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DAWYN R. HARRISON
Acting County Counsel

June 28, 2022

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

4 June 28, 2022

CELIA ZAVALA
EXECUTIVE OFFICER

Agenda No. 20
06/08/2021

Agenda No. 26
06/14/2022

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Re: Ordinance Amending Title 8 – Consumer Protection, Business and Wage Regulations and Title 11 – Health and Safety of the Los Angeles County Code, To Establish Regulations for Children's Camps

Dear Supervisors:

Pursuant to the Board's motion of June 8, 2021, we have enclosed for your consideration the analysis and ordinance amending Title 8 – Consumer Protection, Business and Wage Regulations, and Title 11 – Health and Safety, of the Los Angeles County Code, to establish regulations for Children's Camps.

The proposed ordinance:

- Establishes feasible and enforceable regulations with minimum requirements and standards for the health and safety of children at children's day camps and children's overnight camps under County jurisdiction; and
- Amends or adds fees for the issuance of a public health permit or registration, along with program fees for services, to offset the costs to regulate children's camps.

The proposed ordinance is known as the "Elena Matyas Children's Camp Safety Ordinance."

The Honorable Board of Supervisors

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The Department of Public Health concurs with the amendments set forth in the proposed ordinance.

Very truly yours,

DAWYN R. HARRISON
Acting County Counsel

By 

MARGARET F. AMBROSE
Principal Deputy County Counsel
Health Services Division

APPROVED AND RELEASED:



JUDY W. WHITEHURST
Acting Chief Deputy


MFA:rg

Enclosure

ANALYSIS

An ordinance amending Title 8 – Consumer Protection, Wage and Business Regulations and Title 11 – Health and Safety of the Los Angeles County Code, to promote the health and safety of children’s camps by establishing counselor-to-camper ratios, background and training requirements for camp counselors and directors, and operational and structural minimum standards, and by requiring each camp location to have written operating procedures and plans to address medical and other emergencies, transportation needs and oversight of swimming and other specialized recreational activities. This ordinance is known as the Elena Matyas Children's Camp Safety Ordinance.

DAWYN R. HARRISON
Acting County Counsel

By 
MARGARET AMBROSE
Principal Deputy County Counsel
Health Services Division

MFA:rg

Requested: 12/9/2021
Revised: 6/22/2022

ORDINANCE NO. _____

An Ordinance amending Title 8 – Consumer Protection, Business and Wage Regulations and Title 11 – Health and Safety of the Los Angeles County Code, to regulate children's camps.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Part 1 – Definitions is hereby amended to read as follows:

Part 1 **Definitions.**

8.04.010 **Definitions gGenerally.**

8.04.020 **Interpretation of tTense, gGender, and nNumber.**

...

8.04.080 **Children's eCamp.**

8.04.081 **Children's dDay eCamp.**

8.04.082 **Children's Overnight Camp.**

...

8.04.338.5 **Organized Camp.**

...

SECTION 2. Section 08.04.010 is hereby amended to read as follows:

8.04.010 **Definitions gGenerally.**

A. For the purpose of this chapter, the words and phrases set forth in this Part 1 are defined, and shall be construed as hereinafter set out, unless it is apparent from the context that they have a different meaning.

B. Whenever any words or phrases used in this chapter are not defined in this Part 1 but are defined in state acts, laws, or codes, the definitions in such acts, laws or codes are incorporated in this chapter as though set forth herein in full, and shall apply to such words and phrases used but not defined herein.

SECTION 3. 08.04.020 is hereby amended to read as follows:

8.04.020 Interpretation of ~~t~~Tense, ~~g~~Gender, and ~~n~~Number.

In this chapter, the present tense includes the past and future tenses and the future tense includes the present; the masculine gender includes the feminine and neuter; the singular number includes the plural and the plural includes the singular.

SECTION 4. Section 8.04.080 is hereby amended to read as follows:

8.04.080 Children's ~~e~~Camp.

~~"Children's camp" means any place maintained for recreational or other purposes where 10 or more children under the age of 21 are kept for five days or more while away from their usual place of residence. This chapter shall not apply to any private boarding school as defined in this chapter or any place of detention maintained by a government agency.~~
A. "Children's camp" means a site with program(s) and facilities

attended by five (5) or more children ages three (3) to seventeen (17) which is established for the primary purpose of providing a group experience with social, spiritual, educational, or recreational objectives, and operates for over three (3) hours per day for at least five (5) days during any 12-month period.

B. "Children's camp" does not include the following:

1. Program(s) and facilities subject to licensure by the California Department of Social Services.

2. Any juvenile detention facility.

3. Program(s) and facilities commonly referred to as "drop-in" recreation programs in which attendees may participate without signup or registration by attendees, or their parents or guardians.

4. Outdoor education programs and classes offered to students by school districts, county boards of education, or private schools, which are operated pursuant to California Education Code requirements.

5. Organized camps subject to State law and regulation, unless otherwise specified in this division.

SECTION 5. Section 8.04.081 is hereby amended to read as follows:

8.04.081 Children's dDay eCamp.

"Children's day camp" means a ~~C~~children's camp as defined in Section 8.04.080, which is ~~attended by children for either five (5) consecutive days or five (5) days in a fourteen (14) day period without and over stay~~with no more than one overnight stay per season (consecutive 90-day period).

SECTION 6. Section 8.04.082 is hereby added to read as follows:

8.04.082 Children's Overnight Camp.

A. "Children's overnight camp" means a children's camp as defined in Section 8.04.080 with two (2) to three (3) overnight stays per season (consecutive 90-day period).

B. A children's day camp which provides only one overnight stay per season (consecutive 90-day period) shall not be considered a children's overnight camp.

