



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 8, 2023

Joann Potter
7121 104th Ave.
Zeeland, MI 49464

RE: License #: DF700267119
RE: SI LOG #:

Joann Potter
7121 104th Ave.
Zeeland, MI 49464

Dear Ms. Potter:

This letter is to advise you that the 06/06/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
1945(4)	Ms. Potter did not complete any fire drills for the 2021 and 2022 calendar years.	I will complete fire drills quarterly each year and document them.	Immediately and ongoing.
1945(5)	Ms. Potter did not complete any tornado drills for the 2021 and 2022 calendar years.	I will complete 2 tornado drills between the months of March and November and document them.	Immediately and ongoing.

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Bush".

Lisa Bush, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 558-0326