



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 18, 2022

Lynnmarie Kinkema
Little Blessings Daycare and Preschool, Inc.
3845 Green Road
Lake City, MI 49651

RE: License #: DC570374509
Investigation #: 2022D1080009
Little Blessings

Dear Mrs. Kinkema:

I conducted a special investigation because the child care licensing division received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

R 400.8182 (3) Ratio and group size requirements.

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed the person who made the complaint, program director, licensee designee, caregivers, and parents.
- I completed on-site inspections on the following dates: 03/29/2022.

As a result of this investigation, I found the following violation(s):

MCL 722.115n Application for or renewal of license to operate child care center, group child care home, or family child care home; household member or child care staff member; criminal history check; requirements; duties of department.

R 400.8110 (6) Applicant; licensee; licensee designee; requirements.

R 400.8113 (4) Program Director qualifications; responsibilities.

R 400.8125 (1) Staff; volunteer; requirements.

R 400.8125 (3) Staff; volunteer; requirements.

R 400.8143 (1) Children's records.

R 400.8143 (2) Children's records.

R 400.8143 (11) Children's records.

R 400.8182 (3)(a) Ratio and group size requirements.

R 400.8182 (3)(c) Ratio and group size requirements.

I recommend issuance of a 1st provisional license. If you accept the provisional license, you must sign and return the enclosed waiver form. If you do not accept the provisional license, you must notify this office in writing and an administrative hearing will be scheduled. Even if you don't accept the provisional license, you must still send us an acceptable corrective action plan.

Due to the violations, you must send us a corrective action plan by 06/06/2022. 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 this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	☐	☒
A rule or law violation was found and abuse and/or neglect of a child occurred.	☐	☒

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the Statewide Search for Licensed Child Care Centers and Homes.

Please review the enclosed documentation for accuracy and 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.

Sincerely,

Amanda Wendell

Amanda Wendell, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 492-5410

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC570374509
Investigation #:	2022D1080009
Complaint Receipt Date:	03/25/2022
Investigation Initiation Date:	03/29/2022
Report Due Date:	05/24/2022
Licensee Name:	Little Blessings Daycare and Preschool, Inc.
Licensee Address:	10540 S Lucas Rd McBain, MI 49657
Licensee Telephone #:	(231) 388-4260
Administrator:	Lynnmarie Kinkema, Designee
Licensee Designee:	Lynnmarie Kinkema, Designee
Name of Facility:	Little Blessings
Facility Address:	10540 S Lucas Rd McBain, MI 49657
Facility Telephone #:	(231) 825-8388
Original Issuance Date:	08/18/2015
License Status:	REGULAR
Effective Date:	04/06/2021
Expiration Date:	04/05/2023
Capacity:	90
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
The center does not maintain the appropriate caregiver to child ratios in the morning in the two-year-old classroom. There is often one staff member to seven or eight children.	Yes
Additional Findings	Yes

III. METHODOLOGY

03/25/2022	Special Investigation Intake 2022D1080009
03/26/2022	Contact- Telephone call received Interview with Complainant
03/29/2022	Special Investigation Initiated - On Site 8:00 A.M. – 12:30 P.M. Interviews with child care staff members
04/28/2022	Contact - Telephone call made Interviews with Child A's Mother, Child B's Mother, Child C and Child D's Mother, and Child E's Father
05/04/2022	Contact - Telephone call made Interview with licensee designee Ms. Lynn-Marie Kinkema
05/05/2022	Contact - Document Received Information from Ms. Kinkema
05/09/2022	Exit Conference with Ms. Kinkema and program director Ms. Kim DeZeeuw
05/09/2022	Inspection Completed-BCAL Sub. Non-Compliance
05/11/2022	Contact – Document Received Staff attendance

ALLEGATION: The center does not maintain the appropriate caregiver to child ratios in the morning in the two-year-old classroom. There is often one staff member to seven or eight children.

INVESTIGATION: On 03/25/2022, I received an allegation stating that for the month prior, the two-year-old classroom has a ratio of 1 child care staff member to 7 or 8

children in the morning. The allegation states that this has been an ongoing issue and that there may not be enough staff at the center.

