



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 21, 2023

Sharday Williams  
312 N. Cass Street  
Berrien Springs, MI 49103

RE: License #: DG110402131  
**Sharday Williams**  
**312 N. Cass Street**  
**Berrien Springs, MI 49103**

Dear Sharday Williams:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 08/21/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

The violations that were found are:

**R 400.1907**      **Child's records.**

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

Child information cards and child in care statements are not being updated annually.

**R 400.1923**      **Diapering and toilet learning.**

(2) The designated changing area must comply with all of the following:

(a) Be used exclusively for changing wet or soiled diapers or underwear.

The diaper changing area does not have a container that is lined with a tight fitting lid.

**R 400.1944            Smoke detectors; fire extinguishers.**

(1) Operable smoke detectors approved by a nationally recognized testing laboratory must be installed and maintained on each floor of the home, including the basement, and in all sleeping areas and bedrooms used by children in care.

A smoke detector in one sleeping area is not functioning.

**R 400.1945            Emergency; plan; drill.**

(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

- (a) Fire evacuation.
- (b) Tornado watches and warnings.
- (c) Serious accident or injury.
- (d) Water emergencies, if applicable.
- (e) Crisis management including, but not limited to, all of

the following:

- (i) Intruders.
- (ii) Active shooters.
- (iii) Bomb threats.
- (iv) Other man- or woman-caused events.

Emergency plans are not posted in entirety.

**R 400.1945            Emergency; plan; drill.**

(2) The written plan must include all of the following:

- (a) A plan for evacuation.
- (b) A plan for safely moving children to a relocation site.
- (c) A plan for shelter-in-place.
- (d) A plan for lockdown.
- (e) A plan for contacting parents and reuniting families.
- (f) A plan for continuing operations during or after a disaster.

(g) A plan for how infants and toddlers will be accommodated in all types of emergencies.

(h) A plan for how children with special needs will be accommodated in all types of emergencies.

(i) A plan for how children with chronic medical conditions will be accommodated in all types of emergencies.

Emergency plans are not posted in entirety.

On 08/21/2023, you gave us an acceptable written corrective action plan.

<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,



Tiara McKay, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
PO Box 30837  
Lansing, MI 48909  
(269) 615-5758