

Youth Camp Advisory Council Meeting Notes & Action Items

Purpose or Goal: Annual Advisory Council Meeting	Location: N 102
Meeting Date: 04/15/2010	Time: 9:00 – 5:00

Attendees		
Michael Bainton Committee Member	Beau Biron Committee Member	Danny Dawdy Committee Member
Dan Dunagan Committee Member	William Hinton Committee Member	Patricia Osborn Committee Member
Kathryn Ragsdale Committee Member	Danielle Shaw Committee Member	Paula Anderson DSHS
Laura Pfefferle DSHS	Heather Muehr DSHS	Michael Minoia DSHS
Courtney Hoffman	Gail Zahara	

Minutes
<p>Paula Anderson, Public Health Sanitation & Consumer Product Safety Group manager opened the meeting by greeting all present, and an explanation of all the handouts, which included the Adoption Preamble, a revised copy of the Adoption Rules, the Youth Camp Advisory Committee meeting minutes from 10/26/2009, New Youth Camp Inspection form, and new Private Water Supply Inspection form.</p> <p>Beau Biron, Vice-chairman called the meeting to order. Everyone present introduced themselves.</p> <p>Paula Anderson discussed the rules process, and the current status of the youth camp rules. She also reviewed the Adoption Preamble and discussed all of the comments to the rules in the Preamble.</p> <p>Laura Pfefferle, assistant general council, clarified why the revisions to section 265.29 discussed at the last meeting were not changed in the current Adoption Rules. Since this section had not been opened for revision in the Proposed Rule phase, it could not be opened in the Adoption Rule phase.</p> <p>Michael Minoia, youth camp subject matter expert, explained the Adoption Rule legend.</p> <p>Paula Anderson discussed a phase in of the new rules to allow camps sufficient time to learn about the new rules without penalty. Any camp that is cited this summer for a violation of new sections of the rules would be given a deficiency notice and be required to submit a corrective action plan (CAP) detailing how the camp would come into compliance with the new rules. No escalated enforcement would be taken against any camp that submitted an adequate CAP.</p> <p>There was a general discussion concerning the definition and general characteristics of a youth camp in the Adoption Rules. Some of the proposed changes to the definitions would need to be changed in the statute before the definitions in the rules could be changed. Regulation of vacation bible schools was discussed as part of the possible revisions to the general characteristics of a youth camp. This</p>

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discussion was tabled to Open the Future Rules agenda item.

William Hinton, Chairman of the committee opened a discussion about having different tracks for the various types of youth camps. He wanted to have some core requirements that would apply to all youth camps. Additionally, there would be specific requirements only applicable for the various sub-categories of youth camps, such as a section for day camps and a different section for residential camps. Beau Biron wanted to know if it were possible to have some type of trademark that camps could use to advertise that they were licensed by DSHS. Kathy Ragsdale brought up the possibility of some type of public education offered by DSHS that would deal with promoting state licensed youth camps. There was a discussion of private water supplies at youth camps, and the new requirements for these private systems, as well as an explanation that the new requirements were added because TCEQ had downgraded youth camp water systems from a public system to a private system. There was a discussion about the criminal background checks and those persons who would be excluded from working at a camp. The possibility of having DSHS conducting background checks using finger printing similar to DFPS was discussed, but it was decided that at the current time this was not feasible for the youth camp industry. Paula Anderson discussed the lack of special provisions in the youth camp rules for therapeutic camps.

Kathryn C. Perkins, Assistant Commissioner, Division for Regulatory Services addressed the group and gave an update to the status of the Adoption Rules and the concern of HHSC about the length of time a license holder may not apply for a new license after a license has been denied or revoked. HHSC believes that it would not look appropriate to change the two year waiting period in the Proposed Rules to a one year waiting period in the Adoption Rules. Therefore the two year waiting period was restored to the Adoption Rules. Although this was not changed at this time, it may be possible to change the time period in future revisions of the rules.

Laura Pfefferle talked about the role of the committee and lobbying as a group. Although individuals can lobby the legislature, if an individual identifies themselves as being a committee member it might give the appearance they are lobbying on behalf of DSHS. She will get a further legal opinion of an individual identifying themselves as a committee member while lobbying.

The discussion about the definitions of a youth camp was reopened. Discussion items included:

- Definitions in statute versus definitions in rule.
- Changes to the general characteristics of a youth camp.
- If any operation promotes themselves to the public as a camp, then those operations should fall within the jurisdiction of DSHS and be licensed as a youth camp. It was determined that to be able to use the term “camp” exclusively for a licensed youth camp would probably need legislative action.
- Should the youth camp rules include single purpose camps, such as a baseball camp.
- Inspection of facilities a camp may use within a municipality with a local health department, that does not inspect that facility. Local versus DSHS jurisdiction. Can DSHS say that we absolve ourselves of the health and safety of campers at these facilities or should DSHS require a camp to obtain documentation from the local authority that the facility meets regulations. Research ACA non-owned facility programs.
- Possibly change the statute to license an operation instead of a facility.

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The committee decided to look at future rules with regard to having core requirements for all camps and additional specific sections for different types of camps. Three types of camps were chosen, day camps, residential camps, and travel camp. Members were selected to research specific changes to the rules.

- Kathy Ragsdale – Residential camps
- Michael Bainton – Day camps
- Danielle Shaw – Core rules for all camps
- Danny Dawdy – Rental/User Group camps
- William Hinton – Travel/Primitive camps

In order to facilitate the research, it was suggested that committee members call on colleagues for advise and help with the sections. It was determined that there were no provisions or prohibitions in the statute for “ex-officio members”, so anyone could be invited to work with the committee.

The next committee meeting date was set for August 25, 2010 to be held at Highland Lakes Baptist Encampment.

The committee discussed the committee processes and protocols that were not incorporated into the Adoption Rules. It was moved that the committee would abide by the protocols until they could be incorporated into the rules. These were:

§265.29(c) Add new sections dealing with the committees.

- (6) Presiding officer. Each committee shall annually select from among its members a chair who will serve as the presiding officer of the committee. The presiding officer of the committee shall preside over the committee.
- (7) Reports. The presiding officer shall file an annual written report with the department.
 - (A) The report may list the meeting dates of the committee and any subcommittees, the attendance records of its members, a brief description of actions taken by the committee, a description of how the committee has accomplished any specific tasks officially given to the committee, the status of any rules that were recommended by the committee, and anticipated activities of the committee for the next year.
 - (B) The report shall cover the meetings and activities in the immediate preceding 12 months and shall be filed with the department each [choose month]. The report shall be signed by the presiding officer.
- (8) Committee abolished. By October 1, 2021, the executive commissioner will initiate and complete a review of the committees to determine whether the committees should be continued, consolidated with another committee, or abolished. If a committee is not continued or consolidated, the committee shall be abolished on that date.

The committee voted and approved the Adoption Rules as proposed.

The meeting was opened to Public Comments. Courtney Hoffman talked about Camp on the Move.

Meeting was adjourned.

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