On 03/25/2022, I interviewed the Complainant, who stated that approximately 95% of the time they drop their child off prior to 8:30 A.M., the Farm/breakfast room is out of ratio. The Complainant has read previous special investigation reports where this has been brought to the licensee designee Lynnmarie Kinkema's attention. Ms. Kinkema will come into compliance while child care licensing is involved, but then eventually classrooms return to being out of ratio. The Complainant reported dropping their child off on 03/25/2022 in the Farm room and that there were 7 children already present, with the complainant's child being the 8th. The complainant confirmed that there were children in the room under the age of 30 months. There was one child care staff member in the room.

The program director, Ms. Kim DeZeeuw reported that either she or Ms. Kinkema normally arrive at 6:00 A.M. and the center opens at 6:30 A.M., which is when child care staff member Ms. Barbara Beech arrives. All of the children start the day in the two-year-old Farm room for breakfast. This room is licensed for 13 children under 30 months of age. As staff begin to arrive between 7:15 and 7:30 A.M., they take their group of children to their classroom. There are a maximum of 12 children at breakfast and by 7:30 or 7:45 A.M., the children are all in their own classrooms. Ms. DeZeeuw stated that they "try" to stay in ratio and did not know of any times where they did not meet the required child to staff member ratios. Ms. DeZeeuw reported that, in the morning, if they reach 12 children in the breakfast room, she will take the four youngest children into the infant room. During the onsite inspection, I observed eight children present in the Farm room with two child care staff members.

Ms. Kinkema denied that the center is ever out of ratio. Either she or Ms. DeZeeuw arrives at 6:00 A.M, a second staff member arrives at 6:45 and a third staff member at 7:00. The center opens at 6:30 A.M. and there were two child care staff members present this morning at 6:30. Ms. Kinkema reported that attendance is down this week because of spring break. When the third staff member arrives, one staff member takes the older children to a different room. There are usually around 10 children present in the breakfast room in the morning. If any infants are present, then they only allow eight children in the breakfast room. Ms. Kinkema reported that she is "very vigilant about ratio." The children are only in the breakfast room for five to ten minutes and there are always at least two child care staff members present.

Ms. Beech reported that she arrives in the morning 7:00 A.M. and denied that the center is ever over the required staff member to child ratio.

Ms. Carrie Hocquard reported that she arrived the morning of the onsite inspection at 7:30 A.M. and that there were approximately six staff members present at that time.

Ms. Kathy Zegoski was present on the morning of the onsite inspection at 7:00 A.M. and started working at 7:30. She reported that she thinks there were two staff members and two children present at 7:00.

When I arrived for my onsite inspection, there were eight children between the ages of 12 and 30 months present in the Farm/breakfast room with two child care staff members. Both staff members, Ms. Rachel Oliver and Ms. Rachel Stirrett reported that they arrived that morning at 7:30 A.M.

In addition to interviewing the center staff, I also reviewed attendance records for both children and staff for multiple days. It should be noted that, at the time of the onsite inspections, parents were signing their children in when they arrive at the center, regardless of which room they are taken to. As the time that children are taken to their assigned room varies, it is impossible to tell how many children are present in the Farm/breakfast room at one time. On 03/08/2022, Ms. Kinkema was present with three child care children from 6:30 A.M. – 6:50 A.M., when Ms. DeZeeuw arrived. Ms. Beech arrived at 7:00 A.M., and six more staff members arrived at 7:30 A.M. Prior to 7:30 A.M., there were six children present with three child care staff members. On 03/25/2022, Ms. DeZeeuw was present when the center opened at 6:30 A.M. According to attendance records, by 8:30 A.M., there were 22 children present with 9 child care staff members. It is unknown where each child was at this time. On 03/28/2022, Ms. DeZeeuw was present with two children until 7:00 A.M., when two additional child care staff members arrived, followed by six more staff members at 7:30 A.M. Prior to 7:30 A.M., there were three child care staff members present with five child care children.

