GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

Lucas Gerke
YMCA Camp Manitou-Lin
1095 Briggs Rd
Middleville, MI 49333

November 03, 2023

RE: License #: CR080200899
Investigation #: 2023C0434021
YMCA Camp Manitou-Lin

Dear Mr. Gerke:

Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

If you desire technical assistance in addressing these issues, please feel free to contact me. In any event, the corrective action plan is due within 15 days. Failure to submit an acceptable corrective action plan will result in disciplinary action.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

James VandenHeuvel

James P. VandenHeuvel, Licensing Consultant
Bureau of Community and Health Systems
350 Ottawa, N.W., Unit 13, 7th Floor
Grand Rapids, MI 49503
(616) 901-3730

enclosure

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
SPECIAL INVESTIGATION REPORT

I. IDENTIFYING INFORMATION

License #:	CR080200899
Investigation #:	2023C0434021
Complaint Receipt Date:	07/18/2023
Investigation Initiation Date:	07/18/2023
Report Due Date:	09/16/2023
Licensee Name:	YMCA of Greater Grand Rapids
Licensee Address:	475 Lake Michigan Dr. Grand Rapids, MI 49503
Licensee Telephone #:	(616) 855-9600
Administrator:	Luke Gerke
Name of Facility:	YMCA Camp Manitou-Lin
Facility Address:	1095 Briggs Rd Middleville, MI 49333
Facility Telephone #:	(269) 205-9007
Original Issuance Date:	06/01/1913
License Status:	REGULAR
Effective Date:	09/09/2021
Expiration Date:	09/08/2023
Capacity:	363
Program Type:	CHILD CAMP - RESIDENTIAL

II. ALLEGATION(S)

	Violation Established?
The camp staff did not provide adequate supervision.	Yes

III. METHODOLOGY

07/18/2023	Special Investigation Intake 2023C0434021
07/18/2023	Special Investigation Initiated - Telephone
07/18/2023	Contact - Document Received
07/26/2023	Inspection Completed On-site
10/17/2023	Contact-Telephone call made
10/17/2023	Inspection Completed-Sub Compliance
11/03/2023	Corrective Action Plan requested and due by 11/18/2023
11/03/2023	Exit Conference by Telephone with camp director Luke Gerke

ALLEGATION:

The camp staff did not provide adequate supervision of campers.

INVESTIGATION:

On 7/18/23, the department received an incident report (BCAL 4605) form submitted by Camp Director Luke Gerke advising the department of an incident that occurred at the camp facility on 7/15-7/16 between 11pm and 2am. The incident report read "On Sunday afternoon at roughly 4:30pm, it was reported to Josh Wilson and Luke Gerke that several campers had snuck out from their cabin and drank alcohol over the course of Saturday night/Sunday morning." The incident report provided a narrative of the investigation the camp administration conducted. The report included "Multiple campers corroborated that camp staff had left the campers behind in their cabin at roughly 11pm and did not return until after 1am. During the time they were away from the cabin, three campers (Camper A, Camper B, and Camper C) left the cabin and consumed a bottle of vodka."

On 7/18/23, I contacted centralized intake to report the incident. I received the log ID #102439312.

On 7/26/23, Camp licensing consultant Crystal Smith conducted an onsite inspection. She interviewed program director Josh Wilson. Mr. Wilson stated the camp counselors involved in the incident were Jasmine Rogerson and Marcus Moscicki. Mr. Wilson stated both camp counselors were terminated from employment at the camp. Mr. Wilson stated the campers were registered for the off-site trip that ran from July 14-July 16, 2023. Mr. Wilson stated the staff are trained in supervision and are not allowed to leave the bunks during the night. He stated staff are trained to sleep in the bed nearest to the entrance doors. Mr. Wilson stated the two staff were assigned to cabins. He stated ratio of staff for the male cabin (Cone Flower) was one staff to six campers. Mr. Wilson stated the ratio of staff for the female (Ironwood) cabin was two staff to 15 campers.

