

american **CAMP** association™  
Committee Meeting Minutes

1. Committee Name: Public Policy Committee
2. Committee Chair: Sharon Kosch
3. Meeting Dates: November 17-19, 2005
4. Meeting Location: Indianapolis, Indiana
5. Role Call:

Committee Members Present: Sharon Kosch, Chair; Don Cheley, Steve Sudduth, and Jane Sanborn

Committee Members Absent: Vance Gilmore, Darrow Milgrim, Scott Brody, Ann Sheets, and Phillip Lovell.

Staff Present: Peg Smith, Rachel Williams and Susan E. Yoder

6. Discussion and Actions:

A. Welcome and Introductions: Kosch called the meeting to order at 9:06 am on November 18, 2005. A number of items were placed on the "parking lot" to be added to the stated meeting agenda:

- School Calendars
- Youth Coordination Act

B. Committee Operating Code: Kosch reviewed the policy governance governing style of the ACA National Board. She noted that this Committee is a Board Committee with accountability to operations.

**Yoder-** At the Board meeting a Policy Task Force has been formed with Peter Surgenor as it's chair.

**Kosch** – Emphasize that committees and commissions need to work together.

**Kosch** – Raised the question if the chair of the Public Policy should be a member of the Board – link to the Council of Delegates which Committee does not have.

The Committee wants this to be looked at for all Board Committees.

The Committee is to review the rationale and make a decision about whether to make this request of the Board. Eliminate the concept of "Section Liaisons" from the role of the Public Policy Committee. Instead, continue developing the concept of "issues liaisons/experts."

The Committee needs to communicate directly with Section Legislative Chairs regarding the Committee's work.

**C. International Agencies Meeting Report:** Kosch and Cheley both attended. It was discussed that best practices need to be used for staff. (develop human rights) Cheley discussed the difficulty of med forms being completed by international staff. A suggestion was made that maybe a parents handbook for students needs to be made. Smith stated camps need to be educated on who is responsible for staff coming.

**D. Public Lands:** Sanborn and Cheley presented redraft of Public Lands Position paper. Position paper to be put in template form by staff. Sanborn/Cheley will develop a list of facts that need to be added to the paper. They will also develop questions about public lands to ask the Sections. Sanborn/Cheley will redraft the paper and send it to "friends" for their comments.

Discussion was had about the Pombo bill which was to sell mining rights to help with the cost of Katrina.

Municipal issues

- o Draft letter re: Joshua Tree similar to Boulder issue: **Jane/Don**
- o Develop a relationship with a key person at the National Parks: **Jane/Don**
- o Develop relationship with state parks: **Sharon/with Steve Shively**
- o Keep up with mining issue: **Jane/Don, Sharon to connect with Sierra Club**

**E. Criminal Background Checks:** Gilmore, Lovell, Milgrim joined us via teleconference. Kidwell joined meeting. Kosch discussed revisions may be made to the Standard HR4. The Committee will revise and approve Strategic Plan. Kosch to have others review plan – Will Evans, National Standards Commission, and Insurance Committee. Committee discussed revising the position paper – Yoder and Kosch. Biological based checks were discussed. Lovell stated that they are costly. Yoder talked about SafetyNet and the pilot program.

Kidwell reviewed companies that we are working with for CBCs.

Intel Corp, Lexis Nexus, ADP, and Nat'l Background Invest

The meeting was recessed for the evening at 3:40 pm on November 18, 2005

The meeting was reconvened at 9:05 am on November 19, 2005.

**F. Issues Groups:** Sudduth discussed Issues Groups are missing in purpose – Committee needs development, better contact with Sections legislative drive. An annual review of the groups is needed. Committee discussed that Issues Groups need to have full Committee participation. Yoder will add each Committee member to Issues Groups. Yoder will train facilitators on how technology works for the Issues Groups. Each facilitator will work with Williams on key words and phrases to be monitored. Sanborn suggested that at the National Conference we should have an Issues Group

sign up sheet. Kosch stated that we do not need Issues Groups at this time for Immigration, Camp Safety, Yr Round School, or Social Security.