SECTION 7. Section 8.04.338.5 is hereby added to read as follows:

8.04.338.5 Organized Camp.

"Organized camp" means an organized camp as defined in California Health and Safety Code section 18897.

SECTION 8. Part 2 – General Licensing Requirements is hereby amended to read as follows:

Part 2 General Licensing Requirements.

**8.04.540 Purpose and sStatutory aAuthority of eChapter
pProvisions.**

...

8.04.720 Fee Schedule.

8.04.725 Schedule of Plan Check Fees.

...

8.04.949 Implementation Dates.

SECTION 9. Section 8.04.540 is hereby amended to read as follows:

**8.04.540 Purpose and sStatutory aAuthority of eChapter
pProvisions.**

The purpose of the ordinance codified in this chapter is to establish a public health license, public health permit, and public health registration fee system for activities subject to state statutes, orders, quarantines, rules or regulations relating to public health, so that county expenses resulting from enforcement of such state statutes, rules or regulations are offset by the fees collected. The authority for this chapter is ~~Section 101325 of the California Health and Safety Code~~ section 101325 and ~~Section 33252 of the Food and Agricultural Code~~ section 33252.

SECTION 10. Section 8.04.720 is hereby amended to read as follows:

8.04.720 Fee Schedule.

Business Classification	Permit Fee
Animal food market	\$201.00
...	
Children's camp:	772.00
<u>Annual registration for camps operating 4 weeks or less in any 12-month period</u>	<u>174.00</u>
<u>Annual permit (< 250 campers)</u>	<u>490.00</u>
<u>Annual permit (≥ 250 campers)</u>	<u>566.00</u>
<u>Annual permit for specialized recreational activities/children's overnight camps (< 250 campers)</u>	<u>673.00</u>
<u>Annual permit for specialized recreational activities/children's overnight camps (≥ 250 campers)</u>	<u>849.00</u>
...	
<u>Organized camp</u>	<u>772.00</u>
...	

SECTION 11. Section 8.04.725 is hereby amended to read as follows:

8.04.725 Schedule of Plan Check Fees.

The ~~S~~chedule of ~~P~~plan ~~C~~check fees to be paid at the time plans are submitted to the County Health Officer shall be as follows:

Business Classification	Plan Check Fees
Body art facility:	
Permanent cosmetics	343.00
Remodel	343.00
Tattooing, Piercing, Branding	568.00
...	
<u>Children's camp/Organized camp:</u>	
<u>Children's camp registration or permit/Organized camp permit, application with initial site review</u>	<u>521.00</u>
<u>Children's camp/Organized camp, review of updated/modified plan (1 hour minimum)</u>	<u>174.00/hr. – minimum 1 hour</u>
<u>Additional plan correction/site review/re-inspection</u>	<u>174.00/hr. – minimum 1 hour</u>
...	

SECTION 12. Section 8.04.949 is hereby added to read as follows:

8.04.949 Implementation Dates.

A. Provisions of this chapter related to the application and procurement of children's camp registration and permits shall be effective January 1, 2023.

B. Enforcement for failure to comply with provisions of this chapter related to children's camp registration and permits shall commence on March 1, 2023.

SECTION 13. Chapter 11.08, Part 1 – Children's Camps is hereby

amended to read as follows:

Chapter 11.08 – Children's Camps.

Part 1 **Title, Purpose and Definitions.**

11.08.005 **Title.**

11.08.010 ~~Children's camp defined~~**Purpose.**

11.08.020 ~~Establishment—Plans and specifications
required~~**Camper.**

11.08.025 **Camp Operator.**

11.08.030 ~~General requirements—Compliance required~~**Children's
Camp.**

11.08.035 **Children's Day Camp.**

11.08.040 ~~Sanitation and maintenance~~**Children's Overnight Camp.**

11.08.045 **Counselor.**

11.08.050 ~~Toilets, lavatories and showers~~**Department.**

11.08.055 **Director.**

11.08.060 ~~Infirmary~~**Organized Camp.**

11.08.070 ~~Sleeping quarter~~**Passive Activity.**

11.08.075 **Season.**

11.08.080 ~~Food supply~~**Specialized Recreational Activity.**

~~**11.08.090**~~ ~~**Milk.**~~

~~**11.08.100**~~ ~~**Utensils and other food service equipment.**~~

SECTION 14. Section 11.08.005 is hereby added to read as follows:

11.08.005 **Title.**

The ordinance codified in this chapter shall be known as the "Elena Matyas
Children's Camp Safety Ordinance."

SECTION 15. Section 11.08.010 is hereby amended to read as follows:

11.08.010 Children's camp defined Purpose.

~~A children's camp is any place maintained for recreational or other purposes where 10 or more children under the age of 21 are kept for five days or more while away from their usual place of residence. This chapter shall not apply to any private boarding school as defined in this Division 1, or any place of detention maintained by a governmental agency. The purpose of this chapter is to prescribe minimum requirements for the protection of the health and safety of all campers participating in a children's camp.~~

SECTION 16. Section 11.08.020 is hereby amended to read as follows:

11.08.020 Establishment—Plans and specifications required Camper.

~~A person intending to establish a new children's camp shall submit, in duplicate, complete plans of the proposed camp, including a plot plan drawn to scale, to the director for approval, prior to construction of new buildings or conversion of existing buildings. "Camper" means any person age three (3) to seventeen (17) who is a participant in a children's camp.~~

SECTION 17. Section 11.08.025 is hereby added to read as follows:

11.08.025 Camp Operator.

"Camp operator" means an individual, partnership, joint venture, or organization that owns, leases, rents, or operates a children's camp, and/or an individual partnership, joint venture, or organization that has care, charge, or control of a children's camp.

SECTION 18. Section 11.08.030 is hereby amended to read as follows:

11.08.030 ~~General requirements – Compliance required~~Children's Camp.

