STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

Traci Tribley
Lions Visually Impaired Youth Camp, Inc.
3409 N. Five Lakes Rd.
Lapeer, MI 48446

August 28, 2025

RE: License #: CR440200659
Investigation #: 2025C0450002
Lions Bear Lake Camp

Dear Traci Tribley:

Attached is the Special Investigation Report for the above-mentioned 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.

Please review the enclosed documentation for accuracy and contact me with any questions. If I am not available and you need to speak to someone immediately, please contact the Camp Licensing Unit at 517-284-9730.

Sincerely,

Mary Beffa

Mary Beffa, Licensing Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933

enclosure

MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
CAMP LICENSING UNIT

SPECIAL INVESTIGATION REPORT

I. IDENTIFYING INFORMATION

License #:	CR440200659
Investigation #:	2025C0450002
Complaint Receipt Date:	07/22/2025
Investigation Initiation Date:	07/23/2025
Report Due Date:	09/20/2025
Licensee Name:	Lions Visually Impaired Youth Camp, Inc.
Licensee Address:	3409 N. Five Lakes Rd. Lapeer, MI 48446
Licensee Telephone #:	(810) 245-0726
Licensee Designee:	Traci Tribley
Name of Facility:	Lions Bear Lake Camp
Facility Address:	3409 N Five Lakes Rd Lapeer, MI 48446
Facility Telephone #:	(810) 245-0726
Original Issuance Date:	06/01/1982
License Status:	REGULAR
Effective Date:	08/20/2023
Expiration Date:	08/19/2025
Capacity:	80
Program Type:	CHILD CAMP - RESIDENTIAL

II. ALLEGATION(S)

	Violation Established
Camp did not determine suitability of a staff member/volunteer before assignment.	Yes
Additional findings	Yes

III. METHODOLOGY

07/22/2025	Special Investigation Intake 2025C0450002
07/23/2025	Special Investigation Initiated - Telephone
07/24/2025	Inspection Completed On-site
07/25/2025	Contact - Document Received
07/30/2025	Contact - Document Received
07/30/2025	Contact - Document Received
08/28/2025	Inspection Completed-Sub Compliance
08/28/2025	Exit Conference by telephone with Traci Tribley
09/12/2025	Corrective action plan requested and due on 09/12/2025

ALLEGATION:

The camp did not determine suitability of a staff member/volunteer before assignment.

INVESTIGATION:

On 7/22/25, the department received an online complaint alleging the executive director allowed a person with an “extensive criminal history of felony charges” to be at the camp and to have contact with campers.

On 7/23/25, I initiated the special investigation with a phone call to the complainant. The complainant had concerns about the executive director allowing individuals to be onsite at the camp who have convictions not suitable for working with children.

On 7/24/2025, I conducted an onsite inspection at the camp facility. I conducted interviews and reviewed documents.

I interviewed camp director, Traci Tribley. Ms. Tribley explained Volunteer 1 (V1) had started volunteering on 6/1 in the kitchen serving food and washing dishes. She informed me that V1 stayed at the director's house while onsite. V1 had no contracted dates for their volunteering and did not attend any staff training.

Ms. Tribley stated she was aware of V1's background before they started and had talked to their probation officer, therapist, and judge before V1 began. She was assured by these individuals that V1 was suitable to volunteer at the camp. I requested V1's employee file. Ms. Tribley could not provide a copy of the employee file. She stated a board member took the file. She informed me that the only thing collected for volunteers is the criminal history and background check. Ms. Tribley also stated that volunteers complete a "Volunteer Background Check Acknowledgement" form. Ms. Tribley also stated V1 was the only volunteer at the camp. I reviewed a copy of the staff roster and V1's name was not on the staff roster.

I interviewed Staff Member 1 (SM1). They stated that they are a part of a team of individuals that oversee the hiring and interviewing process of camp staff, but Ms. Tribley handles the paperwork generally. SM1 stated they were not involved in the hiring or interview process for V1. SM1 stated the typical process for hiring camp staff includes an application and then an interview. The process also includes a background check and references. SM1, along with the other staff members on their team, provides information to Ms. Tribley who then maintains the documentation of the process including applications, background checks, and references.

I interviewed Staff Member 2 (SM2). SM2 stated that V1 was living in the director's house during staff training and was there when outside groups were using the camp property. SM2 said that V1 was at the open house and was around campers and camper's families during that time.

I interviewed Staff Member 3 (SM3). SM3 stated that V1 had started coming around the beginning of spring. They had noticed V1 both during the week and on weekends around camp. SM3 stated that V1 would help with the loading and unloading of camper belongings and had been in the kitchen helping to prepare and serve meals to campers. SM3 also stated that V1 has been involved in helping to clean up the cabins as well after groups have left.

I interviewed Staff Member 4 (SM4). SM4 stated that V1 has been in the kitchen helping to prep and serve the food. V1 has also been helping on the floor with the milk and salad bar.

