

Youth Camp Safety Advisory Council

Web Ex Meeting
Thursday, February 02, 2023

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
Cassandra Casey	Camp Owner/Manager	Present
LaPortia Barrows	Maryland Department of Health	Present
Meena Suri	Camp Owner/ACA Accred.	Present
Melita R. Bell	Camp Owner/Manager - Nonprofit	Absent
Matthew Lewis	National Camping Organization	Absent
Anne Irwin	Camp Leader	Present
Vacant	National Camping Organization	Vacant
Virgil Boysaw, Jr.	Local Health Department	Present

MDH Staff Present

Brian Flynn
Tylvia Koromah

Introductions

Allison called the meeting to order 10:02 am. Council members introduced themselves and stated their representation on the council. Allison requested a motion to start the meeting. Virgil motioned to approve the meeting to start and Cassandra second the motion.

Allison mentioned that Linda has retired, and this is the first meeting in her absence. Brian and the rest of the team are available to help.

Update on Council Positions/Attendance

Tylvia and Brian reported that there are no applicants for the current council position. The individual shall be a camping leader with professional experience, but who is not a youth camp owner or manager. The position is posted on the YCSAC webpage. The yearly council attendance report was sent at the beginning of January. All council members meant the attendance requirements.

Virgil asked how many openings are on the council. Alison responded that there is one open position.

Annual Report Data + Letter

Allison shared the annual report to the council members for review. Virgil asked when will the letter be sent. He requested a little time to review the letter. Allison agreed to give the council time to review and hold the approval for the AR and letter at the April meeting.

Allison mentioned the suggestion given by Linda to schedule a meeting to approve the minutes. On May 4 at 10:00, we will have a brief public opening meeting to approve the April minutes.

Dates proposed for 2023-2024:

- Thursday, October 5, 2023
- Thursday, December 7, 2023
- Thursday, February 1, 2024
- Thursday, April 11, 2024
- Thursday, May 2, 2024 (brief, meeting minute approval only)

The Council agreed to the proposed dates. Motion to accept dates were given by Casey and Portia. Allison requested that Tylvia send meeting link for the May meeting. Allison suggested keeping the meetings virtual.

Youth Camp Communications Publication

Allison mentioned concerns from the public last year that some camps were bypassing certain regulations. It was suggested to contact Communications for options to inform the public about the camps that are registered with MDH. Ideally, a one paragraph blurb to share on camp websites.

Brian responded that our Office and the Communications team revised an existing pamphlet. It is still in draft form. He shared some of the text to reflect changes. Need for licensing, criteria for camps, required documentations, background, etc. are covered in the pamphlets. An email with the pamphlet will be sent to council members before it is approved. Allison thanked Brian.

Cassandra thanked Brian for all the hard work. We are also working on a smaller statement that camps can use in their camp marketing. The statement is currently making rounds for approval, including legal requirements. The plan is to have this done before the April meeting.

Allison thanked Brian and Cassandra for this publication. If not approved at the April meeting, we can move this item to the May meeting.

FBI Fingerprinting Status Update

Brian spoke to Dr. Mitchell earlier this week, at that time the bill had not dropped in the legislature. MDH is in contact with the CJIS. CJIS will not cut the communications with camps this season. There is not a lot of feedback.

Allison responded that we would continue to keep this item on the agenda. Brian provided background on this issue. Camps are required to submit a background check. Traditionally, we receive results for the personal administrators for camps. Camps have an authorization number for their camp staff. An audit discovered that CJIS was not to disclose information to non-government entities. Eventually, they will stop sending background checks to individual camps. MDH has been working on some regulations to allow us to receive the information for the camps.

Allison thanked Brian for the hard work on this matter. Legislative changes are never easy.

New Business

Allison asked the council if there were any new businesses.

Brian reported that his team has been working to schedule on-site and virtual training dates. The following dates will be posted to the website soon:

In-Person Training Dates (8:30am to 4:30pm) - Registration for the in-person training will be through Eventbrite and is free to attend.

- February 28 Harford Community College (Harford County)
- March 15 Maryland Fire and Rescue Institute, University of Maryland (PG County)
- March 30 Chesapeake College (Queen Anne's County)

Virtual Training Dates (8:30am to 4:30pm) - The virtual training will be hosted on Webex, February 24, and April 6.

Questions from public:

- 1) What is the purpose of the training? Brian responded that the training is for all camp personnel. We review the entire camp process for licensing and opportunity to answer questions. The training has been well received in the past.
- 2) Will there be hot topics? Brian responded that there are no immediate plans for hot topics. Any updates will be addressed in this training.

Greg thanked Brian and Cassandra for the text in the pamphlet. He asked about the use of a logo. Cassandra responded that it was discussed but not approved. It is less of priority. It takes the involvement of more people. Greg mentioned that this has been asked in prior meetings.

Is the department good for seasonal staff this year. Brian commented that the budget has been approved. Greg asked if the council would consider some type of recognition for Linda's service to the council. Governor's citation, plaques, and email messages were of the many suggestions by the council and public. Mike responded that MDH presented Linda with a Governor's citation. 37 years of service.

Allison suggested sending emails to Linda and Michael. Lindsey volunteered to collect, compile, and make a book for Linda. February 28 is the deadline to send all emails. It was suggested to reach out to former council members. Tylvia will provide the emails.

Allison gave a wrap up to this meeting. The annual report and letter will be reviewed via email by council and scheduled for approval at the April 20th meeting. Cassandra and Brian will continue work on the updated communication for families. Brian will email the draft brochure to the council. Final approval is set for the April meeting. If not ready for approval in April, we will keep on agenda for the May 2nd meeting.

Adjournment

Allison requested a motion to adjourn the meeting at 10:45 am. Motion to end the meeting was given by Portia and second by Andrea. Thanks for your participation.

Respectfully Submitted By,

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

Approved on 04/20/2023 By: Council Members

And

Allison Abbondante, Co-Chair
Youth Camp Safety Advisory Council

Virgil Boysaw, Jr., Co-Chair
Youth Camp Safety Advisory Council