Ms. Smith reviewed the cabin ratios on the cabin rosters for the boys Cone Flower Cabin and girls Ironwood cabin. She found the one staff to six campers listed in Cone Flower cabin. She found two staff to 15 campers listed in the Ironwood Cabin. Ms. Smith reviewed the supervision policies. The supervision policies which included what supervision means, how to supervise in various settings (i.e. waterfront, bathrooms, meal times, chapel, and other settings)

On 10/17/23, I interviewed Mr. Gerke about his behavior management policy, night time supervision policy, and staff disciplinary process. Mr. Gerke stated the two counselor staff (Mr. Moscicki and Ms. Rogerson) were terminated on Sunday, July 16. He stated the third staff member who was sleeping in the female cabin but was unaware of the incident was written up with a formal discipline report but was not terminated.

Mr. Gerke stated the staff participated in all the pre-camp staff training and taught about appropriate supervision. He stated the cabin counselors are expected to stay in the cabin during the nighttime as part of their supervision responsibilities.

Mr. Gerke stated the group was at the camp for the weekend hold-over experience between sessions 5 and sessions 6. He stated the campers were considered CIT (Counselor in Training) and pay to be at the camp. Mr. Gerke stated the weekend hold-over is an option for campers who can’t go home between sessions. Mr. Gerke stated he recognizes that all licensing rules apply for these weekend hold-over experiences for campers. He stated the campers involved in the incident were separated from the other campers as the investigation occurred and then sent home on 7/17/23.

I reviewed the behavior management policy on pgs 40-54 of the YMCA Camp Manitou-Lin 2023 Staff Training Manual. The policy includes sections titled “Managing Camper Behavior”, “Behavior Agreement Processes and Documentation”, “Behavior Management: Preventative and Reactive”, “Bullying Prevention and Intervention”, and “Behavior Management: things not to do”. On pg. 54, the policy reads “Never be alone with a camper. Also, campers shall not be

placed alone without adult supervision, observation, and interaction." In addition, the policy reads "never leave a camper unsupervised."

I asked Mr. Gerke if the camp has a method for ensuring camp staff compliance with the behavior management policy and particularly of not leaving campers unsupervised especially at nighttime. Mr. Gerke stated a "director on duty" is responsible for ensuring compliance by the camp staff and it is also understood that other staff will report to the director on duty if the camp staff are not reporting to cabin by curfew.

APPLICABLE RULE	
R 400.11113	**Behavior management.**
	(1) A camp shall have and follow a written camper behavior management policy.
For Reference:	**(3) A camp shall include in the policy a statement that a camper shall not be deprived of food or sleep; shall not be placed alone without staff supervision, observation, and interaction; or shall not be subjected to hazing, ridicule, threat, corporal punishment, excessive physical exercise, or excess restraint.**
ANALYSIS:	Through interviews and record reviews it is determined the camp staff left campers unsupervised despite the pre-camp training provided. The camp has a comprehensive behavior management policy with explicit instructions to not leave campers unsupervised. However, the camp staff violated the policy and as a result were terminated.
CONCLUSION:	**VIOLATION ESTABLISHED**

On 11/03/23, I conducted an exit conference with Mr. Gerke by telephone. I reviewed the findings of this report. Mr. Gerke stated he understood the findings of the report and commits to developing a written corrective action plan.

IV. RECOMMENDATION

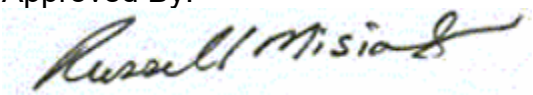
Upon submission of an acceptable written corrective action plan, I recommend no change in licensing status.

James VanHeuvel 11/3/23

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James P. VandenHeuvel Date
Licensing Consultant

Approved By:



11/3/23

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Russell B. Misiak Date
Area Manager