

**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: 9/25/2013	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 Via telephone	Britt Darwin-Looney Committee Member Via telephone	Laura Pfefferle DSHS
Michael Minoia DSHS	Heather Muehr DSHS	Michelle Mauldin
Courtney Hoffman	Tim Huchton	Rick Denison
Gail Zahara		

Minutes
<p>The meeting was called to order at 9:46 by William Hinton.</p> <p>There was a quorum present.</p> <p>Department of State Health Services (DSHS) updates.</p> <p>Mike Minoia gave an update on the replacement committee member. There were two applicants for the committee, one of which did not submit a complete application package (lacking the required two references). The documentation for appointing a new committee member had been sent up the chain of command.</p> <p>Mike Minoia gave an update on the Campus Program for Minors (CPM). The program seems to be working well. Quite a few colleges and universities are sending in the required lists of CPM employees that have completed the training.</p> <p>Mike Minoia then updated the committee on the 2013 youth camp season. There were 552 licensed youth camps, of which 505 were inspected. Only 47 licensed youth camps were not inspected, giving a 91.5% inspection rate. To date, there were 5 inspections referred for escalated enforcement. Two were camps operating without a license and the other three were for repeat violations. The most common deficiencies noted on inspections in 2013 were lack of proper documentation, including staff member character & integrity records, annual criminal background check lists kept on-site, and sexual abuse and child molestation training and examination program documentation kept on-site. Most of the camps cited for these deficiencies had the documentation at a central location, but not at the youth camp as required by rule.</p>

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Review and approval of the meeting minutes from the last meeting of the Advisory Committee. The committee reviewed the minutes from the 2/2/2012 meeting. Meeting minutes were approved. The meeting on 10/30/2012 did not have a quorum so there were no committee minutes.

The election of new committee officers was deferred to the next meeting.

Official comments on the proposed revisions to the youth camp rules, 25 Texas Administrative Code, Chapter 265.

- Section 265.17(f)(2)(C) – delete age and replace head gear with helmet, so this would read “(C) require all riders (campers and instructional staff) to wear appropriate protective helmets.”
- Sections 265.12(g) and (h), and 265.23(c) - delete all references to “deferred adjudication.
- Section 265.24(b) – delete “by first-class mail” to allow for other methods of notification. Additionally it was proposed at all renewal correspondence be by email. However, upon discussion, this suggestion was withdrawn since email information is not currently required of the youth camp renewal application.
- Section 265.15(f) – add a sentence that first aid supplies should be in single use packaging.

Public comment. No public comment was made.

The next committee meeting was set for October 1, 2014 at the Exchange building in Austin beginning at 9:30 A.M.

Meeting was adjourned at 11:40 A.M.

Minutes approved: _____
William Hinton, Chair, Presiding Officer