~~Children's camps shall comply with the requirements of the California Health and Safety Code, Division 13, Part 2.34, Camps, and the California Code of Regulations, Title 17, Subchapter 6, Organized Camps.~~"Children's camp" has the same meaning as defined in Section 8.04.080.

SECTION 19. Section 11.08.035 is hereby added to read as follows:

11.08.035 **Children's Day Camp.**

"Children's day camp" has the same meaning as defined in Section 8.04.081.

SECTION 20. Section 11.08.040 is hereby amended to read as follows:

11.08.040 ~~Sanitation and maintenance~~Children's Overnight Camp.

~~All camp facilities, buildings and grounds in a children's camp shall be maintained in good repair and in a clean, sanitary condition.~~"Children's overnight camp" has the same meaning as defined in Section 8.04.082.

SECTION 21. Section 11.08.045 is hereby added to read as follows:

11.08.045 **Counselor.**

"Counselor" means a staff member who supervises campers and/or operates activities involving campers at a camp, is at least sixteen (16) years old, except as otherwise required in this chapter, and is at least two (2) years older than any campers that the counselor is supervising.

SECTION 22. Section 11.08.050 is hereby amended to read as follows:

11.08.050 Toilets, lavatories and showersDepartment.

A. ~~Every children's camp shall be provided with at least one toilet facility for each multiple of 15 children, or fraction thereof, of each sex. Toilet and shower rooms shall be maintained in a clean, sanitary condition. Children's sleeping quarters shall not be located over 200 feet from a toilet building. At least one lavatory with running water shall be located adjacent to each toilet room or privy structure. A lavatory for hand-washing, provided with hot and cold running water, shall be maintained within each kitchen, and used for no other purpose. At least one shower head with hot and cold running water shall be provided for each 15 children of each sex. The operator shall provide soap for all such lavatories and showers; all such showers shall be in buildings and all such buildings shall be properly lighted, plumbed and ventilated. All children in children's camps shall be given the opportunity to use the showers at reasonable intervals.~~

B. ~~This section shall not prohibit the installation and maintenance of additional properly plumbed, open-air showers in connection with swimming pools or swimming areas.~~"Department" means the Los Angeles County Department of Public Health.

SECTION 23. Section 11.08.055 is hereby added to read as follows:

11.08.055 Director.

"Director" means an individual who is at least 25 years of age, has had at least two (2) seasons of administrative or supervisory experience in camp activities and has primary responsibility for camp operations.

SECTION 24. Section 11.08.060 is hereby amended to read as follows:

11.08.060 InfirmaryOrganized Camp.

~~Every children's camp shall have an infirmary building exclusively for isolation purposes. Such building shall be properly screened, heated, ventilated, and supplied with separate toilet facilities and a lavatory with hot and cold running water. The construction of the infirmary shall be such that the occupants shall be protected against dampness during inclement weather. A tent shall not be used as an infirmary building.~~ "Organized camp" has the same meaning as defined in Section 8.04.338.5.

SECTION 25. Section 11.08.070 is hereby amended to read as follows:

11.08.070 Sleeping quartersPassive Activity.

~~A. — No person shall use, or suffer or permit any child or adult to use, any room or place for sleeping purposes within any children's camp if such room or place is overcrowded, or if there is insufficient light, windows, ventilation or drainage, or if the room or place is insanitary. In all rooms or places used as sleeping quarters, the beds shall be so situated that there is a clear space of at least three feet horizontally and 30 inches vertically between beds.~~

~~B. — Every room or place used for sleeping purposes, occupied by two persons, shall contain not less than 630 cubic feet of air space.~~

~~C. — Every room or place used for sleeping purposes shall be deemed to be overcrowded if it is occupied by more than two persons and contains less than 630 cubic feet of air space plus 500 cubic feet of air space for every person occupying the room in excess of two persons.~~ "Passive activity" means an activity that takes place for a limited time in a defined area, where campers are spectators, or have limited mobility. Such activities may include, but are not limited to, storytelling, coloring, viewing movies or drama, singing, playing board games, computer use, and classroom instruction.

SECTION 26. Section 11.08.075 is hereby added to read as follows:

11.08.075 Season.

"Season" means a consecutive 90-day period.

SECTION 27. Section 11.08.080 is hereby amended to read as follows:

11.08.080 ~~Food supply~~Specialized Recreational Activity.

~~It is unlawful to use any food in a children's camp unless such food is from a source approved by the director.~~ A. "Specialized recreational activity" means an activity that may expose a camper to a risk of serious injury because of the inherent danger of the activity. Such activities include, but are not limited to, ziplining, diving, boating, horseback riding, rock climbing, shooting sports, high rope courses, operating all-terrain vehicles (ATVs), canoeing, aquatic activities (e.g., any camper activities in a pool or other body of water), and other activities determined by the Department based on characteristics such as height, speed, water depth, physical contact with another

participant or object, and/or use of equipment associated with the activity. Other considerations for determining whether an activity is a specialized recreational activity include, but are not limited to, the following:

1. Staff that have specialized training and experience concerning equipment, procedures, and safety considerations.

2. Specific safety precautions and requirements for a high level of adult supervision at all times.

3. May require inspection and/or certification by an accredited organization for that activity.

B. Specialized recreational activities do not include sports played on courts or fields.

SECTION 28. Section 11.08.090 is hereby deleted in its entirety:

~~11.08.090 Milk.~~

~~It is unlawful to serve or use any milk in a children's camp unless such milk is certified milk or is pasteurized market milk.~~

SECTION 29. Section 11.08.100 is hereby deleted in its entirety:

~~11.08.100 Utensils and other food service equipment.~~

~~All utensils, counters, shelves, tables, stoves, hoods, refrigeration equipment and all other food service equipment shall be kept clean and in good repair. It is unlawful to use or keep any utensils that are corroded, cracked, chipped or broken.~~

