



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

5/13/2024

Zina Coleman
555 E. Madison,
Pontiac, MI, 48340

License Number: DG630261881
Special Investigation Number: SI-00117714

Dear Zina Coleman,

I conducted a special investigation because the child care licensing bureau received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

Rule/Law Number	Rule Description
R 400.1904a(4)	A child care staff member shall conduct himself or herself in a manner that is conducive to the welfare of children and be able to meet the needs of children and provide for their care, supervision, and protection.
R 400.1932(1)	The structure, premises, and furnishings of a child care home must be in good repair and maintained in a clean, safe, and comfortable condition.
R 400.1902(3)(c)	Act in a manner that is conducive to the welfare of children.

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

- I interviewed: Zina Coleman (licensee), CCSM-2, and the complainant.
- I completed on-site inspections on the following dates: Attempted on 12/21/2023 and 01/04/2024. Completed on-site inspection on 01/10/2024.

As a result of this investigation, I recommend no change to the current license status. I did not find any violations. The special investigation report is attached.

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 this report for accuracy and contact your consultant, Jennifer Koluch at (248) 904-7629 or koluchj@michigan.gov. In the event that Jennifer Koluch is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Jennifer Koluch, Licensing Consultant

Enclosure

**MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
CHILD CARE LICENSING**

Report Type: Special Investigation Report

Date of Report: 5/13/2024

Special Investigation Number	Complaint/Incident Receipt Date
SI-00117714	12/14/2023
Investigation Initiation Date	Report Due Date
1/16/2024	3/16/2024
License Number	Licensee Name(s)
DG630261881	Zina Coleman
Capacity	Facility Name
14	Zina Coleman
Program Type	Mailing Address
Group Home	555 E. Madison, Pontiac, MI, 48340
Facility Address	Facility Email Address
555 E Madison Avenue, Pontiac, MI, 48340	info@sunshineearlylearning.com
Facility Phone Number	License Status:
(248)334-0142	Regular
Original License Issuance Date	License Expiration Date:
11/5/2003	11/5/2024
License Effective Date:	
11/6/2022	

ALLEGATION(S)

	Violation Established?
On an unknown date, Child Care Staff Member (CCSM)-1 smelled of alcohol while walking into the child care home.	No
The child care home has fire hazards due to clutter and items blocking the exits.	No
Zina Coleman yells at the CCSM's and the children, often causing them to cry.	No

METHODOLOGY

Date	Activity
12/20/2023	Intake Complaint Assigned
12/21/2023	On-site attempted but facility was closed
12/21/2023	Special Investigation Initiated-spoke with complainant via telephone

01/04/2024	On-site attempted but facility was closed
01/09/2024	Placed call to Zina Coleman and scheduled an on-site inspection for 01/10/2024
01/10/2024	On-site Inspection from 10:00am-10:45am. Interviewed Zina Coleman, and CCSM-2
01/10/2024	Placed call to CCSM-1 but was unable to leave a voicemail
1/16/2024	Special Investigation Case Created SI-00117714
05/08/2024	Exit Conference-Reviewed findings with Zina Coleman (licensee)
05/08/2024	Inspection completed-full compliance

ALLEGATION: On an unknown date, CCSM-1 smelled of alcohol while walking into the child care home.

INVESTIGATION: On 12/21/2023, I spoke with the complainant via telephone. The complainant stated that sometime in the beginning of December while she was walking into the child care home, she passed CCSM-1 walking up the front steps. CCSM-1 was carrying a black bag full of something and a bag of ice. When CCSM-1 got close enough, the complainant smelled alcohol on CCSM-1. The complainant denied that she has ever smelled alcohol on any other CCSM's or seen a CCSM under the influence. At the time, CCSM-1 was walking into the home but was not caring for any children.

Two unsuccessful on-site attempts were made on 12/21/2023 and 01/04/2024. I placed a call to Zina Coleman on 01/09/2024 and scheduled an on-site inspection for 01/10/2024.

