

Youth Camp Safety Advisory Council

Virtual Zoom Meeting
Thursday, February 3, 2022

YCSAC Member Attendance

Name	Representation	Attendance
Allison Abbondante	Camp Owner/Manager-For Profit	Present
Dolores A. Hooban	Public	Present
Andrea Haley	Local Health Department	Present
Vacant	Camp Leader	Vacant
Dr. Jed Miller	MDH	Present
Meena Suri	Camp Owner/ACA Accred.	Absent
Melita R. Bell	Camp Owner/Manager - Nonprofit	Absent
Vacant	National Camping Organization	Vacant
Maggie S. Harris	Camp Owner/Manager	Absent
Neil S. Berlin	National Camping Organization	Present
Virgil Boysaw, Jr.	Local Health Department	Present

Maryland Department of Health Staff Present

Linda Rudie
Tylvia Koromah

Introductions

Neil called meeting to order 10:05 am.

Update on open council positions/attendance

Linda reported that the term for council members Allison and Virgil will expire in June 2022. Both have reapplied for their position. There are 3 positions on the Council. Applications have been submitted for the National Camping Organization and Camp Leader and the vetting process is in place. The third opening is Dr. Miller's MDH representative position, he resigned for personal reasons. MDH will look for a replacement. Contact Linda regarding these positions or visit the MDH website for the YCSAC web page. She maintains a list for anyone interested in joining the council in the future.

Attendance is recorded. We have 4 meeting per year. Council members need to attend at least half of the meetings. If anyone miss more than half of the meetings, they are considered to have resigned. A letter is needed to explain absence. In Calendar year 2021, the council did well, exemption letters were not needed.

Financial disclosure is due in April.

FBI Fingerprinting Status Update

Neil reported that the council submitted a letter to the office of FBI. He received no response. Linda had no updates. The department is aware that CJIS is in audit with the FBI. Conversations continues. Camps should follow current procedures until the cut-out date.

Questions from the Public

Is there a link to show background requirements? Linda's response - Information is located on the Youth Camp webpage, in the Most Requested Documents. Also on the Youth Camp page is PowerPoint training explaining the criminal background and CPS clearance. Contact MDH contacts regarding fingerprints.

If we don't get FBI fingerprinting, will we still have pay for FBI fingerprints or just for MD? Linda's response - At the point that CJIS makes their determination, if they take action to cut FBI, there should be an update on how to process. This agency is different than MDH.

Are self-regulated camps impacted by this? Linda's response - MD CJIS will not send FBI results to private entities only to government agencies. If a self-regulated is operated by local government, there maybe a path to receive the FBI results.

Update to Changes on the Incident Reporting

Neil reported that at the last meeting that a request was made to update the online Mental Health form from the Mental Health Sub Committee. The Sub-committee suggested 3 separate questions:

1. Injury, Illness or Medication Error – Select one
2. Epinephrine Yes or No
3. Mental Health Yes or No

Linda reported that after the December council's meeting, MDH had a network security incident. At this time, we cannot get to our documents. She is looking for the word document to make the changes. For several years, the department has requested that camps submit the incident report online, not the paper version. The department cannot change online forms. She will make a list of enhancements for the statement of work to make website updates.

Neil asked if this will be done by the summer. Linda responded it may not. Neil responded that Greg has the original spreadsheet and will send it to Linda.

Allison reported that Linda will post the best practice resource page, Youth Camp Mental Training Resources list. The information is provided to help camps address mental health issues. She and Virgil took the mental health mental first aid training courses, and it was very helpful. Any questions reach out to her or Virgil. Think about mental health and how you can best help your camps.

Linda reported that MDH will post the resource page. Virgil suggested to reach out to local core agencies that deal with mental health. They are great resource also.

Annual Report Letter Review

Neil reported that the Annual Report is submitted every year to MDH. The letter was shared for review with the council prior to meeting. He read the letter and shared the supporting camp data provided by MDH to the public and council members. There were 1.7 million camper days for camp youth for 2021. The council makes the following recommendations.

1. The council strongly recommends that Maryland continue to provide free COVID-19 rapid tests to Camps.
2. Ensure the FBI Background Check Review process is available for summer 2022.
3. The council strongly recommends that Maryland continue to fully fund the Youth Camp Program.
4. Ensure the Department has all resources to continue their online data collection and entry efforts.
5. Improve the compliance of non-licensed camps by providing expertise to those camps beginning the licensing process.
6. Educate the community about the licensing process.

Allison and Virgil approved the AR for submission. Linda requested that Neil send the final version to Eamon Flynn, MD Health Policy Analyst, for review. Neil will send to Eamon and then send to the Secretary's office.

Neil shared meeting scheduled for 2022-2023. Allison and Virgil approved the schedule.

Future Meeting Dates

April 7, 2022

**Proposed Dates for 2022-2023

October 6, 2022

December 1, 2022

February 2, 2023

April 20, 2023

New Business

Linda reported that she will email instructions for the process for online renewal. Over 300 camps were inactive. All camps have been reset to apply for renewal. The last two years, the application fees were waived. This year application fees must be paid. Invoices are an estimate. At the end of the summer, an AR is submitted which gives the actual number of camper days. The invoice is final after the AR is submitted. When you get into your portal, check to see if the 2022 invoice is available. Contact staff for any questions. An existing credit will be applied to the 2022 invoices.

In the email, which is sent to the community user, a link will be provided for the Mental health Training Resource list.

In the YC portal there is a link for additional camp information, camp contact, email, social media, and short camp description. This is the public information that is posted in our new Youth Camp search. Please make any updates in that section.

After the online registration is done, you can pay with credit card or ACH. Applications fees must be updated before Youth Camp certificates are issued.

Adjournment

Allison motioned to adjourn meeting at 10:45 a.m. *Motion seconded by Andrea.*

Respectfully Submitted By,

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

Approved on 10/06/22

By: Virgil Bogsaw, Jr. and LaPortia Barrows

And

Linda Rudie (substitute chair)
Youth Camp Safety Advisory Council