- Public Lands: Facilitated by Cheley and Sanborn
- Wage Issues: Facilitated by Brody and Lovell
- Transportation: Facilitated by Milgrim
- Criminal Background Checks; Facilitated by Kosch and Sudduth

### G. Camp Safety

Lovell discussed Federal Youth Coord. Act HR 856 (To establish a Federal Youth Development Council to improve the administration and coordination of Federal programs serving youth, and for other purposes) which passed on November 15. Not sure if money was tied to it. Yoder will work with Lovell to develop an issues paper. On Aug 11 a letter was issues to Congress about "Brat Camp". Lovell will work with Yoder & Kosch on Brat Camp issue (key questions that need to be asked.) Sudduth raised the question "What prompted the letter" Smith also questioned if the was a champion on the bill? Lovell asked if ACA typically accredited "boot camps". Kosch stated we do not typically accredited "boot camps" Kosch stated that issues like "Brat Camp" opens doors for individuals to try to sneak things into the Camp Safety Act.

**H. Transportation:** Brody, Lovell, and Milgrim joined via teleconference. Milgrim stated that several insurance companies are now re-insuring 15 passenger vans. Milgrim will check with insurance companies for underwriting – are non profits considered/mobile equipment – not licensed for public roads. Sanborn discussed law of child safety seats vary from state to state. Milgrim will review and update issue paper and add the following issues: Age of driver, child safety seats, mobile equipment. It was discussed that some education may be needed on child safety seat laws for each state.

### I. Public Policy Website

Committee discussed that the Public Policy web page needed to be updated. Archive old information. Redesign format. Public Policy information needs to be in several different places on the website with links. Brody agreed to help Yoder. Suggestion was made to include explanation of what the issues groups are.

Brody -suggested tracking how many hits each item has.

Kosch- Issues Group facilitator should help keep information updated.

Cheley- need health issues section. Mentioned that Linda Erceg would be a good person to ask for help.

**J. Sessions at the ACA National Conference 2006:** The Committee discussed what sessions to offer at the upcoming conference. It was agreed that four sessions would be offered:

- General Overview
- Criminal Background Checks – Everything you wanted to know but were afraid to ask

The entire Committee committed to participating in the overview session. Staff will find out the details of the CSC session being offered by a commercial firm.

Brody brought up the Committees obligation to provide federal public policy sessions at ACA Regional and Section meetings.

The Committee agreed to reserve spots at Tri-State, MidStates, CampWest, and New England.

J. Next Committee Meeting: The Committee discussed conducting the next meeting in the Spring with location to be determined depending on CBC issues. Committee members were asked to share their availability for a meeting in April by sending an email to Yoder with the dates of availability.

K. Adjourn: Kosch thanked the Committee for their participation and adjourned the meeting at 1:15 pm.

## 7. Summary of Items Requiring Action By Staff:

- Add a question to the Section Annual Report that asks what the legislative/regulatory issues are in their states and what they anticipate for the future: Susan to coordinate with the Field Service Committee
- Public Lands – Position Paper. Put in the template form: **Staff**
- Criminal Background Checks – Revise Strategic Plan: **Staff**
- Criminal Background Checks - Draft the position paper based on the outline discussed: **Staff/Sharon**
- Criminal Background Checks – Hiring Criteria Issue. Develop comprehensive list of what each state has now. **Staff to ask Sections help**
- Criminal Background Checks- Hiring Criteria Issue. Once we have the information, then develop next steps: **All**
- Issues Groups - Develop “initial message” for each group: **Staff/each facilitator**
- Issues Groups - Develop draft “recruitment message and plan” to Sections: **Staff**
- Issues Groups - Each facilitator to talk with Rachel about what key words and phrases she should be monitoring/tracking daily: **Rachel/All facilitators**
- Issues Groups - Send draft of the facilitator job description to the Committee for comment and finalization: **Sharon/Staff**
- Issues Groups - Train facilitators on how the technology works: **Susan**
- Issues Groups - Add each Committee member to every issues group: **Staff**
- Federal Youth Coordination Act - Develop an issue paper following our template: **Phillip/Staff**
- Public Policy Website - Develop a plan for redesign and content changes: **Scott/Susan**
- National Conference 2006 - Find out the details of the CBC session being offered by a commercial firm: **Staff**

