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

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

12/19/2024

Jason Perl
Boyne Mountain Resort, LLC
1 Boyne Mountain Road
Boyne Falls, MI 49713

RE: License #: CD150360890
Investigation #: 2024C0129002
Fritz's Adventure Camp

Dear Mr. Perl,

This letter is to advise you the department has received your letter of response dated 11/27/24 to the special investigation report #2024C0129002. In your written response, your organization has provided updated information that is relevant to the findings of the investigation. As a result, the department has included an addendum to the attached special investigation report and changed the recommendation.

Your letter of response included specific actions your organization has taken and will take to continue to provide for the safety and welfare of children in your care. The department accepts your written corrective action plan. In addition, the department has taken your additional information provided into consideration regarding the investigation. Therefore, the department has withdrawn the recommendation of provisional license and recommends the continuation of the current regular status of the license.

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 licensing unit at 517-284-9730.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933

**MICHIGAN DEPARTMENT OF**
**LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL**
**CAMP LICENSING UNIT**
**SPECIAL INVESTIGATION REPORT**

## I. IDENTIFYING INFORMATION

| | |
|---|---|
| **License #:** | CD150360890 |
| | |
| **Investigation #:** | 2024C0129002 |
| | |
| **Complaint Receipt Date:** | 08/08/2024 |
| | |
| **Investigation Initiation Date:** | 08/12/2024 |
| | |
| **Report Due Date:** | 10/07/2024 |
| | |
| **Licensee Name:** | Boyne Mountain Resort, Boyne, USA |
| | |
| **Licensee Address:** | One Boyne Mountain Road<br>Boyne Falls, MI 49713 |
| | |
| **Licensee Telephone #:** | 231-549-7266 |
| | |
| **Administrator:** | Elssa Martinez |
| | |
| **Name of Facility:** | Fritz's Adventure Camp |
| | |
| **Facility Address:** | One Boyne Mountain Rd.<br>Boyne Falls, MI 49713 |
| | |
| **Facility Telephone #:** | 231-549-7266 |
| | |
| **Original Issuance Date:** | 11/12/2014 |
| | |
| **License Status:** | REGULAR |
| | |
| **Effective Date:** | 08/06/2023 |
| | |
| **Expiration Date:** | 08/05/2025 |
| | |
| **Capacity:** | 100 |
| | |
| **Program Type:** | CHILD CAMP - DAY |
| | |

## II. ALLEGATION(S)

| | **Violation Established**? |
|---|---|
| The camp did not follow its written staff to camper ratios. | **Yes** |
| Campers were not adequately supervised while attending day camp. | **Yes** |
| The camp did not inform all day camp parents, or any outside agency, of the potential threat/harm to their child at the facility on the day of the incident. | **Yes** |
| **ADDITIONAL FINDINGS** | **Yes** |

## III. METHODOLOGY

| | |
|---|---|
| 08/08/2024 | Special Investigation Intake 2024C0129002 |
| 08/12/2024 | Special Investigation Initiated - On Site |
| 08/20/2024 | Contact - Face to Face |
| 08/29/2024 | Contact - Telephone call received |
| 08/29/2024 | Contact - Telephone call made |
| 08/29/2024 | Contact - Telephone call made |
| 08/29/2024 | Contact - Telephone call made |
| 08/29/2024 | Contact - Document Sent |
| 08/29/2024 | Contact - Telephone call made |
| 10/29/2024 | Inspection Completed-BCAL Sub. Compliance |
| 11/01/2024 | Exit Interview over phone |
| 11/14/2024 | Contact – Teams Meeting |
| 11/14/2024 | Second Exit interview over Teams Meeting |
| 11/14/2024 | Corrective Action Plan request and Due By 11/29/2024 |

## ALLEGATION:

**The camp did not follow its written staff to camper ratios.**

**INVESTIGATION:**

On 8/8/24, the Camp Licensing Unit received six anonymous online complaints regarding an incident that occurred at Fritz's Adventure Day Camp (Licensed Children's Camp: License #CD150360890) at Boyne Mountain Resort. The complaints, as they all were addressing the same issue, were combined into Intake #202015. 0n 8/8/24, the department's lead camp consultant contacted Michigan Department of Health and Human Services (MDHHS) Centralized Intake to file a mandated report. The report log number was #139970706. On 8/9/24, the department received an email from MDHHS Child Protection Services Maltreatment in Care Intake Unit (CPS-MIC) advising the Camp Licensing Unit that the intake was screened out for a CPS-MIC investigation.