Child A's Mother stated that Child A (male, 2 years) is normally dropped off around 8:00 A.M. At arrival, he is brought to the breakfast/Farm room. Child A's Mother denied knowing how many children are generally present at drop-off but stated that the staff "rifle kids between rooms," clarifying that this is because of staffing issues. In the morning there are "a whole bunch of kids" present in the breakfast room with one staff member. She identified that she arrived one morning and there was no child care staff member in the room with the children. She denied knowing how many children were present and reported that a staff member came in from the adjoining kitchen approximately one minute later. Child A's Mother confirmed that she has concerns regarding the child to caregiver ratios but no evidence to support her concerns. She also has concerns with the number of child care staff members present in the morning, but again had no evidence to support this.

Child B's Mother stated that Child B (male, 21 months) starts the day in the breakfast room around 7:45 A.M. There are normally around seven children in the room with two or three child care staff members. When Child B is picked up in the afternoon, there is usually one child care staff member present with three children. Recently, the center adopted a policy where staff sign children in and out and the front door is locked from 8 A.M.-3 P.M. The center sent a letter to parents stating that a parent complained to LARA and that the center is choosing to change their

policy. Parents are to knock on the door and a staff member will open it and take the child. Child B's Mother denied any concerns with the center.

Child C and D's Mother stated that Child C (female, 4 years) and Child D (male, 34 months) "bounce around" while in care. The children are dropped off at 6:30 A.M. to the breakfast room and there are normally one or two other children present with one or two staff members. If there are more children than that, there are always two staff member present. Child C and Child D's Mother denied any concerns with supervision or staffing. Prior to Covid, parents signed children in and out in the office. During Covid, sign-in and out got moved to their cubbies. For approximately the last month, staff sign the children in and out. The doors are locked from 8:00 A.M. – 3:00 P.M now, but Child C and Child D are dropped off before 8:00 and picked up after 3:00.

Child E's Mother stated that Child E (male, 2 years) attends 2-3 times per week and is dropped off between 7:00 A.M. and 8:30 A.M. He gets dropped off in the breakfast/Farm room and there are usually around seven children present with one child care staff member. Child E remains in the Farm room all day. Following the onsite inspection, the center sent a letter to parents stating that they will be locking the doors daily and parents will have to drop their children off at the door.

APPLICABLE RULE		
R 400.8182	Ratio and group size requirements.	
	(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4:	
	Age	Child Care Staff member to Child Ratio
		Maximum Group Size
	a) Infants and toddlers, birth until 30 months of age	1 to 4
		12
ANALYSIS:	Ms. DeZeeuw does not maintain the required one child care staff member to every four children ages birth to 30 months of age in the Farm/breakfast room. Multiple parents have seen the classroom out of compliance numerous times and a parent arrived when there was no child care staff member present with children.	
CONCLUSION:	VIOLATION ESTABLISHED	

ADDITIONAL FINDINGS:

INVESTIGATION: In order to fully investigate this allegation, I obtained attendance records for all child care staff members and volunteers for three weeks. Ms. Kinkema functions as a child care staff member and denied that she maintains daily attendance for herself. In addition, on the day of my onsite inspection, there were seven child care staff members and one volunteer present. Only two staff members and the volunteer had signed in. Ms. Kinkema stated that staff sometimes complete their arrival and departure times at departure.

APPLICABLE RULE	
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.
ANALYSIS:	Ms. Kinkema does not maintain accurate daily attendance for all child care staff members, aides, and volunteers. She does not maintain attendance for herself and does not ensure that all staff sign in on arrival.
CONCLUSION:	REPEAT VIOLATION ESTABLISHED SIR Dated 10/18/2021 CAP Dated 11/03/2021

INVESTIGATION: One of the child care staff members present in the Farm/breakfast room during the onsite inspection was Ms. Rachel Oliver. According to the center's Child Care Background Check (CCBC) account, Ms. Oliver was entered into the system and fingerprints were requested on 03/22/2022, but that she had not yet been fingerprinted as of the date of the inspection. Ms. Kinkema reported that Ms. Oliver began working at the center on 02/25/2022 and had a fingerprint appointment scheduled at one point, but that it was canceled. Ms. Oliver was fingerprinted on 05/06/2022. Her status in the CCBC account is "supervision only" as of the date of this report.

