



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 18, 2023

William Spotts
Eastern Michigan University
203 Boone Hall
Ypsilanti, MI 48197

RE: License #: DC810364436
Investigation #: 2023D0802016
Holmes Elementary

Dear Mr. Spotts:

I conducted a special investigation because the child care licensing bureau received information regarding your facility that related to licensing rules or law. The information was related to the following:

R 400.8125(1) Staff; volunteer; requirements
R 400.8158 Incident, accident, injury, illness, death, fire reporting

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

- I interviewed the person who made the complaint, program director, licensee, licensee designee, child care staff member, and parent.
- I completed on-site inspections on the following dates: April 11, 2023, and April 12, 2023.

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

R 400.8125(1) Staff; volunteer; requirements
R 400.8158 Incident, accident, injury, illness, death, fire reporting

I recommend issuance of a first 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 May 7, 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.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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,



Kimberly Brown, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(734) 417-9703

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC810364436
Investigation #:	2023D0802016
Complaint Receipt Date:	03/24/2023
Investigation Initiation Date:	04/11/2023
Report Due Date:	05/23/2023
Licensee Name:	Eastern Michigan University
Licensee Address:	203 Boone Hall Ypsilanti, MI 48197
Licensee Telephone #:	(734) 487-0372
Administrator:	William Spotts, Designee
Licensee Designee:	William Spotts, Designee
Name of Facility:	Holmes Elementary
Facility Address:	1255 Holmes Rd Ypsilanti, MI 48198
Facility Telephone #:	(734) 487-4885
Original Issuance Date:	10/20/2014
License Status:	REGULAR
Effective Date:	04/20/2021
Expiration Date:	04/19/2023
Capacity:	50
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
Child A (8-year-old male) left the child care center and was lost in the neighborhood for over an hour.	Yes
Additional Findings	Yes

III. METHODOLOGY

04/06/2023	Special Investigation Intake 2023D0802016
04/11/2023	Special Investigation Initiated - On Site Arrived 4:45p.m.-Departed 5:35p.m. Discussed allegations with program director Ashley Cochran and CCSM 1
04/12/2023	Inspection Completed On-site Discussed allegations with William Spotts and Suzie Staley Licensee Designees, CCSM 2, CCSM 3
04/12/2023	Exit Conference William Spotts and Suzie Staley Licensee Designees
04/14/2024	Contact - Telephone call made Contact TC made to Child A's Father
04/14/2024	Inspection Completed-BCAL Sub. Non-Compliance

ALLEGATION: Child A (8-year-old male) left the child care center and was lost in the neighborhood for over an hour.

INVESTIGATION: On April 11, 2023, I made an unannounced onsite inspection to the child care center. Upon arrival I spoke to the Program Director Ashley Cochran. Ms. Cochran stated that she was working on March 16, 2023, when Child A left the center. Ms. Cochran stated that it was close to pick up time around 6:15p.m. and she was at the front door of the school calling over the walkie talkie for students to come meet their parents as they arrived for pickup. One of the other CCSMs asked over the walkie talkie if {Child A} was in the front and she replied, no. They then told her that Child A was not in the classroom, and no one could find him. Ms. Cochran stated she went and looked in the gym and, in the bathrooms, to see if she could locate him. When she couldn't find Child A, she called Witness 1 and asked him to check the cameras to see if Child A could be seen on camera. The cameras showed

Child A leaving the building at approximately 6:07p.m. and walking towards his home, which is in the neighborhood adjacent to the school. Child A's Stepmother then arrived to pick up Child A and Child B (age 10 years) from the program. Ms. Cochran asked Child A's Stepmother if Child A was at home, because he left the program walking and had not been seen. Child A's Stepmother stated that Child A was not at home and then left to get Child A's Father. Ms. Cochran stated Child A's Father, Stepmother, and CCSM 2 and CCSM 3 drove around the neighborhood looking for Child A. Ms. Cochran remained at the center with Child B. Child A's Parents and CCSM 2 and CCSM 3 arrived back at the center without finding Child A and called the police. Two police cars arrived at the center and the third police car drove into the neighborhood where Child A was found at approximately 7:23p.m.

On April 11, 2023, I interviewed CCSM 1. CCSM 1 stated that he was working in the classroom when Child A walked out of the room. CCSM 1 stated that Child A seemed to be his "regular self" and he did not know why Child A left the program. CCSM 1 went on to state that later someone said that Child A was mad about something someone said, so he decided to walk home. CCSM 1 stated that he did not know how Child A left the classroom without anyone seeing him leave. CCSM 1 feels bad that the incident occurred, because "it never should have happened." CCSM 1 stated he was talking to another student and was not watching the door. He went on to say that he heard a student say someone was walking outside, but he assumed it was a neighborhood child and not one of their students.

On April 12, 2023, I made an onsite inspection to the child care center. I spoke to licensee designee Suzie Staley. Ms. Staley stated she received a call around 5:50p.m. that a child was missing from the Bright Futures program at Holmes Elementary. Ms. Staley stated she arrived at the center 15 minutes later. When she arrived Ms. Cochran was there with CCSM 1 and Child B. Child A's Parents were out along with CCSM 2 and CCSM 3 looking for Child A. When they came back to the center, she realized that no one contacted the police, she told Child A's Father that the police needed to be called and she then called 911. The police arrived within five minutes of being called. Two cars came to the center, and car went into the neighborhood to search for Child A. Child A was found on the corner of Fall River and Rambling Road, she went with the parents to meet the police and retrieve Child A. When they found him, he was fine and had toys in his hands.