I have summarized my review of the six complaints, due to their similar nature, as: On 8/6/24, a day camper at Fritz's Adventure Day Camp ingested a marijuana edible. An attempt was made to notify all parents of the incident, but supervisors prevented the Camp Director and staff from speaking to or emailing parents. The complaints went on to say that the Boyne Mountain Administration has not been transparent about the incident with parents or authorities.

On 8/12/24, I went to the camp to conduct an on-site inspection. The Camp Director, Andrea Mathers, was no longer employed as she had given her two-weeks' notice to Boyne Mountain (owner) due to issues involving this investigation. As she had accumulated vacation time, she no longer was available at the site to provide information.

I spoke with Assistant Manager of Daycare and Camp, Elssa Martinez. Ms. Martinez reported that on the day of the incident, 8/6/24, the schedule was: Day Camp began at 9:00 AM, a snack occurred about 9:30 AM, "Pokémon Cards and Crafts" time from 10:00 to 11:30 AM, lunch was served between 11:30 AM and Noon, water activities were scheduled for the afternoon, camper pick-up time was between 3:45 and 5:00 PM. For the morning 10:00 AM session, Ms. Martinez reported that on 8/6/24 there were 20 campers and three staff working between two rooms that campers occupied. She stated Staff Member 1 (SM1), Staff Member 6 (SM6), and Staff Member 7 (SM7) were the three staff.

Ms. Martinez continued to report that Camper A, sometime between 10:30 and 11:20 AM, consumed an edible marijuana gummy. Ms. Martinez reported to me that Camper B told her: "[Camper A] brought that candy from home. She got it from her sparkly unicorn backpack. She got it out of the front pocket. She took one." I examined pictures of the gummy package to discover that each gummy contained 20 mg. of THC. Camper B told Ms. Martinez that she did not eat one. Camper B said

the gummy package was opened in the lunchroom, where Camper A ate it. Ms. Martinez reported to me that she believes that Camper A and Camper B had worked together to open the package in the lunchroom. No staff observed this incident at the time it happened, and there are no cameras in the building.

Staff Member 4 (SM4) reported to me that she found a bag of marijuana gummies on the floor of the lunchroom at about 11:20 AM. She was in the lunchroom having the children clean up after Pokémon/Card time and found the bag sitting among the Legos on the floor of the lunchroom. SM4 notified Ms. Martinez, then gave her the bag, and Ms. Martinez took a picture of the bag and locked it up in the camp safe. SM4 continued to inform me that Ms. Martinez, at this point, helped get the lunch ready at 11:40 AM. SM4 noted that the sparkly unicorn backpack was not in the lunchroom, rather it was in the red/pink room. I observed that the red/pink room is across a hall with its entrance about 40 feet from the lunchroom, so Camper A and Camper B must have brought the package across the hall from the red/pink room into the lunchroom.

Ms. Martinez stated that at 11:40 AM Camper A was vomiting so aggressively that staff could not get Camper A to a restroom. Ms. Martinez reported that Staff Member 5 (SM5) saw Camper A vomiting and went to comfort her and held/assisted her, at floor level, while she was vomiting. SM5 stayed with Camper A. Ms. Martinez reports that she called Relative A at 11:45 AM. Relative A was at the camp at 11:50 AM, as she was working nearby, and checked Camper A out from the Day Camp.

Ms. Martinez reported to me that at 1:00 PM, Relative A called Ms. Martinez asking if Camper A had eaten anything to make her sick. Ms. Martinez went to ask staff this question, but upon return, Relative A had hung up the phone. Ms. Martinez remembered the marijuana gummy bag and phoned Andrea Mathers, Day Camp Director, who was on vacation this day and away from camp. Ms. Martinez stated that prior to this time, no staff had contemplated that Camper A's vomiting was a result of ingesting marijuana gummies.

Day Camp Director Andrea Mathers reported to me that at 2:00 PM she arrived at the camp, and she immediately called in Boyne Mountain Security. Staff Member 2 (SM2) and Staff Member 3 (SM3) of the Security Team searched the entire building along with all camper backpacks. No other controlled substances were found.

