray areas where someone was arrested several times for theft, that might be something that we should know. Brian responded that there are conversations regarding this, so that you can make a decision about your staff. Scott added, involving Salesforce and the portal, he requested that there be a way to bulk upload staff information, so as not to have one by one entry. We have so many staff members. Dr. Cliff Mitchell, Director of the Environmental Health Bureau, responded that this was his intention. He thanked the council for their work, it is much appreciated. He acknowledged the work and support of the youth camp community that was on the meeting, as well. CJIS law at the federal level and regulations are very specific about what we can and mostly cannot release to a non-licensing agency. We can get the results of the background checks, but are not allowed to say anything at all about that information. Simply, all we can say based on our evaluation is that a person meets the legal requirements in the law to be able to

do that job or they are not qualified on the basis of the background check to serve in that function. We are not going to be able to say anything at all to you or anybody about what is in that background check, we will never be able to say anything about that. Scott continues with an example. He would assume that if someone was arrested multiple times for high level theft, they would still meet the legal requirements to work at a summer camp. Yet this is something that could put our community in harm. Cliff responded to remember the purpose of this statute is to protect children. The specific criteria in the statute relate to whether they are safe to work with children. An example is a conviction for substance abuse. A list of disqualifying conditions are in the statute, which is very specific. One of the things that we have done and will continue to do is if we get a criminal background history record check that indicates there are potentially violated conditions on there, we have to go look at the actual record and make a judgment did this happen when the person was a teenager and now the person is 40 years old. Has there been something since that time. There are a whole host of judgments that go into that. But we have to be guided by the law, something that we do in concert with the office of the Attorney General.

Public (Debbie Donahue) When you're hiring employees for summer camp it's a short window and sometimes a struggle to accommodate all the kids. Is there a time frame that we're going to have to complete the hiring process, including time to search for staff because someone did not meet the background requirements? Brian responded, under the regulation that was passed, our office is committed to notify camps within three business days from being notified of results. The earlier in the season that this is done the better it is for everyone. There is a short window for a turnaround time. Debbie added the results are almost instantaneous when they come to us. Will the process be the same? It doesn't take days or weeks for us to get what we get now. She assumes that the process would still be the same. It would just be going to MDH instead of to us. Brian responded that is right. Cliff added that's the reason we want to do this by the portal where you could check the results. Otherwise, we have to notify everybody of every result. As we implement this, he expects there will likely be some hiccups. We pledge to work with you as much as we can and will keep in touch with you about this process as it rolls forward. One of the things that we have been challenged by is that we don't control or have any authority over the FBI, which makes the decisions about all of this. We don't know when they are going to turn the switch on this, nor do we know exactly when the Department of Public Safety and Correctional Services will implement it. When they do, we will let you know. He fully anticipates that there are going to be some hiccups along the way, as we build this thing out. Brian commented, in the first year we want to see good faith efforts and try not to ding people. If we haven't gotten your results, back in a timely fashion, that's not on you. We can't hold you responsible for that. We will work with you in those instances to make sure that we try to get this all done and in an efficient fashion. Cliff added that MDH will commit to this. Brian added, when we rolled out the Adam Walsh Background Clearance Request form, it was still a paper and pin process and took awhile for results to come through.

Cassandra read the chat questions from the public. Does this apply to seasonal staff that we rehire every year they technically break employment from summer to summer? Cliff, responded Correct. (Public) Will this impact the 365 form? Brian responded that he thinks that remains to

be seen. Discussion is needed with CJIS. Also, there has always been a carve out for volunteers, who have not been legally required to have a background check done. In working on this project and looking at all the laws, it has been determined that moving forward that volunteers will need background checks.

(Public) Clarification requested regarding the repeat of fingerprints for employees from summer to summer. Brian responded, we have not required the repeat of fingerprints for the same person coming back from one season to the next. This is a discussion for CJIS.

Allison added speaking for the counsel and the majority of the camps, if there's any way to let that continue from a financial standpoint from the department especially the first year, that would be incredibly helpful. We can write a letter or do whatever we need to do to get signatures. Brian commented that sounds great.

Cliff responded to a question of the Public. If you are a self-regulated camp and you are a government entity is a conversation that we will have with CJIS. He thinks that is a legal question and if you are essentially serving as the government licensing agency and you are entitled to receive the criminal history record checks yourselves as a government agency, that is essentially regulating yourselves instead of being licensed by us, you would not need to do dually go through us and through yourselves that would be sufficient. He thinks that this meets the legislative intent, but discussion is needed with AGs and CJIS.

