

# Youth Camp Safety Advisory Council

Web Ex Meeting  
Thursday, October 5, 2023  
Minutes

## YCSAC Member Attendance

Name	Representation	Attendance
Allison Abbondante	Camp Owner/Manager-For Profit	Present
Vacant	Public	Vacant
Andrea Haley	Local Health Department	Present
Cassandra Casey	Camp Owner/Manager	Present
LaPortia Barrows	Maryland Department of Health	Absent
Meena Suri	Camp Owner/ACA Accred.	Absent
Vacant	Camp Owner/Manager - Nonprofit	Vacant
Matthew Lewis	National Camping Organization	Absent
Anne Irwin	Camp Leader	Absent
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 10:01 am. Allison requested a motion to start the meeting. Motion approved by Virgil and Cassandra.

Allison added to agenda updates on the Youth Camp search and requested approval of the agenda. Agenda approved by Virgil and Cassandra.

Council members introduced themselves and stated their representation on the council. Allison has been a council member for six years and this is her final year on the council.

### **Update on Open Council Positions/Attendance**

Brian confirmed that there are 3 open positions. If anyone knows of someone of interest, please contact Tylvia, Brian or Allison.

There are 3 open council positions. The vacancies are on the webpage. There has been no activity on these positions.

- National Camp Organization - The individual shall be a camping leader with professional experience, but who is not a youth camp owner or manager.

- Public - The individual shall be a member of the public.
- Camp Owner/Manager - The individual shall be actively engaged in the ownership or management of a nonprofit youth camp.

### **Annual Report Data Summer 2023**

Allison reported that Lindsey Wuest sent her the annual report. Camps are to submit these reports within 2 weeks at the end of the camp. The report is important for funding or other matters regarding the council. She requested that camps complete the AR. Virgil requested a copy of the report. Allison will email the report to council members. The final report data will be provided in the next meeting, December 7th.

### **Youth Camp Communications Publication**

Allison provided a quick summary of why a communications statement was needed for camps. A member of the public sent her daughter to a camp that was not licensed by the State of Maryland. She asked the council to consider language regarding licensing to Youth Camp. A work group was started to work on information to give to camps and groups of interest. Cassandra reported that the State approved of the statement (below).

Statement approved: When you choose a Maryland certified youth camp program, you are selecting a program expected to meet Maryland State Health and Safety requirements.

Cassandra commented that when the YC search was not working this summer, that a PDF was available. It was useful while the search function was down. The search function is now operable.

Brian reported that the Center now has a new contractor to work on Salesforce. The first issue completed was the YC search feature.

Allison thanked Brian and Cassandra for their efforts on this matter. She asked if the YC statement can be shared with the camps. Brian will check on how to send notifications to the camps. Cassandra mentioned there may be other groups that could use this information. She requested that the information be provided to other groups of interest such as parents and neighbor associations. Allison agreed.

### **FBI Fingerprinting Status Updates**

Allison mentioned that we had some issues with background checks. Brian commented that this is a work in progress. The department is working closely with CJIS. We are in discussion as to the workflow and process.

**New Business**

Youth camp search tool is working.

The council members and the public had no new business.

Allison commented that the agenda for the December meeting will be posted. Discussion on the final annual report will be at that time.

Allison requested a motion to adjourn the meeting at 10:19 am. Motion to end the meeting was given by Cassandra and second by Virgil. Thanks for your participation.

Brian announced that he is the new Chief to replace Linda Rudie. He looks forward to working with everyone. Council members congratulated him.

Next meeting is Thursday, December 7.

Respectfully Submitted By,

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

Approved on March 7, 2024

By: Virgil Bogsaw and Cassandra Casey

Allison Abbondante, Chair  
Youth Camp Safety Advisory Council