



GRETCHEN WHITMER  
GOVERNOR

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

DR BEVERLY WALKER  
GRIFFEA  
DIRECTOR

**Report Type** : Addendum to Original Report  
**Inspection Type:**

**Date of Inspection:**  
**Date of Report:** 8/14/2024

Licensee Name(s)	License Number
Northeast Michigan Community Service Agency	DC090413136
Capacity	Facility Name
60	Bay City Linsday ECC
Program Type	Licensee Designee(s)
Center	Brenda Bradbury
Central Administrator(s)	Program Director(s) Name
	Janice M McClain <b>Qualifications:</b> R 400.8113(7)(b) (12). <b>Date PD Approved:</b> // Melissa Amanda Rakes <b>Qualifications:</b> R 400.8113(7)(d) (9). <b>Date PD Approved:</b> 5/15/2023 Heather Lowe <b>Qualifications:</b> R 400.8113(8)(c) (9). <b>Date PD Approved:</b> 4/12/2024
Facility Address	Mailing Address
607 LaSalle Street, Bay City, MI, 48706	2569 U.S. 23, Alpena, MI, 49707
Facility Phone Number	Facility Email Address
9893584659	bradburyb@nemcsa.org

### Findings of the Inspection

**Purpose of Addendum:** The facility would like to decrease capacity from 100 children to 60 children. They are no longer going to use rooms 102 or 106.

**Findings and Conclusions:** 7/18/2024 modification received to remove two classrooms as child use space and decrease capacity. An on site inspection was not required to process modification request.

If you have questions regarding the report, please contact licensing consultant, Stacy Tomczak at 989-798-4738 or tomczaks@michigan.gov. In the event that Stacy Tomczak is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

### Description of Facility

The facility is in the old Linsday Elementary School building on the west side of Bay City. There are five rooms approved for Head Start classrooms.

### Approved Child Use Space

The licensee/ licensee designee understands that the ratio of child care staff member to children and the maximum group size is determined by the youngest child in the room. Equipment in the room must be appropriate for the ages of the children in the room.

<b>Building/Wing</b>	<b>Room</b>	<b>Notes (location, well-defined space, etc.)</b>	<b>Lead Hazard Found</b>
	Room 101 (A102)		No
<b>Age Range : Capacity</b>		<b>Square Footage</b>	<b>Space Used to Calculate Capacity</b>
2 ½ years - 6 years: 20		792 square feet	Yes

<b>Building/Wing</b>	<b>Room</b>	<b>Notes (location, well-defined space, etc.)</b>	<b>Lead Hazard Found</b>
	Room 108 (A105)		No
<b>Age Range : Capacity</b>		<b>Square Footage</b>	<b>Space Used to Calculate Capacity</b>
2 ½ years - 6 years: 20		792 square feet	Yes

<b>Building/Wing</b>	<b>Room</b>	<b>Notes (location, well-defined space, etc.)</b>	<b>Lead Hazard Found</b>
	Room 107 (A104)		No
<b>Age Range: Capacity</b>		<b>Square Footage</b>	<b>Space Used to Calculate Capacity</b>
2 ½ years - 6 years: 20		792 square feet	Yes

<b>Building/Wing</b>	<b>Room</b>	<b>Notes (location, well-defined space, etc.)</b>	<b>Lead Hazard Found</b>
	Gymnasium		
<b>Age Range: Capacity</b>		<b>Square Footage</b>	<b>Space Used to Calculate Capacity</b>
2 ½ years - 6 years:		3,430 square feet	No

<b>Building/Wing</b>	<b>Room</b>	<b>Notes (location, well-defined space, etc.)</b>	<b>Lead Hazard Found</b>
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	boys' and girls' bathroom		No
<b>Age Range: Capacity</b>		<b>Square Footage</b>	<b>Space Used to Calculate Capacity</b>
2 ½ years - 6 years:			No

<b>Description of Outdoor Play Area</b>			
<i>Location</i>	<i>Enclosed Space</i>	<i>Outdoor Hazards</i>	<i>Playground Inspection</i>
The Head Start classrooms will utilize a natural playground for their outdoor play area. The area is located on the side of the building. The area is enclosed on three sides.	Partially fenced in area	The were no outdoor hazards observed during the inspection.	A playground inspection was not required of the outdoor play area.

<b>Number of Sinks and Toilets</b>			
<i>Location</i>	<i># of Handwashing Sinks</i>	<i># of Toilets</i>	<i># of Urinals</i>
hallway	7	6	4

<b>Hours of Operation</b>						
<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
07:45 AM To 3:15 PM	07:45 AM To 3:15 PM	07:45 AM To 3:15 PM	07:45 AM To 3:15 PM			

<b>Terms, Program Components, and Variances</b>							
<i>Full Time or Part Time Care</i>	<i>Months of Operation</i>	<i>Care Before 6 AM</i>	<i>Care After 6 PM</i>	<i>Before School or After School Care</i>	<i>Overnight Care</i>	<i>Weekend Care</i>	<i>Head Start/GSRP</i>
	School Year	No	No		No	No	Head Start
<b>Food Service</b>		No					
<b>Transportation</b>		No					
<b>Swimming</b>		No					
<b>Variances</b>		None					

**Recommendation**

I recommend to decrease capacity from 100 to 60 children to accommodate the three rooms that will be used.

**Approved By:**

*Stacy Tomczak*

**8/14/2024**

Stacy Tomczak

**Date**

**Licensing Consultant**