SM3 reported to me that they later examined the edible gummy bag and removed it from the camp area. They found the bag originally contained ten, 20 mg. THC gummies, seven remained in the bag. The Security Team felt that the bag was partially to fully opened when Camper A took it out of the backpack due to its safety feature preventing children from opening bags of edible marijuana gummies. SM3 reported that he interviewed Camper A and Camper B. Camper A told him that the gummies had come from her sparkly unicorn backpack, but she had no idea how they got in there. Camper B confirmed to SM3 that she had seen Camper A take the edibles out of her backpack and consume one.

My interview with Staff Member 1 (SM1) revealed that on 8/6/24, Camper A was "hanging out in the red/pink room" playing with toys around 10:30 AM. She added that the campers go back and forth between the Pokémon Cards/Crafts room (also doubles as the lunchroom) and the red/pink room. She remembers that Camper A was playing with Camper B. SM1 also saw Camper A playing with Legos in the Pokémon room. SM1 reported that three staff were watching 20 campers that morning between two rooms. Both staff and campers would go back and forth between the two rooms. Campers were not allowed to go to any other room without permission from a counselor, including use of restroom.

On 8/29/24, I interviewed former Camp Director Andrea Mathers. She reported to me that when she got to camp on 8/6/24 she began informing parents during end-of-day pickup time, "An incident happened on the property not involving your child. We had a camper take an edible from their backpack, consume it, and got very sick. We have searched the property and found nothing else. We continue to investigate and are taking measures to help ensure that this can't happen again." Ms. Mathers told me she wanted to make them aware that there was a potential that the unaccounted-for gummies were in the possession of one of the other children.

Ms. Mathers reported to me that Boyne Mountain Director of Snowsports, Kayla Potter, instructed her to immediately stop informing parents of the incident, that the incident does not need to be reported to CPS-MIC or State Licensing, and that they had already reported the incident to all who needed to know. Ms. Potter is Ms. Mathers' supervisor. Ms. Mathers reported that when confronted by Ms. Potter, she had not yet reported this information to all the parents verbally. Ms. Potter insisted that she cease reporting information to any additional parents, and that she was giving out too much information. Ms. Mathers told me that Ms. Potter said, "This isn't yours to handle, it doesn't need to be reported." In addition, Ms. Mathers was not allowed to email parents. At this point in time, Ms. Mathers turned in her two-week notice of the end of her employment as Fritz's Adventure Day Camp Director.

On 8/20/24, I interviewed Director of Snowsports, Kayla Potter. I asked for the records of staffing levels/attendance at the Day Camp for the week of 8/5/24. She told me that those records were moved to SM2's office and not easily accessible. She said, "I can get that for you." Multiple queries have not produced those records to verify staffing levels. Ms. Potter reported that based on the schedule, there would have been enough staff to meet ratio requirements. To the writing of this report, the staffing level records have not been provided.

I attempted to contact Relative A multiple times through phone and email. To the writing of this report, Relative A has not returned any requests.

On 8/29/24, I did receive a call from Boyne Mountain's legal representative who requested that all questions directed to Relative A and Boyne Mountain's

organization be directed to him. He stated there was no further information that would be provided, and the incident has been resolved between the parties.

| APPLICABLE RULE | |
|---|---|
| **R 400.11111** | **Number of staff.** |
| | **(1) A camp shall develop and follow a written staffing ratio plan for the camper population served. A camp shall ensure that the ratio is not less than as specified in subrule (2) of this rule.** |
| **FOR REFERENCE:** | **(2) A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:**<br>**(a) For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.**<br>**(f) The minimum number of staff on duty and in camp is 2 adult staff members.** |
| **ANALYSIS:** | Interviews with staff indicated there were three staff supervising 20 campers in two separate rooms, and not accounting for transition space of the hallway. However, due to a lack of cooperation, I could not verify the written staffing plan. In addition, the freedom to move between camper approved spaces revealed that the level of supervision at any one point in time was not adequate to protect the health and safety of the campers. Therefore, the camp did not comply with this rule. |
| **CONCLUSION:** | **VIOLATION ESTABLISHED** |

## ALLEGATION:

**Campers were not appropriately supervised while attending day camp.**

**INVESTIGATION:**

On 8/6/24, Fritz's Adventure Day Camp had divided the campers involved in the camp program between a zip line experience for older children and play time for younger children. Camper A, due to their age, was in the younger child group. I examined the two rooms used for play time within the camp building. Each room was very large with appropriate children's toys and games. The Pokémon/Card Room was approximately 10,000 square feet in size with the pink/red room at approximately 8,000 square feet in size. The hallway separating the two rooms is the main entry way for the day camp building. It measures approximately 1,200 square feet in size.