## 8. Summary of Assignments to Committee Members:

### Committee Scope and Responsibilities

- Develop a draft piece regarding the rationale for the Chair of Public Policy to be appointed by the Board to serve as a member of the Council of Delegates: **Sharon**
- Committee to review the rationale and make a decision about whether to make this request of the Board: **All**
- Eliminate the concept of "Section Liaisons" from the role of the Public Policy Committee. Instead, continue developing the concept of "issues liaisons/experts." : **All**
- The Committee needs to communicate directly with Section Legislative Chairs regarding the Committee's work (copied to Executives): **Sharon on behalf of the Committee**

### Public Lands

- Position Paper
  - Develop list of "facts" we need to add to the document: **Jane/Don**
  - Develop questions re: public lands to ask Sections: **Jane/Don**
  - Redraft paper and send to "friends" for comment: **Jane/Don**
- Municipal issues
  - Draft letter re: Joshua Tree similar to Boulder issue: **Jane/Don**
  - Develop a relationship with a key person at the National Parks: **Jane/Don**
  - Develop relationship with state parks: **Sharon/with Steve Shively**
  - Keep up with mining issue: **Jane/Don, Sharon to connect with Sierra Club**

### Criminal Background Checks

- Committee review revised plan and approve: **Committee**
- Have "friends" review the plan – Insurance Committee, National Standards Commission, Will Evans, etc: **Sharon to coordinate asking**
- Indicator fact finding by state – find out: **Darrow**
- Draft the position paper based on the outline discussed: **Staff/Sharon**
- Follow up with NYSCDA re: HR 3132: **Sharon**
- List of educational pieces we need to develop: **Sharon to assign**
  - Related to the Strategic Plan
    - What actually comes up when you run a check
    - Difference between the sexual predator registry
    - What checks are there? SSN, DL, etc.
    - Accusation vs Conviction
    - Who should get a check
  - Related to the new partnerships – what we need on the Web
    - All of the above
    - What is available from the various commercial firms
    - What is a CBC
    - Questions to ask when choosing a commercial check firm

- Comparative terms (the various firms use different language for the same thing – we need to clarify and compare)
  - Related to HR 4
    - All of the above
    - Plus, clarifying the wording of who gets a check
    - Developing interpretation language for HR 4
    - Tagged checks differentiation
- Hiring Criteria Issue
  - Develop comprehensive list of what each state has now: **Staff to ask for Section help**
  - Once we have the information, then develop next steps: **All**

#### Issues Groups

- Develop “initial message” for each group: **Staff/each facilitator**
- Each facilitator to talk with Rachel about what key words and phrases she should be monitoring/tracking daily: **Rachel/All facilitators**
- Send draft of the facilitator job description to the Committee for comment and finalization: **Sharon/Staff**
- Wage Issues Group – **new co-facilitator: Phillip**

#### Federal Youth Coordination Act

- Develop an issue paper following our template: **Phillip/Staff**

#### Transportation Issues

- Review and update issue paper: **Darrow**
- Add the following issues to the issue paper: child safety seats, age of driver, mobile equipment: **Darrow**
- Federal Motor Vehicle Act – get more info that would then be disseminated: **Darrow – Scott to provide key questions**

#### Public Policy Web Site

- Develop a plan for redesign and content changes: **Scott/Susan**
- Develop a list of health care regulatory issues that should be included: **Jane**

#### National Conference 2006

- Develop a session on an overview of the issues: **Sharon**
- For the Council of Delegates, we will be presenting a CBC update and the Public Lands Position Paper: **Sharon to organize, all to attend if they can**

#### Parking Lot Items

- Development of sessions and/or templates of sessions for regional and section conferences.
- Develop a case study of the CBC process

#### 9. Summary of Motions:

None

10. **Next Meeting:**  
Location depends on CBC issues

To be determined, Spring 2006

11. **Minutes Submitted by:**

Rachel Williams