



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

September 12, 2023

Connie Mccoy  
1709 Main St  
Minden City, MI 48456

RE: License #: DG760388976  
**Connie McCoy**  
**1709 Main St**  
**Minden City, MI 48456**

Dear Ms. Mccoy:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 09/12/2023. 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.**

(3) Dated daily attendance records of children in care must be maintained and include the child's first and last name and the time of arrival and departure. Electronic records may be used. If electronic records are used, they must be available to the department at the time of the inspection. If electronic attendance records are not available during an on-site inspection, the child care home is in violation of this rule.

At the time of the inspection, Ms. McCoy wasn't recording CCSM1 attendance when she worked. She indicated that she forgot this rule and would start adding her immediately to the children's attendance log so she would not forget.

**REPEAT VIOLATION ESTABLISHED**  
**Interim Report dated 06/21/2022**  
**Corrective Action Plan dated 06/21/2022**

**R 400.1945**

**Emergency; plan; drill.**

(4) Fire drills must be practiced while children are in care at least once quarterly, and a written record that includes the date and time it takes to evacuate must be maintained.

At the time of the inspection, Ms. McCoy missed a quarterly fire drill during the second quarter of 2023. I provided her with a new fire drill form showing the quarterly requirements. She agreed to follow the new form and to complete them as required.

Violations were identified at the time of the inspection. You have provided an acceptable written corrective action plan.

<b>During calendar year 2023:</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>

Violations were identified at the time of the inspection. You have provided an acceptable written corrective action plan.

During the inspection, I provided Ms. McCoy, technical assistance and consultation on the following rules:

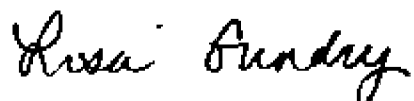
- The posted product safety recall list was outdated from 2022. I emailed her the latest version,
- Maintaining 4 feet of clear space around the furnace (follow-up pic sent same day)
- Mounting the kitchen fire extinguisher

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,

A handwritten signature in black ink that reads "Lisa Gundry". The signature is written in a cursive, flowing style.

Lisa Gundry, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
PO Box 30664  
Lansing, MI 48909-8164  
(810) 931-1220