On the morning of the incident, 20 children were allowed to freely move between the two play areas supervised by three staff.

| APPLICABLE RULE | |
|---|---|
| **R 400.11113** | **Behavior management.** |
| | **(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 excessive restraint.** |
| **ANALYSIS:** | As the campers were allowed freedom of movement between the two play areas, staff supervision of the campers' playtime was challenged due to the large spaces they were supervising and the movement of children. Staff did not observe that a camper was in their backpack removing the bag of marijuana gummies. Staff did not observe that the camper took the bag and moved it across the hall to the other room. Staff did not observe two campers opening the bag with one camper consuming the edible marijuana gummy.<br><br>The camp did not comply with this rule. |
| **CONCLUSION:** | **VIOLATION ESTABLISHED** |

## ALLEGATION:

**The camp did not inform all day camp parents, or any outside agency, of the potential threat/harm to their child at the facility on the day of the incident.**

**INVESTIGATION:**

On 8/29/24, I interviewed former Day Camp Director, Andrea Mathers. She reported to me that she came back from her vacation on 8/6/24 to deal with the serious incident of a child ingesting an edible marijuana gummy. She stated she contacted Boyne Mountain Security about the incident, helped facilitate staff interviews that afternoon, and began the process of informing parents of the incident. She stated that she began informing parents about the incident due to concerns about unaccounted-for edible marijuana gummies either at the facility or possibly in possession of a camper. Ms. Mathers reported to me that she was "ordered" by Ms. Potter to stop notifying parents of the incident, to not call law enforcement, to not inform camp licensing or child protective services, and to not email parents that had

not yet been informed. Ms. Mathers stated due to the confrontation with her supervisor, Ms. Potter, she resigned as camp director.

| APPLICABLE RULE | |
|---|---|
| **R 400.11149** | **Site safety; emergency procedures; use of facilities; equipment; fire safety orientation.** |
| | **(1) A camp shall ensure that the site and facilities of a camp do not present a fire, health, or safety hazard.** |
| **ANALYSIS:** | The day camp has an obligation to ensure that its site does not pose a health hazard. As verified by the Boyne Mountain Security Team, two marijuana gummies were still unaccounted for on the afternoon of 8/6/24.<br><br>Up to her resignation, the camp director, Andrea Mathers, was taking action to prevent potential harm to other children. As she was not allowed to communicate this potential harm to the appropriate people, she resigned. At that point in time, the camp administration performed no further action to mitigate the potential health hazard.<br><br>The camp did not take the prudent steps to ensure that the facility did not present a health hazard. |
| **CONCLUSION:** | **VIOLATION ESTABLISHED** |

**ADDITIONAL FINDINGS:**

On 11/1/24, I conducted a search of the Bureau Information Tracking System (BITS) for information on Director of Snowsports, Kayla Potter, as an affiliated person to the licensing record. Ms. Potter was not listed as an affiliated person in the licensing database as a licensee designee, camp administrator, or program director. I reviewed the 2024 renewal applications for the camp program and campsite licenses. Ms. Potter was not listed on either application as the licensee designee. The department requested the BCAL 1326/RI030 forms to be updated/completed and submitted on 8/20/24. The department has not received the submitted forms with completed livescan fingerprints for Ms. Potter.

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|---|---|
| **MCL 722.115c** | **Applicant for child care organization license; criminal history check; requirements; fee; renewal.** |
| | **(1) Except as provided in subsection (6), when a person or partnership, or licensee designee if the applicant is a limited liability corporation, firm, corporation,** |

| | |
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| | **association, non-governmental organization, or governmental organization applies for a license for a child care organization under section 5, the department shall request the department of state police to perform a criminal history check on the person, licensee designee, chief administrator, and program director of a child care organization.** |
| **ANALYSIS** | Records reveal Ms. Potter has not completed the livescan fingerprints as required by statute. The camp has 30 days from 8/20/24 to complete the request. It has now been 86 days since the request. The camp licensee did not comply with this statute. |
| **CONCLUSION** | **VIOLATION ESTABLISHED** |

On 8/6/24, Camp Administrator Andrea Mathers was prevented from performing her duties as the Fritz's Adventure Day Camp Director when her supervisor, Director of Snowsports Kayla Potter, forced her to cease informing parents, medical professionals, law enforcement, and camp licensing. This resulted in Ms. Mathers' decision to submit her resignation to Boyne Mountain as director of the camp. Ms. Potter made no effort to follow up with any of these parties and did not have Program Director Elssa Martinez, who was then placed in the role of camp director, perform any follow up as well.

