



**Michigan Department of Lifelong  
Education, Advancement, and Potential**



**OCTOBER 16, 2024**

## Camp Administrative Rules Ad-hoc Committee Orientation

Camp Licensing Unit  
Office of Education Partnerships  
Division of Out-of-School Time Learning and Camp Licensing

# Agenda

1. Welcome and call to order
2. Introduction of committee members
3. Overview of statutory responsibilities and charge to committee
4. Review of resources for committee's work
5. Review committee's schedule
6. Questions and comments
7. Adjournment

To better know our work group, please take a moment to introduce yourself and tell us what organization you represent or what perspective you bring to the table.

# Introductions



# Overview of Statutory Responsibilities

## CHILD CARE ORGANIZATIONS (EXCERPT)

### Act 116 of 1973

#### **722.112 Rules; ad hoc committee; restrictions; review; compliance timeline.**

##### Sec. 2.

(5) Rules once promulgated are subject to major review by an ad hoc committee not less than once every 5 years and must be reviewed biennially by the department. The ad hoc committee shall be established by the department, shall consist of not less than 12 members, and shall include representatives of the groups and agencies indicated in subsection (2). The ad hoc committee shall hold at least 2 public hearings regarding the review of rules and shall report its recommendations regarding rules to the appropriate committees of the legislature.

# Overview of Statutory Responsibilities

MCL.722.112

- (4) The rules promulgated under this act shall be restricted to the following:
  - (a) The operation and conduct of childcare organizations and the responsibility the organizations assume for childcare.
  - (b) The character, suitability, health, training, and qualifications of applicants and other persons directly responsible for the care and welfare of children served.
  - (c) The character and health of household members.
  - (d) The general financial ability and competence of applicants to provide necessary care for children and to maintain prescribed standards.
  - (e) The number of individuals or staff required to ensure adequate supervision and care of the children received.
  - (f) The appropriateness, safety, cleanliness, and general adequacy of the premises, including maintenance of adequate fire prevention and health standards to provide for the physical comfort, care, and well-being of the children received.

# Overview of Statutory Responsibilities

MCL 722.112(4) *cont.*

- (g) Provisions for food, clothing, educational opportunities, programs, equipment, and individual supplies to assure the healthy physical, emotional, and mental development of children served.
- (h) Provisions to safeguard the legal rights of children served.
- (i) Maintenance of records pertaining to admission, progress, health, and discharge of children.
- (j) Filing of reports with the department.
- (k) Discipline of children.
- (l) Transportation safety.

# Ad-hoc Committee's Charge

The Camp Administrative Rules Review Ad-hoc Committee's Charge is to:

1. Conduct a major review of the current camp administrative rules.
2. Hold two public hearings regarding the review of the rules.
3. Report its recommendations regarding the rules to the appropriate committees of the legislature.

# How are we going to do this work?

The committee is a broad representation of stakeholders who have perspective on the current camp administrative rules. The major review process will involve:

1. Information Sharing: The committee will receive data within the week. The data reports will include common rule violations for the past five years, incident report statistics, number of licensed camps by type, and summary of variance requests.
2. Personal Review: the committee will receive a guided thinking tool asking specific questions for contemplation about the administrative rules. This tool will assist in consistently gathering committee members reflections about the rules.
3. In-person work-day: the committee will gather for an in-person workday to review and discuss feedback from committee members about the current administrative rules.
4. Public Hearings: Two virtual public hearings will be conducted. These public hearings offer an opportunity for public members to provide feedback on the current administrative rules. These comments will be gathered for review by the committee.
5. Virtual Committee Meeting: A final review meeting will be held virtually for the ad-hoc committee to discuss the comments from the public hearing and identify key recommendations for the report.
6. A sub-group will write the recommendations for the report to the legislature.



# What is the schedule?

Date	Task
October 18	Information Sharing: An electronic packet including administrative rules, data (common rule violations, incident report summary, camp types, etc), guided thinking tool, and in-person meeting details will be sent by email.
October 30 (10:00am-4:00PM)	In-person Meeting at Michigan Library and Historical Center, Lake Superior Room, 702 W. Kalamazoo St. Lansing, MI 48911.
November 19	Optional Public Hearing #1: Zoom link will be sent before meeting to all committee members.
November 26	Optional Public Hearing #2: Zoom link will be sent before meeting to all committee members.
December 10 (1pm-3pm)	Ad-hoc Committee Virtual Meeting: Zoom link will be sent before meeting to all committee members.
December 31	Final report to legislative Liaison – MiLEAP for distribution.

Committee questions can be directed to:

James Vanden Heuvel  
Lead Camp Consultant  
[vandenheuvelj@michigan.gov](mailto:vandenheuvelj@michigan.gov)

Or

Tammy Salazar, Executive Secretary  
[salazart2@michigan.gov](mailto:salazart2@michigan.gov)



# Questions or Comments?