SECTION 30. Chapter 11.08, Part 2 – General Requirements is hereby added to read as follows:

<u>Part 2</u>	<u>General Requirements.</u>
<u>11.08.200</u>	<u>Compliance Required.</u>
<u>11.08.205</u>	<u>Establishment – Plans and Specifications Required.</u>
<u>11.08.210</u>	<u>Registration or Permit to Operate.</u>
<u>11.08.215</u>	<u>Notice of Intent to Operate.</u>
<u>11.08.220</u>	<u>Written Operating Procedures.</u>
<u>11.08.225</u>	<u>Director Required.</u>
<u>11.08.230</u>	<u>Background Checks Requirement.</u>
<u>11.08.235</u>	<u>First Aid Instruction Requirement.</u>
<u>11.08.240</u>	<u>Counselor Ratios and Minimum Age Requirements.</u>
<u>11.08.245</u>	<u>Camper Health Plan.</u>
<u>11.08.250</u>	<u>Health Supervision.</u>
<u>11.08.255</u>	<u>Camper Health Screening.</u>
<u>11.08.260</u>	<u>Emergency Plan.</u>
<u>11.08.265</u>	<u>Specialized Recreational Activities Plan.</u>
<u>11.08.270</u>	<u>Transportation Plan.</u>
<u>11.08.275</u>	<u>Firearms Storage.</u>
<u>11.08.280</u>	<u>Farm and Domestic Animals.</u>
<u>11.08.200</u>	<u>Compliance Required.</u>

Unless otherwise specified in this division, camps which provide four (4) or more consecutive overnight stays shall comply with the requirements of Division 13, Part 2.4, of the California Health and Safety Code and Title 17, Division 1, Chapter 5, Subchapter 6. Organized Camps, of the California Code of Regulations (CCR).

11.08.205 Establishment - Plans and Specifications Required.

A person intending to establish a new children's camp or organized camp shall submit, in duplicate, complete plans of the proposed camp, including a plot plan drawn to scale, to the Department for approval, prior to construction of new buildings or conversion of existing buildings.

11.08.210 Registration or Permit to Operate.

A. All children's camps operating for four (4) weeks or less in any 12-month period are required to register with the Department before beginning camp operations. All children's camps operating for more than four (4) weeks in any 12-month period are required to obtain a public health permit before beginning camp operations.

B. Every person desiring to register or obtain a public health permit to operate a children's camp shall file an application at least 60 days prior to the anticipated operation of the children's camp. The application shall include the information specified in Section 11.08.220.

C. Upon receipt of an application for registration or a public health permit and required fee, the Department shall review the application. The Department shall not review any application if incomplete, or if the required fee is not paid.

D. Upon completion of the initial application review, the children's camp shall be subject to a site evaluation to be completed by the Department within 30 days prior to the anticipated operation of the children's camp to ensure minimum compliance with this chapter.

E. Upon verification by the Department that all minimum requirements have been met, registration or a public health permit shall be issued.

F. A camp operator is required to notify the Department at least fourteen (14) calendar days before a change is made to any of the following:

1. Continuing or discontinuing onsite food service.
2. Any changes to the children's camp name, location and mailing address.
3. Any major expansion of physical facilities.

11.08.215 Notice of Intent to Operate.

At least 30 days prior to operation of a children's camp in any calendar year, written notice shall be sent by the camp operator to the Department, setting forth the name, location, phone number, mailing, and email address of the person or agency that owns the camp site, and/or the name, phone number, and email address of the person or agency proposing to operate the camp and the proposed dates of operation during that calendar year. Children's camps which operate year-round shall provide only an initial notice of operation.

11.08.220 Written Operating Procedures and Plans.

A. The camp operator must develop and submit to the Department with the initial application for registration or public health permit a written description of operating procedures that describe the program of organized and supervised activities of the children's camp in the following areas:

1. Supervisor qualifications and training;

2. Staff skill verification criteria and process;
3. Camper eligibility requirements, if any;
4. Counselor-to-camper supervision ratios as required in

Section 11.08.240, including for any passive or specialized recreational activities when offered;

5. Safety procedures, including the storage and handling of hazardous materials;
6. Identification of potential environmental hazards;
7. Equipment repair and maintenance; and
8. Equipment access and control.

B. The following written plans must be submitted with the initial application for registration or a public health permit:

1. Camper health plan as outlined in Section 11.08.245;
2. Emergency plan as outlined in Section 11.08.260;
3. Specialized recreational activities plan as outlined in Section 11.08.265, if applicable;
4. Transportation plan as outlined in Section 11.08.270;
5. A plan for swimming or boating in any lake, stream, river or the ocean as outlined in Section 11.08.320, if applicable; and
6. Insect and rodent plan as outlined in Section 11.08.490.

C. A children's camp shall maintain a copy of the written operating procedures and written plans required in this section on file on the camp premises and make plans available for inspection by any camper, camper's parent or guardian, or their agent.

D. If a change is made to written procedures or written plans that are required in this chapter, the camp operator must submit updated procedures or plans within fourteen (14) days of the proposed change along with applicable fee to the Department.

E. If a children's day camp elects to change operations to include one or more specialized recreational activities, or overnight stays, a new registration or public health permit application must be submitted and approved prior to the implementation of any changes, as specified in this chapter.

11.08.225 Director Required.

All children's camps must have a director, as defined in Section 11.08.055, who is at least twenty-five (25) years old, present at the camp when campers are present. The director may designate a counselor who is at least twenty-one (21) years old and has at least two (2) years of experience as a counselor as acting director while the director is offsite. The acting director may only serve in that capacity for twenty-five percent (25%) of the daily duration of camp operations or during passive activities.

