



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 28, 2023

Gaynelle Duncan  
1021 Leroy Street  
Boyne City, MI 49712

RE: License #                    DG150243139  
**Gaynelle Duncan**  
**1021 Leroy Street**  
**Boyne City, MI 49712**

Dear Ms. Duncan:

This letter is a follow-up to the on-site inspection conducted at your home on 03/28/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

**Technical Assistance and Consultation were provided on the following:**

- I provided guidance on reoccurring presence at the home. Please ensure any individual having a reoccurring presence at the child care has a background check completed through the Child Care Background Check (CCBC) website.
- Please make sure Karianne Duncan's updated medical clearance is on file.

As a result of the inspection, I did not find any rule or law violations.

You can find a copy of this confirming letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when confirming 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,

A handwritten signature in black ink that reads "Codie Mayhew". The signature is written in a cursive, slightly slanted style.

Codie Mayhew, Licensing Consultant  
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