Lillia stated that her camp goes through a non-government agency for their background checks. She works for the lead for people with disabilities, so we receive all the background checks, for all of our people, through our HR department and then we as the camp have a separate number than the agency. Will that be changing for the whole agency or will we be able instead of having our own number go through them? HR helps us with the hiring process but we've always had a separate number. Cliff responded this is a good question to which none of us can answer. What we've been told by the State Department of Public Safety and Correctional Services is only the agency that is the legal licensing agency for the government licensing agency for the entity is entitled to receive the background check. Public agencies like a county, where they're self-regulated, will probably fit that definition. He will not opine on that for legal reasons. That's a decision the Department of Public Safety and Correctional Services makes. If you're entitled to get that information, then we'll obviously talk individually about that situation. Whether or not, they're going to provide those background checks as part of that process.

Brian responded that we have a lot of programs that are dual licensed. They have a license through the office of child care and a license for summer camp. The last couple of years CJIS has been systematically going through and making programs apply and have an authorization number as a camp, even if they've already got one as a school or a daycare. He anticipates that they're probably going to continue along those lines. We are aware that it would be easier for all involved to put it all into one basket. We will definitely advocate for that sort of thing. But it has to fit the law as well.

Allison read a chat question from Public (Lori): Clarification was requested regarding volunteers that are minors if they need to have the background and fingerprinting. Cliff responded that the statute does not distinguish between minors and anybody else. It just says volunteers. We will have to see how that gets implemented.

(Public) Will there be folks at CJIS to contact to discuss individual situations like this? Last summer, we had staff fingerprinted multiple times to be compliant. Would like to avoid that. Cliff responded, CJIS is a public agency and you can contact them at any point for any reason and as a public agency they will respond as a public agency. However, obviously we implement the law related to youth camps so what they may do is point you back to the legal entity that is responsible for the use and the application of the law. That would be us. You're always free and welcome to contact all public agencies, who are always happy to hear from the public. Brian added that they do have a helpline. We will try to work with you to the extent that we can and put you in touch with folks that will be able to help you. This is another government agency that has the same struggles as we do with returning calls in a timely fashion and resolving issues. We can act as an intermediary to push things along.

(Public) Clarification requested regarding if self-regulation has to do their own fingerprinting and CJIS background checks or will they go to MDH first? Cliff responded, if you're already doing them, we're gonna have enough trouble with all of the entities that are not self-regulated and they're not county governments. His intention and goal is not to change what self-regulated camps are doing and not to add to our own workload. I'm going to argue that you're meeting the spirit of the letter in the law.

Allison thanked Cliff and Brian for this fun topic. We look forward to hearing about it more. She has professional colleagues around the country and states that have gone through this process and it's been fine. It's a huge lift, but at the end of the day, it's fine.

Cliff appreciated Allison's comments, the council, and all of the youth camps working with us on this. Our goal is to keep you in business doing the things that you do and to work our way through the bureaucratic parts of this and keep kids safe, which at the end of the day is what we're all interested in doing.

Medication Administration: Cassandra reported that the medication administration training is a requirement for any camp who wants to administer non-emergency meds to campers. There's separate training for emergency medications like EpiPen and the asthma inhaler. Under the law, training has to be through an approved training course annually. Information on this is on the Youth Camp Regulation Training page, along with the documentation and a chart that tells you which medication training programs are approved, which includes the Office of Child Care Medication Administration course. Currently, you have to take a six hour course every year. She has taken the six hour course every year for almost the past 10 years. There are other courses that are listed on that chart as well. She could not find any information on the recertification course. Brian responded that he did not find information either.

Cassandra contacted one of the people that had an approved course. She worked with the individual to customize it a little to meet the needs of her camp. This may not be an option for everyone. She recommends that you look at the Department of Health list, for anyone who offers the Office of Child Care Medication Administration course, many of the community colleges. If someone wants to write a second recertification course, and you're an RN or have one on staff, then there's an application on the camp website, you can go through the process to get that approved. They will add that to the chart and we would all love to take it.

Lillia asked, does it matter who takes that course, whether someone in your agency or does it have to be a nurse on-site? Currently, she has nurses and med technicians who are certified to pass medications. Can she(the director) take this course? Cassandra responded, If you have someone on site who's giving the medication that is already certified through an RN a med tech, then their certification and licensing covers them to do that task. She stated that her nurse is on call and not on campus, but we still wanted to be able to give meds. So she as the director and her two administrators take the course annually, so that they can give any additional daily medication. There is someone certified at the camp all time to give out that medication. Lillia, added for clarification. So anyone that's certified in anything else does not have to take this course? Cassandra responded as long as their certification includes medication administration. There are certain medical field jobs that do not include medication administration. Phlebotomists were mentioned as one. She asked if MDH can find any more information about recertification or if anyone else wants to submit a form for submitting approval for a medication course. She welcomed any RN to write a curriculum with her. If approved through the state, all can take it.