11.08.230 Background Checks Requirement.

A. In addition to the requirements of CCR Title 17, section 30751(a), all individuals over the age of eighteen (18) who work or volunteer at a children's camp

must obtain both a satisfactory criminal history record check from the California Department of Justice, Bureau of Criminal Identification, and the U.S. Department of Justice National Sex Offender Public Registry, and must follow mandated reporter requirements.

B. The director of a children's camp must provide a written statement verifying the director's review for each individual as set forth in subsection A above, and documentation of the criminal history record check of the director.

11.08.235 First Aid Instruction Requirement.

All counselors, qualified persons as defined in Section 11.08.250, and the director must provide and maintain satisfactory evidence that they are trained in the principles of first aid and cardiopulmonary resuscitation (CPR), with such evidence of the counselors' or qualified persons' training verified by the director.

11.08.240 Counselor Ratios and Minimum Age Requirements.

A. All children's camps shall have a sufficient number of counselors to supervise and ensure the safety of campers.

B. Except as set forth in subsection C and D below, when campers are present, there shall be the following:

1. At least one (1) counselor for every twelve (12) campers ages three (3) to five (5) years old.
2. At least one (1) counselor for every fifteen (15) campers ages six (6) and above.

C. When campers ages six (6) and above are present during passive activities as defined in Section 11.08.080, there shall be at least one (1) counselor for every 25 campers. Supervision ratios as set forth in subsection B above must be reinstated at the conclusion of the passive activity.

D. When campers ages three (3) to five (5) years old are present during specialized recreational activities as defined in Section 11.08.060, they must be supervised by counselors who are age eighteen (18) or older, and there shall be at least one (1) counselor for every six (6) campers. When campers above age six (6) are present during specialized recreational activities, they must be supervised by at least one (1) counselor for every eight (8) campers. Supervision ratios as set forth in subsection B above may be reinstated at the conclusion of the specialized recreational activity.

E. The minimum number of counselors as set forth in this section must be maintained for offsite trips, except that no fewer than two (2) counselors must be present during any offsite trip.

F. When campers are present at, near or in a pool, lake, stream, river, or ocean, counselors shall be poolside, beachfront or in the water and provide direct visual surveillance of campers at all times.

G. All staff and counselors shall receive training on minimizing the potential of one (1) counselor being present and alone with one (1) camper and not visible to other counselors and campers.

11.08.245 Camper Health Plan.

A. A children's camp shall establish and retain onsite a written site-specific camper health plan that is appropriate to the population serviced and the environment of the camp location or site.

B. The camper health plan shall be developed in consultation with, and reviewed annually by, a licensed physician.

C. The camper health plan shall cover all of the following subjects:

1. Procedures for camper health screening;
2. Arrangements for on-call health care consultation services;
3. Arrangements for emergency health care services and emergency transportation to a health care facility;
4. First aid and health care supplies;
5. The storage and administration of camper prescription and non-prescription drugs and medications;
6. Medical procedures for camper trips away from the camp location or site;
7. Procedures for daily observation of each camper's physical health;
8. Procedures for prompt response and notification of the camper's designated emergency contact;
9. Procedures for camper medical privacy. The place of medical examination or isolation shall ensure privacy and not be located in, or directly adjacent to, a food storage, preparation, or serving area; and

10. Procedures for preventing disease transmission/universal precautions.

D. The camp operator or director must report any of the following within 24 hours to the Department:

1. Any occurrence of foodborne illness, suspected foodborne illness, or any other reportable disease in CCR Title 17, section 2500 (j); and

2. Any death, or any accident or illness of campers or staff members that results in an overnight stay in a hospital or clinic.

E. All camp staff and counselors shall receive training on the camper health plan.

F. The local health officer, when necessary for the protection of the health of campers and staff members, may require special inoculations and testing for each camper and staff member entering camp and may require proof of such compliance.

11.08.250 Health Supervision.

A. A children's day camp shall have a qualified person on duty and present at the camp location or site when campers are present. The qualified person is charged with ensuring compliance with the camper health plan except as provided in section B. A "qualified person" is either the director or designee who otherwise meets the definition of director as defined in Section 11.08.055, is in compliance with first aid and CPR training requirements of Section 11.08.235, and is trained to implement the camper health plan.

B. A children's overnight camp, or a children's day camp that is located in a rural or wilderness area, as defined in Section 7.16.050.B.1, shall ensure that a full-time adult health supervisor, as defined in CCR Title 17, section 30700, charged with health supervision be present when campers are present.

11.08.255 Camper Health Screening.

A. Every camper and staff member attending a children's camp shall furnish a health status and history that is completed and signed by the individual camper or staff member, or by the parent or guardian if the camper or staff member is under the age of eighteen (18). This health status and history shall be kept onsite as long as the camper or staff member is at camp and shall include the following:

1. A description of any health condition requiring medication, treatment, special restriction, or consideration while at camp;
 2. A record of immunizations including date of the last tetanus shot;
- and
3. A record of any allergies.

B. A signed statement by a parent or guardian to seek emergency medical treatment shall be provided for each camper and staff member under eighteen (18) years of age.

C. A medical logbook shall be maintained by the camp operator or director which includes at least the following information for each accident, injury, or illness involving a camper or staff member:

1. Name of the person treated;

2. Dosage and intervals of any medication dispensed;
3. First aid or medical treatment rendered;
4. Name of the person administering the first aid or medical treatment;
5. Date and time of treatment; and
6. Date parent/guardian notified of accident, illness, or injury.

D. Camp staff and counselors shall receive training on the camper health plan.

11.08.260 Emergency Plan.

A. A children's camp shall establish and retain onsite a written site-specific emergency plan, approved by the director, outlining procedures which deal with the following emergency situations:

1. Natural disasters;
2. Lost campers;
3. Fires;
4. Transportation emergencies;
5. Severe illnesses and injuries;
6. Unauthorized persons in the campsite or location;
7. Aquatic emergencies, as appropriate for the site; and
8. Other emergency situations, as appropriate for the site.