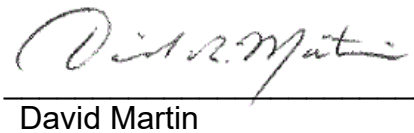
| | |
|---|---|
| **MCL 722.117a** | **Provisional license.** |
| | **(3) The department may modify the license of a child care organization to a provisional license when the licensee willfully and substantially violates this act, the rules promulgated under this act, or the terms of the license. A license cannot be modified unless the licensee is given written notice of the grounds of the proposed modification. If the proposed modification is not appealed, the license will be modified. The proposed modification must be appealed within 30 days after receipt by writing the director or director's designee. Upon receipt of the appeal, the director or director's designee must initiate the provisions of chapters 4 and 5 of the administrative procedures act of 1969, 1969 PA 306, MCL 24.271 to 24.292. Notice of a hearing must be given to the licensee by personal service or delivery to the proper address by certified mail not less than 2 weeks before the date of the hearing. The decision of the director must be made as soon as practicable after the hearing and forwarded to the licensee by certified mail not more than 10 days after that. The formal notice and hearing** |

| | |
|---|---|
| | **requirement in this subsection does not apply if the licensee and the department comply with subsection (4).** |
| **FOR REFERENCE:** | **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.** |
| **ANALYSIS** | This camp has no Licensee Designee on file with the State of Michigan Camp Licensing. In addition, when the camp administrator, at point in time coinciding with time of anonymous complaints to Camp Licensing about an incident, attempted to ensure the care, safety, and protection of the campers, she was prevented from doing so by a person (i.e., Ms. Potter) not affiliated with the day camp program. Ms. Potter's actions willfully violated the act and placed children in harm's way.<br><br>Based on the pattern of not adhering to provisions within the Licensing Act, as noted above, a Provisional License is recommended. |
| **CONCLUSION** | **VIOLATION ESTABLISHED** |

On 11/01/24, an Exit Interview was conducted with Elssa Martinez by phone. She had no comments. A second interview was held on 11/14/2024 with Jason Perl and Charlie Gano representing Boyne Mountain.

## IV. RECOMMENDATION

Upon submission of an acceptable written corrective action plan, I recommend modification of the license status to a six-month provisional license.



11/14/2024

David Martin — Date
Licensing Consultant

Approved By:



11/14/2024

Richard Lower, Director — Date
Out-of-School Time Learning and
Camp Licensing

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

## ADDENDUM TO SPECIAL INVESTIGATION REPORT #2024C0129002

## I. IDENTIFYING INFORMATION

| | |
|---|---|
| **License #:** | CD150360890 |
| | |
| **Investigation #:** | 2024C0129002 |
| | |
| **Complaint Receipt Date:** | 08/08/2024 |
| | |
| **Investigation Initiation Date:** | 08/12/2024 |
| | |
| **Report Due Date:** | 10/07/2024 |
| | |
| **Licensee Name:** | Boyne Mountain Resort, Boyne, USA |
| | |
| **Licensee Address:** | One Boyne Mountain Road<br>Boyne Falls, MI 49713 |
| | |
| **Licensee Telephone #:** | 231-549-7266 |
| | |
| **Licensee Designee:** | Kayla Potter |
| | |
| **Name of Facility:** | Fritz's Adventure Camp |
| | |
| **Facility Address:** | One Boyne Mountain Rd.<br>Boyne Falls, MI 49713 |
| | |
| **Facility Telephone #:** | 231-549-7266 |
| | |
| **Original Issuance Date:** | 11/12/2014 |
| | |
| **License Status:** | REGULAR |
| | |
| **Effective Date:** | 08/06/2023 |
| | |
| **Expiration Date:** | 08/05/2025 |
| | |
| **Capacity:** | 100 |
| | |
| **Program Type:** | CHILD CAMP - DAY |

## II. PURPOSE OF ADDENDUM

The department received updated information relevant to the special investigation and has amended the original recommendation of provisional to regular status.

