



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 3, 2023

Zechariah Hoyt  
YMCA of Greater Michiana, Inc.  
905 N. Front St.  
Niles, MI 49120

RE: License #: DC110022907  
**YMCA School Age Child Care  
Roosevelt Elementary  
2000 El Dorado Dr.  
Stevensville, MI 49127**

Dear Mr. Hoyt:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 03/02/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

**R 400.8112 Comprehensive background check; fingerprinting.**

- (2) An applicant or licensee shall do all of the following:  
(e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.

Child care staff members were working at the center but were not connected within the Child Care Background Check (CCBC) System. Child care staff members no longer working at the center were connected to the center within the CCBC System.

**R 400.8131 Professional development requirements.**

- (11) Verification of all professional development required by this rule must be kept on file at the center or online at MiRegistry. Verification must be issued from the training organization or

trainer and include the date of the course, the name of the training organization or trainer, the topic covered, and the number of clock hours. Training hours from MiRegistry also meet this rule.

There was not verification of professional development requirements kept on file for each child care staff member including health and safety training or refresher courses completion.

**R 400.8161                      Emergency procedures.**

(7) A written log indicating the date and time of fire and tornado drills must be kept on file at the center.

A fire drill was not documented during the quarter December 2022 through February 2023. Ryan Kitron said a fire drill was completed but not documented.

Due to the violations, you must send us a corrective action plan by 3/23/2023. 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.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

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

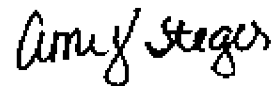
You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A

description of when inspection letters are completed can be found under Overview of Licensing Reports.

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,

A handwritten signature in black ink that reads "Amy Steger". The signature is written in a cursive, flowing style.

Amy Steger, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(269) 568-2915