B. The emergency plan shall include procedures for:

1. Evacuation of the campsite or location;
2. Control of vehicular traffic through the camp; and

3. Communication among persons at the site of an emergency, persons with nearby emergency medical facilities and the nearest fire station, and staff at the children's camp (both administrative and health staff).

C. Camp staff, including the director and counselors shall be trained in implementing the emergency plan procedures.

11.08.265 Specialized Recreational Activities Plan.

A children's camp that offers specialized recreational activities as defined in Section 11.08.080, shall retain onsite a written site-specific specialized recreational activities plan that addresses the following:

- A. Supervisor qualifications and training;
- B. Staff skill verification criteria and process;
- C. Participant eligibility requirements;
- D. Equipment needed, maintenance, and repair;
- E. Activity area design and safety procedures including access and control;

and

F. For aquatic activities:

1. Testing and classification of each camper according to aquatic ability before the camper engages in an aquatic activity. All campers and staff are considered non-swimmers unless tested and classified.

2. Camper participation only in aquatic activities appropriate to a camper's swim classification, except during formal instruction.

11.08.270 Transportation Plan.

A children's camp shall establish and retain onsite a written site-specific transportation plan that addresses the following:

- A. Transportation of campers and staff for offsite activities;
- B. Transportation of campers and staff to a different location in case of emergency; and
- C. Transportation of campers for immediate medical care.

11.08.275 Firearms Storage.

All firearms and ammunition, when not in use for authorized camp activities, shall be stored and locked in a cabinet designated for this use. The key for this cabinet shall only be in the possession of the director, or a qualified designee who meets the requirements of a director as defined in Section 11.08.055.

11.08.280 Farm and Domestic Animals.

- A. The children's camp shall not allow on camp premises unvaccinated dogs, or other animals that may cause injury or disease to campers.
- B. Pets or animals of any kind are not permitted at swimming or food service areas, unless the animal is a service animal.

SECTION 31. Chapter 11.08, Part 3 – Operational Requirements for Children's Camps is hereby added to read as follows:

Part 3 Operational Requirements for Children's Camps.

11.08.300 Food Service Facilities.

11.08.310 Swimming Facilities.

11.08.320 Lake, Stream, River, or Ocean Swimming.

11.08.300 Food Service Facilities.

Children's camps that offer food for service must comply with California Health and Safety Code sections 113700-114437.

11.08.310 Swimming Facilities.

All swimming pools, pools, wading pools, and special purposes pools which are located in or provided for any children's camp shall be designed, constructed, maintained, and operated in accordance with California Health and Safety Code sections 116035-116068 and applicable provisions of CCR Title 22, and Chapter 31, Part 2, Title 24, sections 3101B-3137B.2, and Figures 31B-1-31B-5. Pools, as defined in Section 11.32.010, shall comply with applicable provisions of Chapter 11.32.

11.08.320 Lake, Stream, River, or Ocean Swimming.

A. A plan for swimming or boating in any lake, stream, river, or the ocean by any children's camp shall be:

1. Developed and maintained by the director;
2. Submitted to the Department prior to use of the lake, stream, river, or ocean by the camp; and
3. Implemented in accordance with any special conditions that may be specified in writing by the Department to protect health and safety.

B. Any children's camp which uses natural bodies of water such as lakes, streams, rivers, or the ocean for swimming shall be equipped with at least one (1) lifeboat or equivalent water safety device that is suited to the size, location and use of

the water facility, population of the camp, and dangers inherent to the water facility as determined by the director and that shall:

1. Be used for no other purpose than for saving lives or for other emergencies;

2. Be kept in good repair and readily accessible to the areas of potential use; and

3. Comply with California Harbors and Navigation Code section 652.

C. No camp shall maintain or use a lake, stream, or river unless:

1. Careful measurements of the depth of water and location of eddies and pools, and determinations of the presence and nature of dangerous currents, sunken logs, rocks and obstructions in the lake, stream, or river have been made;

2. Legible signs indicating in plain letters, the depth of water, the location of pools or eddies; and the presence and direction of currents of water shall be posted at any lake, stream or river used by a children's camp for camper swimming; and

3. The signs shall be visible from the swimming or bathing area during the season when bathing and swimming are permitted.

D. Lifeguard services equivalent to those defined in California Health and Safety Code section 116028 shall be provided at any location used for swimming by campers, with a minimum of one (1) lifeguard for every 25 campers in the water.

E. For all waterfront activities involving campers, staff members or visitors, there shall be a designated aquatics supervisor who is at least eighteen (18) years of age and who shall possess an American Red Cross Lifeguard certificate, YMCA Swim

Lifesaving certificate or an equivalent certificate. Waterfront activities, include, but are not limited to, swimming, sailing and paddle boarding.

SECTION 32. Chapter 11.08, Part 4 – Structural Requirements for Children's Camps is hereby added to read as follows:

<u>Part 4</u>	<u>Structural Requirements for Children's Camps.</u>
<u>11.08.400</u>	<u>Repair, Safety, Maintenance, and Sanitation.</u>
<u>11.08.410</u>	<u>Sleeping Accommodations.</u>
<u>11.08.420</u>	<u>Drinking Water.</u>
<u>11.08.430</u>	<u>Water Supply.</u>
<u>11.08.440</u>	<u>Handwashing Facilities.</u>
<u>11.08.450</u>	<u>Showers.</u>
<u>11.08.460</u>	<u>Toilets.</u>
<u>11.08.470</u>	<u>Garbage and Refuse.</u>
<u>11.08.480</u>	<u>Drainage.</u>
<u>11.08.490</u>	<u>Insect and Rodent Plans.</u>
<u>11.08.400</u>	<u>Repair, Safety, Maintenance, and Sanitation.</u>

A. Every building, structure, tent, tent structure, cabin, and premises within any children's camp shall be kept in good repair, and shall be maintained in a safe and sanitary condition, clean and free from accumulations of paper, rubbish, or standing water satisfactory to the Department.