On 7/25/25, I reviewed a copy of V1's personnel record. The record included an ICHAT with the date 7/25/25. The ICHAT revealed a felony assault conviction (MCL

750.814) on 1/28/24. In addition, the record included two statements of reference. One statement was from V1's probation officer and the other was from V1's therapist. The statements were dated 5/28 and 5/29 respectively. V1's employee file also included a document titled "Volunteer Background Check Form". The form included demographic information (name, date of birth, eye and hair color) as well as a request for disclosure of criminal history. V1 provided information on the form for the conviction of a DUI and domestic violence resulting in probation. The form includes a section titled "Office Use Only" with check boxes of "approved, denied, date approved/denied, and determining staff member." None of the boxes were checked and there was no writing on them. There was no other documentation in V1 personnel record.

On 7/30/2025, I received an email from a Camp Board Member (BM1). BM1 confirmed that they did not have any staff file on V1 and believed that all staff files were kept on site. BM1 was not given any files when they were on site. BM1 stated that they directed the Camp Director to not allow V1 on the camp premises for any reason.

On 8/7/25, the department received an additional intake (#206800). The intake included the same general allegation that the camp allowed a person with a criminal history to work and live at the children's camp.

APPLICABLE RULE	
R 400.11109	**Staff.**
	(1) A camp shall have a camp director who is on duty or in residence at the campsite and who is responsible for the day-to-day administration of the camp and for assuring the care, safety, and protection of campers. **(6) Before assignment, a camp shall evaluate all of the following characteristics for each staff member in relation to the duties to be assigned:** **(a) Character.** **(b) Emotional stability.** **(c) Health.** **(d) Ability.** **(e) Experience.** **(f) Education.** **(7) A camp shall maintain a personnel record, collected before initial assignment, for each staff member, except medical professionals whose employing organization subcontracts with the camp to provide medical services and that already requires clearances and maintains a personnel file containing all required documentation and**

	that may be reviewed at the employer's site. The record shall include all of the following information: **(a) Name.** **(b) Documentation of compliance where the position occupied has experience or education requirements specified by an administrative rule.** **(c) Prior work history, including camp experience.** **(d) Three statements of positive reference that are obtained before staff assignment and that are from persons unrelated to the staff member.** **(e) A record of any criminal convictions other than minor traffic violations, including at least 1 of the following:** **(i) Documentation from the Michigan State Police or the equivalent law enforcement agency from the state, Canadian province, or other country where the person usually resides.** **(ii) Documentation from an entity accessing either Michigan State Police records or equivalent law enforcement agency records in the state, Canadian province, or other country where the person usually resides.** **(iii) International staff clearances provided by recognized international programs such as International Camp Counselor Program, Camp America, Camp Counselors USA, Camp USA, Summer Camp USA, or approved equivalent shall be determined to meet the requirement of subdivisions e(i) or (ii) or (f) of this subrule.** **(iv) If the employee has criminal convictions, the licensee or designee shall complete a written evaluation of the convictions that addresses the nature of the conviction, the length of time since the conviction, and the relationship of the conviction to the regulated activity to determine whether the prospective employee complies with subrule (6) of this rule.** **(f) Documentation from the Michigan Department of Human Services, the equivalent state or Canadian provincial agency, or equivalent agency in the country where the person usually resides, that any staff person age 21 or over has not been determined to be a perpetrator of child abuse or child neglect.**

ANALYSIS:	Interviews and a record review reveal the camp administration allowed V1 to work and live at the camp facility without determining suitability of V1 prior to allowing contact with campers. The camp administration did not have a record of criminal history review, prior work history, a signed job description, three statements of positive references, or a central registry check complete. In addition, the conviction record would prevent V1 from being a staff member at the children's camp under MCL 722.119(2)(b).
CONCLUSION:	**VIOLATION ESTABLISHED**

ADDITIONAL FINDINGS

I requested a copy of the volunteer supervision policy. Ms. Tribley stated that they do not have a written volunteer supervision policy. She also stated that when V1 was working in the kitchen that the kitchen supervisor was in charge of directing and supervising V1. She could not provide information about how V1 was supervised at other times while children were present at the camp.

APPLICABLE RULE	
MCL 722.119	**Child care organization; presence of certain individuals prohibited; conditions; contact by certain individuals prohibited; conditions; documentation that individual not named in central registry; policy regarding supervision of volunteers; children's camps or campsites; administrative review for former applicant or licensee; expungement; criminal history check.**
FOR REFERENCE:	**(4) Each child care organization shall establish and maintain a policy regarding supervision of volunteers including volunteers who are parents of a child receiving care at the child care organization.**
ANALYSIS:	Interviews and records reveal that the camp administrator does not have a policy regarding the supervision of volunteers as required by statute.
CONCLUSION:	**VIOLATION ESTABLISHED**

On 8/28/2025 I conducted an exit conference with Tracy Tribley and a member of the board. I reviewed the findings of this report. Ms. Tribley and the board member stated that they understood the report and will move forward in completing a corrective action plan.

IV. RECOMMENDATION

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

Mary Beffa _____8/28/2025_____
Mary Beffa Date
Licensing Consultant

Approved By:
D.S. Ramsey 08/27/2025
_____ _____
Deondra Ramsey, Manager Date
OST Grants and Camp Licensing