

**Texas Youth Camp Advisory Committee
Meeting Notes & Action Items**

Purpose or Goal: Youth Camp Advisory Committee Meeting	Location: Department of State Health Services, Exchange Building, N 102, Austin, Texas
Meeting Date: 2/2/2012	Time: 9:30 A.M. – 12:00 P.M.

Attendees		
Beau Biron Committee Member	Danny Dawdy Committee Member	William Hinton Committee Member
Patricia Osborn Committee Member	Danielle Shaw Committee Member	Rod Moline DSHS
Laura Pfefferle DSHS	Heather Muehr DSHS	Michael Minoia DSHS
Larry Raper DSHS	Tim Huchton	Chuck Hart
Gail Zahara		

Minutes
<p>The meeting was called to order at 9:36 by William Hinton. Everyone present introduced themselves.</p> <p>There was a quorum present.</p> <p><u>Review and approval of the meeting minutes from the last meeting of the Advisory Committee.</u> The committee reviewed the minutes from the 10/6/2011 meeting. Meeting minutes were approved.</p> <p><u>Department of State Health Services (DSHS) updates.</u></p> <p>Mike Minoia gave an update on the Campus Program for Minors. The proposed draft rules are to be published in the Texas Register on Friday, February 3, 2012.</p> <p>Rod Moline, Policy, Standards, and Quality Assurance (PSQA) Unit Manager, updated the Committee. Paula Anderson, PSQA manager for the youth camp program, is no longer with DSHS. Two other management positions in the PSQA unit are also vacant. Right now, DSHS is under a hiring freeze. All job descriptions are currently under review as a result of a budget reduction of 28%. In the current climate the Legislature is focusing on the economic impact of regulation. This also has resulted in a review of agency strategies on how to accomplish our mission. We are currently looking at DSHS's authority for various programs, and reviewing regulatory programs through Rider 59 of the Appropriations Act. We may reduce or eliminate those functions for which we have limited or no enforcement authority. The youth camp program is one of the programs in which DSHS has full authority, and we work in partnership with the Youth Camp Advisory Committee. In other programs DSHS may limit its role to an advisory one. DSHS needs to maximize current resources by spending time and attention on areas with high risk where we have clear authority. At this time a reduction in force is not anticipated but it may become necessary to reassign duties for some</p>

Texas Youth Camp Advisory Committee
Meeting Notes & Action Items

personnel.

Danielle Shaw asked Rod at which point would DSHS stop regulating a program, even though it is mandated by statute. There would need to be a significant budget cut to affect the youth camp program. It is unknown if there may be an increase in the youth camp license fees at this time.

Bill Hinton stated that members of the youth camp industry are protective of the youth camp name. He said the youth camp rules were created by their predecessors and that the rules are important to keeping camps in Texas successful. He is glad to hear that they are partners with the State. He recommended that if there was a reduction of resources for the youth camp program that inspections be prioritized based upon past compliance history. All agreed that the highest priority is camps operating without licenses. He also recommended DSHS attendance at educational conferences, such as the Southwest Camping Conference and CAMPference.

Elect chairperson, vice-chairperson, and secretary of the committee.

The committee voted to re-elect Bill Hinton as chairperson and Beau Biron as vice-chairperson. The committee decided that there was no need for a secretary at this time.

Process and timeline for replacement of committee members who have expired terms.

Currently three members of the Advisory Committee have expired terms. These are Charles Crews, Dan Dunagan, and Kathryn Ragsdale. Mike Minoia outlined the process for replacing members on the committee. It was decided that notice of the need to replace members be posted on the youth camp web site, emailed to interested people, and included in mailings of licenses from DSHS. The application process should remain open until May 1, 2012, at which time it may be necessary to extend the application process depending on the number of applicants.

Work on youth camp rule revisions to 25 Texas Administrative Code, Chapter 265.

The rulemaking process time line for the June 14, 2012 Council meeting was presented. The proposed rule revision will include the four-year review under Government Code Sec. 2001.039, so all rule sections will be open for comment and potential amendment.

The committee made the following additional recommended changes to the draft youth camp rules:

- §265.12(i)(5)(C) Delete “and” at the end of the sentence.
- §265.12(i)(5)(D) Delete “Training shall include the need to minimize one-on-one isolated encounters between an adult and a minor or between two minors.”
- New §265.12(i)(5)(E) “the need to minimize one-on-one isolated encounters between an adult and a minor; and”
- New §265.12(i)(5)(F) “the risk of sexual activity between campers, steps to prevent sexual activity between campers, and how to respond if sexual activity between campers occurs.”
- §265.15(m) add “at the minimum”, so this would read “Camp trip first aid kits. First aid kits containing at the minimum the items listed in subsection (f) of this section shall be taken on all out-of-camp trips.”

Texas Youth Camp Advisory Committee
Meeting Notes & Action Items

- §265.19(d) add “of campers”, so this would read “Safety belts. In any vehicle used for transportation of campers that is equipped with safety belts or that is required by any law to be equipped with safety belts,”
- §265.19(d)(2) add “when the vehicle is in motion”, so this would read “all campers shall wear the safety belts provided when the vehicle is in motion.”
- Delete §265.23(a)(1)(B) if the general characteristics of a youth camp are changed.
- Delete §265.24(c)(1)(B) if the general characteristics of a youth camp are changed.

The committee voted approval for staff to make additional revisions to the draft rules if needed to reflect the proposed change in applicability in §265.11(25). It was also agreed that an additional meeting of the committee may be called to review the revisions.

Public comment.

No public comment was made.

The next committee meeting was set for September 20, 2012 at the Exchange building in Austin beginning at 9:30 A.M.

Meeting was adjourned at 11:52 A.M.

Minutes approved: _____

William Hinton, Chair, Presiding Officer