B. All appliances, equipment, devices, facilities, electrical, mechanical, plumbing, refrigerating, and ventilating systems within any children's camp shall be kept in good repair, and shall be maintained in a safe and sanitary condition satisfactory to the Department.

C. When provided, mattresses, mattress covers, blankets, sheets, pillows, and/or sleeping bags within any children's camp shall be maintained sanitary and in good condition. Blankets, sheets, pillows, and/or sleeping bags shall be laundered and/or sanitized prior to issuance to a camper. Mattresses shall be covered with a waterproof material or washable covers so as to be easily cleaned and sanitized.

11.08.410 Sleeping Accommodations.

A. No person shall use or permit any child or adult to use, any room or place for sleeping purposes within any children's camp if such room or place is overcrowded or if there is insufficient light, windows, ventilation or drainage, or if the room or place is unsanitary.

B. Children's camps with overnight stays shall provide a minimum space of eighteen (18) inches, or a physical barrier between campers. Head-to-head sleeping accommodations shall be prohibited.

C. Each camper shall have an individual bed or sleeping bag.

D. Every room or place used for sleeping purposes within any children's camp that is occupied by two persons shall contain not less than 630 cubic feet of air space.

E. Every room or place used for sleeping purposes within any children's camp shall be deemed to be overcrowded if it is occupied by more than two (2) persons and contains less than 630 cubic feet of air space plus 500 cubic feet of air space for every person occupying the room in excess of two (2) persons.

11.08.420 Drinking Water.

Drinking water shall be provided and be centrally located in the children's camp.

11.08.430 Water Supply.

A. A dependable supply of potable water adequate to furnish 50 gallons of water per person per day shall be available within any children's camp. Where pit or chemical toilets are used, this figure may be reduced to 30 gallons per person per day.

B. The water supply system shall conform to the following:

1. Water wells shall be constructed in accordance with the requirements of California Bulletin 74-81, Well Water Standards, Chapter II and Appendices A, B, C (December 1981) and California Bulletin 74-90 (June 1991), Well Water Standards published by the Department of Water Resources, State of California Resources Agency.

2. Springs shall meet the following requirements:

a. Use of a spring as a potable water source shall not be permitted if it is located on the side of or at the foot of a hill where cesspools, privies, sewers, or other sources of contamination would be located above the spring and in the path of the groundwater flow toward the spring. In no case shall a spring be used if it is located closer than 200 feet to an upstream potential source of contamination.

b. Springs used as a potable water source shall be developed with a tight box or enclosure including a watertight cover with no openings that will permit entrance of surface waters, windblown dusts or small animals.

3. No stream sources for potable water shall be used without treatment.

4. Water supply, quality, monitoring, storage, and distribution shall comply with the requirements of the California Safe Drinking Water Act, California Health and Safety Code sections 116270-116755.

11.08.440 Handwashing Facilities.

Handwashing facilities shall be provided adjacent to all flush toilets within any children's camp. Single service soap dispensers shall be provided at handwashing facilities.

11.08.450 Showers.

A. Children's overnight camps shall provide showers when campers are present for three (3) or more consecutive days and nights.

B. At least one (1) shower head with hot and cold running water shall be provided for each fifteen (15) children of each gender. The camp operator shall provide soap for all lavatories (sinks) and showers; all such showers shall be in buildings and all such buildings shall be properly lighted, plumbed, and ventilated.

C. All campers at children's camps shall be given the opportunity to use showers at reasonable intervals.

D. This section shall not prohibit the installation and maintenance of additional properly plumbed, open-air showers in connection with swimming pools or swimming areas.

11.08.460 Toilets.

A. Toilets shall be provided within any children's camp at the ratio of at least one (1) toilet for each multiple of fifteen (15) children, or fraction thereof, of each gender.

B. Chemical toilets may only be used in remote areas where a plumbing system for water distribution is unavailable as specified in Section 11.38.535.

C. Children's sleeping accommodations shall not be located over 200 feet from a toilet.

D. Toilets shall be maintained in clean and sanitary condition.

11.08.470 Garbage and Refuse.

A. All garbage and refuse shall be deposited and stored in fly tight, leak proof, non-absorbent containers, and shall not be kept for more than seven (7) days.

B. All containers for the collection of garbage and refuse shall be kept in a sanitary condition.

11.08.480 Drainage.

The children's camp and established trails shall be properly drained, so as to eliminate standing water, regardless of whether the children's camp is on or near public land, such as a park or beach.

11.08.490 Insect and Rodent Plans.

A. Children's camps shall have a plan and equipment for coping with excessive numbers of flies, mosquitoes and other insects, and rodents.

B. If a children's camp is experiencing problems with controlling insects and rodents, the Department may require the camp to submit a plan to correct the problem.

C. At times or places where a special risk of disease transmission to humans from insects, rodents, or other animals exists, the children's camp shall institute special measures, under the guidance of the Department, to protect the campers.