APPLICABLE RULE	
MCL 722.115n	Application for or renewal of license to operate child care center, group child care home, or family child care home; household member or child care staff member; criminal history check; requirements; duties of department.
	(1) Except as otherwise provided in subsection (13), when a person, partnership, firm, corporation, association, governmental organization, or nongovernmental organization

	applies for or applies to renew a license to operate a child care center, group child care home, or family child care home under section 5m and before a group child care home or family child care home allows an individual to be a member of the household, or a child care center, group child care home, or family child care home allows an individual to become a child care staff member, the department shall do all of the following: (a) Review its database of individuals with previous disciplinary action within a child care center, group child care home, or family child care home or an adult foster care facility. (b) Conduct a search of the individual through the national sex offender registry. (c) Request a search of the individual through all state criminal registries or repositories for any states of residence in the past 5 years. (d) Request that the department of state police perform a criminal history check on the individual, child care staff member, or adult member of the household.
ANALYSIS:	Ms. Kinkema did not ensure that a prospective child care staff member had submitted to the required background checks completed by the department prior to having unsupervised contact with children.
CONCLUSION:	VIOLATION ESTABLISHED

INVESTIGATION: According to the center's staff attendance, there was a [REDACTED] listed as a child care staff member. [REDACTED] is not listed on the center's CCBC system. Ms. Kinkema reported that [REDACTED] was hired 01/04/2022 but only completed two weeks of work; she was scheduled to work more but called in sick and was terminated. In a telephone conversation on 05/04/2022, Ms. Kinkema reported that [REDACTED] was not fingerprinted because they could not schedule an appointment. In an email on 05/05/2022, Ms. Kinkema reported that [REDACTED] had been employed prior at another child care center, so Ms. Kinkema did not think she had to do anything with [REDACTED] fingerprints. [REDACTED] was employed at the center through at least 03/11/2022.

APPLICABLE RULE	
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.
ANALYSIS:	Ms. Kinkema did not accurately maintain the center's CCBC account. [REDACTED] was not connected as a child care staff member, despite being employed by the center from 01/04/2022 until at least 03/11/2022.
CONCLUSION:	VIOLATION ESTABLISHED

INVESTIGATION: When I arrived for the onsite inspection, I spoke with the lead caregiver in the infant room, asking her if Ms. DeZeeuw was present. She stated that she was not present. I asked who was in charge in her absence and she denied that anyone is in charge. She reported that Ms. Kinkema had been present but left approximately 20 minutes prior to get groceries.

I also asked the two child care staff members in the nearby Farm room if they knew who was in charge in Ms. DeZeeuw's absence and they both stated that Ms. Kinkema is normally in charge in Ms. DeZeeuw's absence but denied knowing if anyone was left in charge in Ms. Kinkema's absence.

APPLICABLE RULE	
R 400.8113	Program Director qualifications; responsibilities
	(4) If absent from the center, the program director shall designate a child care staff member to be in charge.
ANALYSIS:	Ms. DeZeeuw did not ensure that a staff member is designated to be in charge in her absence.
CONCLUSION:	VIOLATION ESTABLISHED

INVESTIGATION: When I arrived at the center, I first went to the Space room, where Ms. Kathy Zegoski was the lead caregiver. She had five three-year-old children present in the room. I left the classroom to interview other child care staff members and when I returned to Ms. Zegoski's room, she was not in there, leaving the five three-year-old children unsupervised. While I was in the classroom, Ms. Zegoski returned. She was in a different room looking for activities and estimated

that she was gone approximately 5 minutes. This classroom is located in the front of the building near the front door and has a door leading directly into the parking lot.