During the onsite inspection I interviewed CCSM 2. CCSM 2 stated she was working on March 16, 2023, when Child A went missing. CCSM 2 stated there is always a lot going on at the end of the day. They were wrapping things up and transitioning from clubs, to snack, and dismissal. CCSM 2 stated when she realized that Child A was not in the classroom, she called over the walkie talkie to ask Ms. Cochran if Child A was picked up. CCSM 3 was told no, and she began looking for Child A. CCSM 3 stated that Child A is a quiet child and sometimes wanders. She was not watching the door and did not see him leave out of the classroom, she went on to say she was concentrating on other children in the room at the time he must have left.

During the onsite inspection on April 12, 2023, I interviewed CCSM 3. CCSM 3 stated she was working on March 16, 2023, when Child A went missing. CCSM 3 stated that Child B (Child A's Brother) came up to her and said that he didn't see Child A and didn't know where he was. CCSM 3 stated that she and Child B checked the gym to see if he was in there and then started walking around the school to see if they saw him. At approximately 6:30p.m. Child A's Stepmother arrived to pick Child A and Child B up, they informed her they couldn't find Child A. Child A's Stepmother went to get Child A's Father and they all started searching the neighborhood for Child A. CCSM 3 stated Child A was missing a little over an hour before the police found him. CCSM 3 stated that transition times are hard, because the children argue, and they are constantly deescalating situations.

During the onsite inspection Ms. Staley, Mr. Spotts and I walked from the school to where Child A was found. Child A exited the Bright Futures classroom and walked through two double doors to exit the building. The distance from the classroom to the outside of the exit door is 58 ft. We then walked the pathway Child A would have needed to walk to get to Fall River and Rambling Road. There is a walking path from the school to the street. To get to Fall River and Rambling Road, Child A crossed two streets and walked approximately 932 ft. from the exit of the school. Ms. Staley and Mr. Spotts explained that on the days that Child A does not attend Bright Futures he walks home from school with his brother. Where Child A was found is approximately two blocks up from his home.

During the onsite inspection on April 12, 2023, I conducted an exit conference with Mr. Spotts and Ms. Staley. We discussed the findings of the investigation and discussed strategies to assist the child care staff members. I noted that during the onsite inspection I observed multiple children leaving out of the classroom without permission and refusing to go back inside when asked to return to the classroom. I also noted that when children asked to get water, they were bypassing the water fountain in the hallway and leaving the hallway to go to a different water fountain around the corner. We discussed having jugs of water in the classroom and cups or water bottles for the children to drink from to discourage them from leaving the classroom for water. We also discussed additional training from the child care staff members on appropriate supervision. We discussed revising the discipline policy to include clear rules regarding children leaving the classroom without permission.

On April 14, 2023, I called Child A's Father to discuss the complaint. Child A's Father stated that there is no way his son should have been able to leave the program without an adult seeing him leave. Child A's Father expressed to the child care staff members that this incident makes him fearful not only for his son, but the rest of the children in the program and he hopes that they take this seriously and that nothing ever happens like this again, because his son could have been lost forever and he would hate for this to happen to another child.

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:	The child care staff members did not provide appropriate care and supervision of Child A. On March 16, 2023, Child A left the after school child care program at 6:07p.m. and was unsupervised over an hour before he was found in the residential neighborhood by the police at approximately 7:23p.m.
CONCLUSION:	VIOLATION ESTABLISHED

Additional Findings

INVESTIGATION: On March 24, 2023, I received a phone call from Will Spotts licensee designee. During the phone call Mr. Spotts stated that he wanted to follow up on an incident that occurred at the Holmes Elementary School Bright Futures program on March 16, 2023. Mr. Spotts stated that Child A was lost and he wanted to know what additional steps he needed to take for licensing. I informed Mr. Spotts that he should have informed the department within 24 hours of the incident occurring and sent a written incident report within 72 hours. Mr. Spotts stated that he left a message on the night of the incident, March 16, 2023, stating that he wanted to talk to me about an incident, however he did not specify that a child was lost. He was unaware that he needed to send the written incident report within 72 hours. We discussed that the program was closed today, March 24, 2023, and would be closed the following week for Spring Break. I informed Mr. Spotts that I would be opening a special investigation and would speak to the Child Care Staff Members when they returned from Spring Break.

APPLICABLE RULE	
R 400.8158	Incident, accident, injury, illness, death, fire reporting.
	(2) A licensee, licensee designee, or program director shall report to the child's parent and the department, directly or via phone, fax, or email, within 24 hours of the occurrence of any of the following: (a) A child is lost or left unsupervised.

ANALYSIS:	The licensee designee did not inform the department within 24 hours that a child had been lost.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.8158	Incident, accident, injury, illness, death, fire reporting.
	(4) A licensee, licensee designee, or program director shall submit a written report to the department of the occurrences outlined in subrules (1), (2), and (3) of this rule, in a format provided by the department, within 72 hours of the verbal report to the department.
ANALYSIS:	A written incident report was not received within 72 hours of the incident on March 16, 2023. The licensee designee submitted a written incident report on March 24, 2023.
CONCLUSION:	VIOLATION ESTABLISHED

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend a 1st provisional license be issued to this childcare center.

Kimberly Brown

04/18/2023

Kimberly Brown
Licensing Consultant

Date

Approved By:

Darlese McConnell

04/18/2023

Darlese McConnell
Area Manager

Date