



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 11, 2021

Brenda Bradbury  
Northeast Michigan Community Service Agency  
2375 Gordon Rd  
Alpena, MI 49707

RE: License #: DC670309467  
**Evert Headstart**  
**515 N. Cedar Street**  
**Evert, MI 49665**

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 5/6/2021, I found 1 violation. The violation is listed below and explained in the attached report:

R 400.8143(11)

Due to the violation, you must send us a corrective action plan by 6/1/2021. 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.

<b>During calendar year 2020:</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>

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 (616) 356-0100.

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

Sincerely,



Linda Strube, Licensing Consultant  
Bureau of Community and Health Systems  
2700 Baker St.  
P.O. Box 4290  
Muskegon Heights, MI 49444  
(231) 215-4608

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC670309467
<b>Licensee Name:</b>	Northeast Michigan Community Service Agency
<b>Licensee Address:</b>	2375 Gordon Rd Alpena, MI 49707
<b>Licensee Telephone #:</b>	(989) 356-3474
<b>Licensee/Designee:</b>	Brenda Bradbury, Designee
<b>Name of Facility:</b>	Evert Headstart
<b>Facility Address:</b>	515 N. Cedar Street Evert, MI 49665
<b>Facility Telephone #:</b>	(231) 734-0340
<b>Original Issuance Date:</b>	09/10/2010
<b>Capacity:</b>	40
<b>Age Range:</b>	Ages 2 years 6 months Thru 6 years
<b>Program Components:</b>	TRANSPORTATION PRESCHOOL FOOD SERVICE

**II. METHODS OF INSPECTION**

Date of On-Site Inspection(s): 05/06/2021  
 Date of Environmental Health Inspection: N/A  
 Date of Fire Safety Inspection: 01/12/21 letter signed by superintendent  
 Date of Lead Hazard Risk Assessment, if applicable: 06/19/2017  
 Date of Documentation of Playground Compliance, if applicable: N/A

	No. of Records Reviewed	
No. of children enrolled in care	18	10
No. of staff employed	7	7
No. of volunteers	0	0
No. of children present at time of inspection	18	
No. of staff present at time of inspection	5	
No. of volunteers present at time of inspection	0	
No. of children interviewed/observed	18	

Persons Interviewed: Licensee/Licensee Designee   
 Program Director   
 Caregiving staff

Approved Child Use Space: Classrooms #210 and 212, gymnasium, speech therapy room, and physical therapy rooms are approved for child use.  
 Approved Program Director: Laura Zinger is the approved program director.  
 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 400.8143

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.**

Ms. Zinger did not ensure that an accurate record of daily attendance was maintained. There were 14 children present, but only 13 children were signed in.

#### IV. RECOMMENDATION

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

*Linda Strube*

05/11/2021

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Linda Strube  
Licensing Consultant

Date