(Public) Are camps allowed to self-administer non-emergency medication? Brian responded technically yes. There are a number of emergency situations in which a person may not be able to self-administer. It would be best to have someone to have that training, just as a backup. Michael McNeely from MDH, added whoever signed your health plan is supposed to train the staff on emergency meds. Not only the use of the medication and the property location but also to disseminate whether or not they need that medication, the signs and symptoms which correlate with an emergency situation. Work with your healthcare provider, whoever signs off on your plans. This is found in the medical administration regulation in COMAR.

(Public) What about seizure meds that are emergency? Mike responded, this includes the use of seizure medication. Self-medication has to be secured. It cannot be self-carry. Whoever signed the health plan needs to see what that seizure med is, how to give that seizure med, the right route, right time and then go through that process because it can't be given anywhere. (Public) As for self administration medications, can they carry medication themselves? Mike responded, not in residential because you can't secure them. They must be secured, as stated in the regulation requirement. If they are giving it themselves that's fine. But they have to go to a secure place to self-administer. They don't self-carry.

Nicole Alonge-Smart, MDH staff added, if it's a non-emergency medication they can self-administer as long as both the parent and the physician have checked off on the medication

administration authorization form that they're allowed to self-administer, but they cannot self-carry any non-emergency medication. If again, the parent and physician has given them the green light, it doesn't always work in every situation to have a camper self-carry medication. It may need to be designated camper staff. Someone still has to watch the camper take it and write it down on the form.

Allison, thanked all for clarifications and work on this. We will keep the medical administration on the agenda for a little bit and hope that we can get a few more recertification courses for camp. Allison asked Cassandra if she had a copy to share with the council.

New Business

Aquatic safety: Mike discussed and presented this information on powerpoint. The last couple years have been unusual, we're not sure if it's because of the data that's been provided to us. But we've seen an increase in drownings, especially in camps. He discussed strategies for aquatic swim safety. If you have these things, then you should really focus on your campers and think about changing your plan and adjusting it as necessary. His goal is for camps to have a water competency plan, and to resolve health equity issues, because these are two major things that are currently in discussion inside the state. Drowning is the process of experiencing respiratory impairment from submersion or immersion in a liquid. Drownings are not always fatal. It can be life-changing. Health equity is the idea that everyone should have a fair and just chance to achieve the best possible health. Regardless of factors that can affect their health outcomes, which includes race, ethnicity, disability, sexual orientation, gender identity, economic status, geography, and preferred language.

Drowning data in the U.S. is sparse. It's not collected the same. Mike presented the CDC guideline. So this is mixed. Most of the drowning investigations that are reported to our office are between four and seven. The purpose of sharing the data is to show that we need to change the other issues that cause drowning. The communities that are not Hispanic Black, or Hispanic, have a higher chance of drowning because they're not being taught to swim. Camps which work with these communities might want to think about having a plan to change that equity and provide swim lessons or some type of, swim confident plan inside your program.

Mike continued for camps to consider the age group for your kids. If you have a lot of non-swimmers, change your program and make it a swim confidence program, instead of just an open swim program. Evaluate the risk and need every year for every group that comes in. Minimize the drowning possibility and have a water competencies plan to gradually plan to get someone use to the water. Eventually, the ending goal is for them to be able to swim. You don't have to go completely in that direction in one summer, but if you can start, that decreases the chance of drowning. Increased water competency also increases aquatic safety. Always reevaluate, update plans every year, and conduct drills on swim plans and watchers.

The watchers have been the biggest issue that he has seen in the drowning. Camps have the people in position but they're not watching what the kids are doing. They're helping the other kid. Inside the pool, they should be watching the kids aside from the pool. One good idea

would be to make your watchers either wear a lanyard that's bright colored, something different or a safety vest. The kids would then go to another staff for other assistance with sunscreen or goggles. Have a water competency plan which includes familiarization with water, learn proper breathing techniques, and take swimming lessons. Michael, ended this presentation with suggestions for camps to reevaluate swim plan every year, conduct drills every change in campers, and build and maintain a water competency health equity. Reach out to other agencies that learn how to swim or that have swim confidence. The two kids involved in the drowning incident were 4 years old. It was the first day of camp for one of the individuals.

Allison, thanked Mike for sharing and asked if the PPT can be shared.

Public (Marva) commented that her camp has implemented the Red Cross Safety lessons into the summer camp. It is free. The link was given in the chat.