APPLICABLE RULE	
R 400.8125	Staff; volunteer; requirements.
	(1) All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	Ms. Zegoski did not provide appropriate care and supervision when she left five three-year-old children unsupervised in a classroom.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE		
R 400.8182	Ratio and group size requirements.	
	(3) In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the licensee, must be as shown in Table 4:	
	Age	Child Care Staff member to Child Ratio
	c)Preschoolers, 3 years of age until 4 years of age	1 to 10
		Maximum Group Size
		30
ANALYSIS:	Ms. Zegoski did not ensure that the ratio of child care staff members to children is not less than one child care staff member to every ten children when she left her classroom, leaving five three-year-old children unsupervised.	
CONCLUSION:	VIOLATION ESTABLISHED	

INVESTIGATION: Listed on the center's daily attendance sheet and present in the infant room was Ms. Lacy Zegoski. Ms. Zegoski denied that she has been fingerprinted. When I questioned why Ms. Zegoski was not listed in the center's CCBC account, Ms. Kinkema stated that Ms. Zegoski has not been fingerprinted yet, as she is actually a prospective employee observing and volunteering for the day. Ms. Kinkema denied that Ms. Zegoski was being paid. She also denied that she has completed a Public Sex Offender Registry clearance for Ms. Zegoski.

APPLICABLE RULE	
R 400.8125	Staff; volunteer; requirements.
	(3) All supervised volunteers shall receive a public sex offender registry (PSOR) clearance before having any contact with a child in care. A copy of this clearance must be kept on file at the center.
ANALYSIS:	Ms. DeZeeuw did not ensure that Ms. Lacy Zegoski had a completed PSOR clearance on file prior to having contact with children in care.
CONCLUSION:	VIOLATION ESTABLISHED

INVESTIGATION: In order to investigate the alleged violation, I requested Ms. Kinkema provide me with children's attendance records. She explained to me that parents fill out a sheet daily with their children's anticipated scheduling needs. Billing is completed based off the children's anticipated schedule. Each child has an individual attendance sheet at their cubby where parents sign them in and out. In order to review attendance, I obtained all attendance sheets available at the children's cubbies. Most of the attendance sheets did not include the children's last names, and some did not include the name of the child at all. Some cubbies did not have attendance sheets. In addition, on 3/25/2022, there were 38 children scheduled to arrive prior to 8:30 A.M. but only 22 children had been signed in by this time. It is not known if children were not present or if they had not been signed in.

APPLICABLE RULE	
R 400.8143	Children's records.
	(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

ANALYSIS:	Ms. DeZeeuw did not ensure that accurate daily attendance is maintained, including children's first and last names. Many daily attendance sheets were missing first and/or last names, and, with parents signing children in and out, it is not possible to determine if attendance is being done accurately.
CONCLUSION:	REPEAT VIOLATION ESTABLISHED LSR Dated 03/17/2020 CAP Dated

INVESTIGATION: In order to contact parents regarding the investigation, I obtained child information cards. Of 14 child information cards reviewed, 8 had not been updated within the past year, and 1 did not have the date of an updated noted.

APPLICABLE RULE	
R 400.8143	Children's records.
	(2) Child information cards must be reviewed and updated by parents at least annually and when the center becomes aware of changes.
ANALYSIS:	Ms. DeZeeuw did not ensure that child information cards are reviewed and updated at least annually. Fifteen child information cards were not appropriately updated in the previous year.
CONCLUSION:	VIOLATION ESTABLISHED

During the exit conference, technical assistance/consultation was provided regarding the following:

- I reminded Ms. DeZeeuw and Ms. Kinkema that center staff must not complete any information on the child information cards that is required to be completed by parents.
- I recommended that the center adopt a new policy where staff sign children in and out of each room as they enter and leave it. This will allow for better accounting of how many children are in a room at a particular time.
- I recommended that the center adopt a new policy where staff sign in and out of each room as they enter and leave it. This will allow for better accounting of where each staff member is at all times.
- Currently, Ms. Kinkema is listed in the center's CCBC account as the licensee. She is actually the licensee designee and needs to change her role to reflect this.
- While reviewing child information cards, I noted that one was missing the child's date of birth and three were missing allergy information. I requested that Ms.

DeZeeuw or Ms. Kinkema review all child information cards and have parents complete them as necessary.

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, recommend modification of the current status of the license to a 1st provisional with increased supervision.

Amanda Wendell

05/18/2022

Amanda Wendell
Licensing Consultant

Date

Approved By:

Candice Case-French

05/18/2022

Candice Case-French
Area Manager

Date