SECTION 33. Chapter 11.08, Part 5 – Inspection by Officials is hereby added to read as follows:

<u>Part 5</u>	<u>Inspection by Officials.</u>
<u>11.08.500</u>	<u>Inspection by Officials.</u>
<u>11.08.510</u>	<u>Public Notification.</u>
<u>11.08.520</u>	<u>Notice To Be Given.</u>
<u>11.08.530</u>	<u>Public Health Permit Suspension and Revocation.</u>
<u>11.08.540</u>	<u>Hearing Procedures.</u>
<u>11.08.550</u>	<u>Implementation.</u>
<u>11.08.560</u>	<u>Adoption of Ordinance by Cities.</u>
<u>11.08.500</u>	<u>Inspection by Officials.</u>

A. A children's day camp that operates for four (4) weeks or less shall not be subject to annual routine inspections. For purposes of determining compliance with this chapter, the Department may access the camp site or location during operating hours, for inspection purposes, on the basis of a complaint, or reason to suspect that the children's day camp has violated this chapter. The Department may seek recovery from a children's day camp of an amount that does not exceed the reasonable costs of inspecting the children's day camp.

B. A children's day camp that operates for more than four (4) weeks in any 12-month period shall be subject to at least one (1) unannounced annual inspection.

C. The County Health Officer, or designee(s), shall have the right to enter the premises during operating hours of a children's camp to make reasonable inspections to observe and enforce compliance with applicable law.

11.08.510 Public Notification.

A. The Department shall post on its website all registered and permitted children's camps within fifteen (15) business days of issuance of registration or public health permit.

B. The Department shall post all routine and complaint inspection results on its website within seven (7) business days of the inspection.

11.08.520 Notice To Be Given.

All official inspection reports issued to a children's camp contain a notice similar to that contained in Section 8.04.650. Any additional re-inspection fees to be charged to a children's camp shall be similarly noticed as provided in Section 8.04.650 B.

11.08.530 Public Health Permit Suspension and Revocation.

A. Any children's camp registration or public health permit may be suspended or revoked by the Department for a violation of the requirements of this chapter, Part 7 of Chapter 8.04, or State and local laws or regulations. Any children's camp, for which the registration or public health permit has been suspended or revoked shall close and cease doing business and remain closed until the registration or permit has been reinstated or reissued by the Department.

B. Whenever the Department finds that a children's camp is not in compliance with the requirements of this chapter or State and local laws or regulations, a written notice of violation that contains a required compliance date shall be issued to the registrant or permittee. If the registrant or permittee fails to correct the violation within the specified time, the Department shall issue to the registrant or permittee a written notice setting forth the violations found by the Department. The notice shall inform the registrant or permittee of a right to a compliance review, if requested, to show cause why the registrant's or permittee's registration or public health permit should not be suspended or revoked. A registrant or permittee must either make a written request to the Department for a compliance review within ten (10) calendar days of service of the notice, or correct the violation. A failure to request a compliance review within ten (10) calendar days after service of the notice shall be deemed a waiver of the right to a compliance review, and may subject the registration or permit to immediate suspension by the Department.

C. The compliance review shall be held within fifteen (15) calendar days of the Department's receipt of the registrant's or permittee's written request for a compliance review. Upon written request by the registrant or permittee, the compliance review officer may postpone any compliance review date, if circumstances warrant such action, or cancel the compliance review if the registrant's or permittee's violations are corrected as verified by the Department.

D. At the compliance review, the compliance review officer shall hear testimony and read and consider document submissions from the registrant or permittee and Department representatives.

E. The compliance review officer shall issue and serve a written decision to the registrant or permittee within fifteen (15) working days following the compliance review. In the event of suspension or revocation, the decision shall specify the violations that were found to exist and/or continue, the extent of the suspension of the registration or permit, and the actions required for correction of the continuing violations. If the registration or public health permit has been revoked, the decision shall state the reasons for the revocation.

F. Notwithstanding any other provision of this chapter, if any immediate danger to the public health or safety is found or is reasonably suspected, unless the danger is immediately corrected, the Department may immediately suspend the registration or public health permit and order the children's camp immediately closed, pending the determination of a compliance review. Immediate danger to the public health or safety of campers, visitors, or camp staff shall include any condition, based upon inspection findings or other evidence, that can cause, or is reasonably suspected of causing, infection, illness, or disease transmission, or any known or reasonably suspected hazardous condition.

G. Whenever a registration or public health permit is suspended as the result of an immediate danger to the public health or safety, the Department shall issue to the registrant or permittee a notice setting forth the violations that have

caused the immediate danger, specifying the sections of this chapter or State and local laws or regulations, allegedly violated, and informing the registrant or permittee of the right to a compliance review.

H. At any time within ten (10) calendar days of service of a notice under subsection G, the registrant or permittee may request, in writing, a compliance review before a compliance review officer to show cause why the suspension is not warranted. The compliance review shall be held within fifteen (15) calendar days of the receipt of a request for a compliance review. A failure to request a compliance review within ten (10) calendar days shall be deemed a waiver of the right to such compliance review.

I. The Department may, after providing opportunity for a compliance review, modify, suspend, or revoke a registration or public health permit for serious or repeated violations of the requirements of this chapter or State and local laws and regulations, or for interference in the performance of the inspection and investigation duties of the Department.

J. A registration or public health permit may be reinstated, or a new registration or public health permit issued, if the Department determines that conditions which prompted the suspension or revocation no longer exist.

11.08.540 Hearing Procedures.

The Department may elect to conduct a compliance review in accordance with the provisions of Section 11.08.530, or in accordance with the provisions of Chapter 1.25.

1.08.550 Implementation.

A. The Department is responsible for administration of this chapter which may include public education, public outreach, and promulgating guidelines and rules consistent with the provisions of this chapter and the County Code.

B. Provisions of this chapter related to the application and procurement of children's camp registration and permits shall be effective January 1, 2023.

C. Enforcement for failure to comply with provisions of this chapter related to children's camp registration and permits shall commence on March 1, 2023.

11.08.560 Adoption of Ordinance by Cities.

This ordinance shall be effective within the territorial jurisdiction of each city that incorporates the entirety of this ordinance into its municipal code by adoption or resolution.

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