<https://www.redcross.org/take-a-class/teach-water-safety/whale-tales>

Allison added that at her camp a different color wristband is given if they're not a swimmer and they have to stay in the shallow water. It's an easy way for our lifeguards and other staff to recognize them. Obviously not a full proof system but maybe there's something similar that other camps in that age group are doing.

Mike added that he will give this information to the council. We do have a group that works on health equity issues with environmental health. If you want some help with your pool plan and trying to implement something like this, that would be fantastic. The camp that had one of the kids in the drowning incident, no longer has open play swim for non-swimmers. They have a program where they give swimming lessons instead. It is a very large camp and this was a good move.

OSHA Update/Heat Injury: Allison provided the link to Occupational Safety and Health Administration (OSHA) regarding the heat injury and illness prevention in outdoor and indoor work settings rulemaking in the chat <https://www.osha.gov/heat-exposure/rulemaking>. OSHA is looking at a nationwide regulation for employees where there are two different tiers when the heat index gets to a certain level. This summer there was record breaking heat all across the country. This is their way of trying to make it safer for workers, which sounds good. But in the camp world, we can't really afford for our staff members to take breaks, 15 minutes off for every two hours. If they are on a two-day canoe trip out in the woods, that's not an option. The American Camp Association is working with OSHA to redefine the different kinds of categories of workers. Youth camps would be one of them or staff that work with children in their own categories, which is separate from construction workers and firefighters etc. The American Camp Association does not think that they're going to be able to stop this from going forward but they're hoping to be able to implement these different categories so that it doesn't have an impact on camps. It's not implemented yet. The comment period is through the end of this year. For anyone interested in looking into this or making comments, the link is in the article. This will probably take place in the next year or so.

Allergy Action Plan: Allison provided a brief overview of this plan. There's an asthma action plan that acts as a medication administration form that is signed off by a doctor and a parent. This allergy action plan gives a little more instructions for known allergies. It is a requirement for schools to have an allergy action plan. She introduced Greg Joseph to speak about the possibility of implementing an allergy action plan. Greg responded that he is a former council member and he chaired the council for a while. He created the current asthma action plan that doubles as an MAA and the standard one and the three bangers, etc. His nurses said it would be great, especially for things like Epipens, if there was a little more information similar to the action allergy plan.

<https://snacksafely.com/2013/08/fare-publishes-updated-emergency-action-plan-template/>This is not Sandy Hill Camp form. This is something done in a nationwide organization. He wants to combine the outside allergy action plan to that of the State of Maryland Medical Administration Authorization form. It just gives a clean way throughout the state for all the campers throughout the state of Maryland. They do it one time. He is not suggesting that this form be required for camps to use. He suggests that we create a form that counts as an MAA and optionally has additional information that we want.

He offered to put a draft together if it's something that the council, Brian, and the folks at MDH would consider. Allison commented that it would be helpful for our camps and for the medical staff. The MDH staff are in agreement to this suggestion. Mike commented, this is a good idea. This has to go through a review process. But that doesn't stop him from presenting this in our training during the springtime and giving people access to this document, letting them know that it's not directly from the state. But I would like to move forward to getting this approved from the state. He will talk and present this to Dr. Mitchell and see what we can do to try to get something together. Brian agreed.

Nicole commented that Greg has worked directly with our office on most of the forms we have in Most Requested Forms and documents. Thank you for the suggestion to help work with this other form. It is difficult because we don't have action plans available. It was good that you combined the asthma action plan and the medication administration authorization. It saves a lot of heartaches for the camps and the parents, who are charged for each form.

Greg requested clarification as to moving forward with a draft and if there is a timeline. Mike was in agreement to the draft and he will still present the idea to Cliff. One issue is that the State does not like to add photos. Brian commented that they have enough of the concept to present to Cliff. Greg will wait to hear from MDH as to Cliff's response to proceed with a draft. Allison thanked Greg and asked if there were any more new business today from the council or the public. No more business at this time.

Adjournment

Allison commented that this has been a productive meeting. Our next meeting is on Thursday, December 5th @ 10am same format. Other meetings are scheduled for February 6th, April 3rd, and May 1st. She requested for a motion to adjourn at 11:37am by the council. Cassandra and Jasmine motioned for adjournment.

Allison wished all a great holiday season which they might celebrate.

Respectfully submitted by,

Tylvia E. Koromah, Secretary of CRCEHS
Youth Camp Safety Advisory Council

And

Allison Abbondante, Chair
Youth Camp Safety Advisory Council

Cassandra Casey, Co-Chair
Youth Camp Safety Advisory Council

Approve: December 5, 2024
by: Cassandra Casey and Anne Irwin