



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 7, 2023

Brenda Bradbury
Northeast Michigan Community Service Agency
2569 US 23 South
Alpena, MI 49707

RE: License #: DC090413136
Bay City Lindsay ECC
607 LaSalle Street
Bay City, MI 48706

Dear Ms. Bradbury:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 3/06/23, I found 3 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R 400.8110 (6) Applicant; licensee; licensee designee; requirements.**
- R 400.8131 (12) Professional development requirements.**
- R 400.8143 (3) Children's records.**

Due to the violations, you must send us a corrective action plan by 3/23/23. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.

- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at 517-284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,





Stacy M. Tomczak, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa St
 PO Box 30664
 Lansing, MI 48909
 989-798-4738

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
RENEWAL INSPECTION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC090413136
Licensee Name:	Northeast Michigan Community Service Agency
Licensee Address:	2569 US 23 South Alpena, MI 49707
Licensee Telephone #:	(989) 358-4659
Licensee/Designee:	Brenda Bradbury, Designee
Name of Facility:	Bay City Lindsay ECC
Facility Address:	607 LaSalle Street Bay City, MI 48706
Facility Telephone #:	(989) 358-4659
Original Issuance Date:	09/14/2022
Capacity:	100
Age Range:	Ages 2 years 6 months Thru 6 years
Program Components:	HEAD START

II. METHODS OF INSPECTION

Date of On-Site Inspection(s): 03/06/2023
 Date of Environmental Health Inspection: 09/06/2022
 Date of Fire Safety Inspection: 09/08/2022
 Date of Lead Hazard Risk Assessment, if applicable: 08/22/2022
 Date of Documentation of Playground Compliance, if applicable: N/A

		No. of Records Reviewed
No. of children enrolled in care	79	17
No. of staff employed	14	11
No. of volunteers	0	0
No. of children present at time of inspection	50	
No. of staff present at time of inspection	12	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	50	
Persons Interviewed:	Licensee/Licensee Designee	<input checked="" type="checkbox"/>
	Program Director	<input checked="" type="checkbox"/>
	Caregiving staff	<input checked="" type="checkbox"/>

Approved Child Use Space: Rooms 101, 102, 106, 107, and the gymnasium are approved for child care use.
 Approved Program Director: Janice McClain, Rebecca Nitzh, and Angela Trinklein are the approved program directors.
 Approved Central Administrator: None
 Approved Variances: None
 Key Indicator Inspection: No

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care center administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center’s records, including staff records and children’s records. Staff records include background checks and training information. Children’s records include child information cards, physical examination dates, and immunizations.

During the inspection, the center was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.8110 Applicant; licensee; licensee designee; requirements.

(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.

Not all salary staff recorded their daily arrival and departure time.

R 400.8131 Professional development requirements.

(12) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 month of the notice.

One child care staff member did not take the 2021 health and safety refresher course.

R 400.8143 Children's records.

(3) For children under school-age, at the time of a child's initial attendance, a center shall obtain, keep on file, and make accessible in the center 1 of the following:

(a) A certificate of immunization showing a minimum of 1 dose of each immunizing agent specified by the department of health and human services (DHHS).

(b) A copy of a waiver addressed to DHHS and signed by the parent stating immunizations are not being administered due to religious, medical, or other reasons.

Three of the child information records did not have immunizations on file at the date of initial attendance. They were obtained after the day of initial attendance.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a original license to this child care center.



March 9, 2023

Stacy M. Tomczak
Licensing Consultant

Date