On 01/10/2024, I conducted an announced on-site inspection. I interviewed Zina Coleman (licensee), and CCSM-2. CCSM-1 was not on-site at the time of the inspection and is no longer working at the child care home.

Ms. Coleman stated that CCSM-1 has never come to the child care home under the influence of alcohol or any other substance. Ms. Coleman stated that she has never received complaints regarding CCSM-1 in the past and indicated that CCSM-1 recently left employment on good terms. Ms. Coleman claimed that there is a parent that is very upset regarding her decision to close for two weeks over the holidays. This parent has been complaining and blaming her for not being able to find alternative care for her children.

CCSM-2 denied ever seeing CCSM-1 come to work under the influence or smelling alcohol on CCSM-1.

On 01/10/2024 I placed a call to CCSM-1 but was unable to leave a voicemail.

RULE/STATUTORY VIOLATIONS:

APPLICABLE RULES	
R 400.1904a(4)	A child care staff member shall conduct himself or herself in a manner that is conducive to the welfare of children and be able to meet the needs of children and provide for their care, supervision, and protection.
ANALYSIS:	CCSM-1 conducted herself in a manner that is conducive to the welfare of children. There is no evidence that CCSM-1 cared for children while she was under the influence of alcohol
CONCLUSION:	VIOLATION NOT ESTABLISHED

ALLEGATION: The child care home has fire hazards due to clutter and items blocking the exits.

INVESTIGATION: On 12/21/2024, the complainant stated that when she drops off her child, she can barely walk into the front door due to all the clutter. The complainant said that the home is full of junk and smells like dead animals and dirty diapers. The complainant indicated that the home has been in this condition since the day she started at the child care home.

During the on-site inspection on 01/10/2024, the home was found to be appropriate. None of the exits were blocked with items and all the rooms were free of clutter. The child care home smelled clean and appeared to be well maintained.

Ms. Coleman stated that she lives upstairs and uses the first floor and basement for child care purposes. Ms. Coleman stated that she and the CCSM's clean daily and never allow the child care space to be cluttered.

CCSM-2 indicated that they clean the child care space daily and do the majority of the cleaning while the children sleep. I was able to view the 3-step sanitizing bottles located in the child care space as well as other cleaning supplies.

RULE/STATUTORY VIOLATIONS:

APPLICABLE RULES	
R 400.1932(1)	The structure, premises, and furnishings of a child care home must be in good repair and maintained in a clean, safe, and comfortable condition.

ANALYSIS:	The child care home and its furnishings are in good repair and are maintained in a clean, safe, and comfortable condition. On 01/10/2024, the home was observed to be clean and no clutter or hazards were observed.
CONCLUSION:	VIOLATION NOT ESTABLISHED

ALLEGATION: Zina Coleman yells at the CCSM's and the children, often causing them to cry.


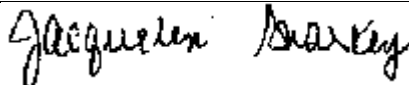
INVESTIGATION: The complainant stated that she hears Ms. Coleman yell at CCSM-1 and CCSM-2 while dropping off or picking up her child. The complainant indicated that the children are often crying in the home, and she believes that is because Ms. Coleman is always yelling.

Ms. Coleman denied yelling at any of the CCSM's or children in the home. Ms. Coleman stated that she would never yell at the children, and she has no idea why anyone would claim to have heard her yelling.

CCSM-2 denied getting yelled at by Ms. Coleman or hearing her yell at CCSM-1. CCSM-2 stated that Ms. Coleman loves the children and is very patient and caring towards the children in care.

RULE/STATUTORY VIOLATIONS:

APPLICABLE RULES	
R 400.8125(1)	All staff and volunteers shall provide appropriate care and supervision of children at all times.
ANALYSIS:	Zina Coleman provides appropriate care and supervision of children at all times. Ms. Coleman does not yell at CCSM's or children in care.
CONCLUSION:	VIOLATION NOT ESTABLISHED

Approved By:	
	

Jennifer Koluch Consultant	Date 05/13/2024	Jacquelin Sharkey Area Manager	5/14/2024 Date