Camp Policies

and

Emergency Procedures

Sanitation Procedures

Food Storage:

All food will be stored in electric refrigerators maintained at a constant 38-42 degree temperature. Temperatures will be monitored and recorded twice daily. All other non-perishable food items will be stored in appropriate shelving units and protected from animals and insects. Meat and other consumables which are frozen will remain frozen until preparation or will be thawed in the refrigerators.

Water Testing:

The well water from the one well on the property will be tested at the Tri-City Public Health Laboratory located at 4801 West 50th Street, in Edina. The tests will be conducted approximately three weeks before camp begins. The tests will specifically identify chloroform organisms per 100 ml, as well as the presence of nitrate nitrogen (ppm). In the event that either of the two measured contaminants exceeds acceptable levels of health, the wells will be decontaminated and re-tested. If the well fails the second test, it will be sealed and another well will be drilled for use.

Waste Disposal:

Waste management at the camp will include a recycling plan. All recyclable materials will be cleaned and sorted in appropriate containers. Paper waste will be incinerated. Other organic wastes will be sealed in trash bags and transported to a remote location on

a nightly basis, where it will be sealed for storage. As needed, or at the end of the week, the sealed trash will be removed to the local county landfill.

Emergency Procedures

In the event of emergency, the area of Outing does have 911 service for fire, police, and medical emergency. Ambulances are dispatched out of Remer and Emily, and response time is estimated to be within approximately 15-20 minutes. There is a hardwired phone line at the main camp building on the property. The Crosby Regional Medical Center services the Cuyuna Range area, and is located approximately 35 miles from the camp. In the event of the need for hospitalization, this facility would be used.

The procedures for emergencies are listed below:

The primary shelter used as an emergency rallying point is the main shelter located at the center of camp geographically. This shelter is relatively isolated from large trees and other hazards. The secondary shelter for storm evacuation is the storage garage located approximately fifty feet from the main shelter. This structure has no windows and will provide auxiliary shelter for overflow, or in the event that the main shelter is not accessible. Should both of these shelters be compromised by the nature of the emergency, the Camp Director will indicate to the staff and scouts where they are to proceed from there based on the merits of the situation.

1. Fire

A. In the event of fire, the Camp Director should be immediately notified, who in turn notifies the Scoutmaster whom will telephone 911 to report the fire.

B. Each department head, (i.e. range master, waterfront director), is responsible for evacuating their own area of responsibility.

C. Campers in immediate danger from the fire will be evacuated to the main area.

D. All adults and staff are to report directly or by radio to the Camp Director after their activity area is evacuated. In the case of staff without an assigned area of control, all campers in all staff members' immediate vicinity should be evacuated to the main area.

E. The Camp Director will coordinate the fighting of the fire and/or the evacuation of camp. Adult staff will be mobilized to a determined location (mainframe or designated area) to further evacuate campers, assist in fire control (fire breaks, water, etc.), or to assist the fire department by controlling campers.

F.All fires are subject to the approval of the Camp Director or designate.

G. Camper Safety will be emphasized at all times. There is one fire extinguisher located in the main building. All campfires will be in approved and designated fire rings. All campfires will be under the supervision/observation of at least one person. A bucket of sand and at least a one gallon bucket of water (fire-safety buckets) will be available (present) at all campfires.

2. Severe Weather:

A. In the event of severe weather warning, Staff are notified and mobilized for evacuation of the scouts.

B. Staff will be assigned by the Camp Director to evacuate a particular site, where they will assist and escort the scouts from the site in orderly fashion to the designated shelter. In the case of a surprise weather development, the same rules apply as for fire. Department heads will clear their areas and remaining staff will evacuate scouts in their own immediate vicinity to the main area.

C. Scouts or staff will be counted at the shelter to ensure that all scouts and staff

are present and accounted for. Storm activity will be monitored with the use of weather alert radios located at the main lodge and with the Camp Director. Weather conditions are also monitored via the National Weather Service's website and a direct connection with News Channel 4 in the Twin Cities. The local National Weather Service station is located out of Brainerd, approximately 45 miles away to the Southwest. When severe weather watches have been announced, any weather systems approaching the area will be tracked, and preliminary preparations for possible evacuation will begin.

3. Personal Injury:

For any personal injuries that occur in camp, the following procedures will apply:

A. Administer the appropriate first aid as necessary.

B. Notify the Camp Director and the Camp's medical supervisor.

C. The medical supervisor will attend to the injured individual and determine if hospitalization is needed.

D. All injuries will be logged in the medical log by the medical supervisor. The log will note the date, time, injured person's name, type of injury, treatment administered, and the initials of the medical supervisor or the designated person who administered the treatment. The camp will have at least one trained and certified nurse. In addition to the trained nurse, a large number of the staff and scouts have Red Cross First Aid and CPR certification. A well-equipped and inventoried First Aid kit is located at the main shelter, the beach and the ROACH course. All items in the First Aid kits will be checked for expiration dates.

4. Lost Person:

The camp enforces use of the buddy system at all times, however it is possible

that a scout will become lost or missing. In the event of a missing person, the following procedures will apply:

A. The Camp Director is immediately notified if a camper is missing.

B. The Camp Director organizes a coordinated search of the immediate area and likely places that the person might be (i.e. latrines, campsite, last known location, etc.).

C. If the missing person is not found, all camp activities are suspended. The Aquatics Director will conduct a search of the water with the assistance of the waterfront staff. The remaining scouts and staff will report to the camp director for a camp-wide search.

D. If the person is not located within three hours or before sunset (whichever comes first) the local authorities will be contacted by the Camp Director for assistance in the search. Should a scout be reported lost after sunset, the allotted search time before contacting the authorities will be determined by the Camp Director.

5. Lost Person at Beach:

The waterfront director is certified in Red Cross Lifeguard Training, and is a B.S.A Lifeguard Instructor. In the event of emergency at the beach where a missing person is suspected or reported, appropriate B.S.A. waterfront procedures will be strictly adhered to and followed. The Camp Director will be immediately notified of any waterfront emergency. Two-way radios will be used on the waterfront and at the rifle range for use in the event of emergency.

Water Safety Plan

Voyager Bay Summer Camp

While at Voyager Bay summer camp between July 19 through July 26, 2003, there will be numerous waterfront activities. The following is a list of the activities, and the safety measures that will be taken for each:

Swimming & Snorkeling: We will conform to BSA guidelines for waterfront activities. All swimmers must swim qualify and all swimmers must have a buddy. Whenever there is a swimmer in the water, there will be adequate supervision.

Sailing, Rowing, Canoeing, & Fishing (from small boat): We will conform to BSA Safety Afloat rules, including only swimmers allowed in boats, PFD must be worn at all times, buddy tags must be on the buddy board, and non-swimmers and beginners will only be allowed in a boat with a lifeguard.

Motor Boating & Water-skiing: We plan to conform to Safety Afloat including, everyone must always wear a PFD, and a lifeguard or person certified in Safety Afloat will always be in the boat while activities are taking place.

The lifeguards that are BSA or Red Cross certified that will be attending camp are: Ryan Malotky; Jamie Dillon, Rob McPherson, and Matt Kistner.