## III. FINDINGS AND CONCLUSION

On 11/27/24, the department received a response letter from Boyne Mountain president/general manager, Jason Perl, to the special investigation report. The letter included responses to the rule citations and additional information. Mr. Perl wrote there was a misunderstanding about who was Boyne Mountain's legal representation. He wrote the information conveyed in the report was not accurate as the person who contacted the camp inspector was not engaged by Boyne Mountain to represent themselves as legal representative of Boyne Mountain. Mr. Perl wrote "I'm not sure how this misunderstanding happened, in our opinion, it tainted the investigation." Mr. Perl requests the department to consider its conclusions based on the updated information.

The response letter included additional information about facility layout, staffing ratios, staff handbook, and supervision on the day of the incident. The response letter provided a building floorplan layout with approximate square footage. The response letter disputed the findings of the original special investigation report of the location of camper A's backpack, the noted square footage of the two indoor rooms where camp primarily operates, and the level of supervision of camper A at any time.

The letter included the staffing plan for 8/6/24 titled: *Appendix A- Staffing Records* and "Playcare Schedule." The written staffing plan included day of the week, name of staff, and time scheduled. In addition, the staffing plan included verified work hours as evidenced by employee sign in/out timesheet. The letter attests to three staff supervising 20 campers during the time of the incident. The response letter provided copies of the job descriptions as well as program manual statements advising the organization's approach to camper supervision.

I reviewed the job description titled "Camp Counselor." The job description includes statements of titled "essential duties and responsibilities." An essential job description statement is "*ensures safe play conditions and attentively watches and attends to the campers*." The program manual, on page 24, includes written statements about camper supervision techniques, including "*counselors are expected to be with their campers and actively participating/overseeing activity that their campers are participating in*" and "*if a counselor needs to be away from their group for any reason, they need to notify the camp director or supervisor on duty to supervise their campers during that break*." In addition, the behavior management policy reads, on page 26, within the section titled "Unacceptable Discipline Techniques" that campers shall not be "placed alone."

The response letter identified action steps the camp is taking to ensure that backpacks are now stored in a secure location and campers are not allowed to access them without direct permission with supervision. In addition, the response letter identified adding "emphasis and clarity to supervision standards/training and regular monitoring counselors' behavior."

The response letter provided additional details about the response to the campers' medical needs. Mr. Perl wrote the camp staff promptly recognized and addressed the camper's needs. In addition, the safety team completed a search of the premise to ensure no additional substances were present. Mr. Perl disputed the original special investigation analysis statement "the camp administration performed no further action to mitigate the potential health hazard." He wrote, "we notified Charlevoix County Sheriff's Office who subsequently investigated (Case #2024-001141)." In addition, Mr. Perl wrote "camp leaders were encouraged to notify parents of the incident while being careful not to provide identifying information" and "even having provided day-of, in person notifications, our leadership team contacted every parent via phone to ensure awareness of the incident and answer questions." Mr. Perl acknowledged not reporting the incident to MiLEAP. Mr. Perl identified the action plan of "ensuring incidents are reported in a timely manner as required by camp rules."

I reviewed the Charlevoix County Sheriff's Department (CCSD) report #2024-001142, obtained by MiLEAP through FOIA process, that included investigative actions by the CCSD officer and detective.

Mr. Perl wrote in his response letter that both the VP Resorts Operations, Ron Schrock, and Director of Snowsports & Childcare, Kayla Potter, have both completed livescan fingerprinting [since the meeting with MiLEAP on 11/14/2024] and formally requested to add both as licensee designees.

I reviewed the Bureau of Information Tracking System (BITS) affiliated persons. I verified that both Mr. Schrock and Ms. Potter have completed the livescan fingerprint process and have been added as licensee designees to the organization's licenses.

## IV. RECOMMENDATION

The camp organization has cooperated with the department and provided additional information including staffing plan, policies and procedures, livescan fingerprinting, and made MiLEAP aware of a police report made on the incident. In addition, the camp organization has provided a written corrective action plan addressing concerns around camper supervision. Therefore, the recommendation has changed from provisional license to no change in the regular status of the license.

James Vanden Heuvel
Lead Licensing Consultant

12/19/2024
Date

Approved By:

Richard Lower, Director
Out-of-School Time Learning and
Camp Licensing

12/19/2024
Date