

Youth Camp Advisory Council Meeting Notes & Action Items

Purpose or Goal: Annual Advisory Council Meeting	Location: N 102
Meeting Date: 09/12/2018	Time: 10:00–11:15AM

Attendees		
Patricia Osborn Committee Member	Robert Miller Committee Member	Janet Leubner DSHS
Jeff Mantia DSHS	Cheryl Wilson DSHS	Courtney Hoffman TX Government Relations
Allen Smith Committee Member	Jason Guzman DSHS	Irina Meza DSHS
Danny Dawdy Committee Member	Joe Contreras DSHS	Carolyn Pittman DSHS
Shannon Brown DSHS	Dr. Rod Moline DSHS	
Andrew Birchfield Committee Member	Mireya Uribe-Warren DSHS	

Minutes
<p>Welcome and call to order Mr. Danny Dawdy. Introduction of new Texas Department of State Health Services (DSHS) staff member, Mr. Jeff Mantia, R.S., Youth Camp Compliance Officer. Introduction of present committee members: Allen Smith, Patricia Osborn, Robert Miller, and Danny Dawdy. Introduction of DSHS Staff: Jeff Mantia, Jason Guzman, Shannon Brown, Joe Contreras, Cheryl Wilson, and Dr. Rod Moline.</p> <ul style="list-style-type: none"> • Mr. Jeff Mantia overview of last meeting minutes. <ul style="list-style-type: none"> ○ Fiscal year enforcement ○ HB492 ○ Update of possible legislation ○ American Camp Association standards changes ○ Over of DSHS website ○ Pictures and activities ○ Revisions to Texas Administrative Code (TAC) – Active shooter events ○ Immediate Response Requirements ○ Waste water Management Plan ○ National Fire Standards ○ No Public Comment ○ Meeting adjourned • Mr. Danny Dawdy – committee motion to approve last meeting year’s minutes 03/7/2018. Seconded by Mr. Jeff Mantia. Approved as printed.

Youth Camp Advisory Council Meeting Notes & Action Items

- Mr. Jeff Mantia – DSHS youth Camp Update.
 - 100% review of Background checks and sexual molestation awareness trainings of 32 randomly selected youth camp.
 - Sexual Abuse and Molestation Awareness training certificate or exam need provider name and approval number to verify as an approved DSHS course.

Discussion:

- Background checks have by rule: use local, state, and national databases.
 - Concern with the varying cost of the different agencies providing background check.
 - Committee Members have concern with private information being release due to an open records request.
 - Guidelines for inspectors. Would like clear guideline on what information is required in the field and submission to central office.
 - Will the random selection be up for discussion was continuing random selection of youth camps? Unknown at this time by the department.
 - Under statue we have the ability to have copies of specific documents for retention and record and request all.
 - Possible disclosure to employees at time of employment. And who can ask for the information and who can review - guidelines.
 - Creation of DSHS Policy within the agency on which personnel will view Background report information and Criminal information.
 - 32 selected youth camps had no problems with the random selection and background checks review.
 - Concern that some checks result in 'hits' for individuals with similar names or birth dates.
 - DSHS would need documentation of the individuals with similar names or birth dates to prove the individual in question has a clear background check.
- Program revision of Youth Camp Rule Chapter 265 subchapter (B)
 - New Definition – Challenge Course
 - Hazardous Activity definition – revised to Youth Camp Activity.
 - Possible change of general characteristics of the youth camp.
 - Removal of OIG to report incidents of abuse or neglect of a minor
 - Abuse or neglect of a minor offsite, refer to family code.
 - Open Discussion – appointment of committee members. Some of the Committee Members terms have expired and did not attend the meeting. The executive commissioner must approve committee members.
 - Public Comment
 - Courtney Hoffman – reporting of abuse or neglect of a minor at a youth camp to the department. 'The Department' is defined but can we add a contact

**Youth Camp Advisory Council Meeting Notes
& Action Items**

information. To be clear and give the exact information so it is easier for people to report.

- Has a challenge course description as 'educational' in Insurance Code. 2005
- Suggestion on next meeting dates: Tentative - March 20, 2019.
 - Comment - University of Texas has pushed back spring break. Recommend an earlier date.
- Adjourn – motion Mr. Robert Miller and seconded by Andrew Birchfield.
- Next meeting date Scheduled for Tentative - March 20, 2019
- Meeting Adjourned: 11:00 AM