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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

June 26, 2025

Lauren Wright
Detroit Parks and Recreation
115 Erskine St.
Detroit, MI 48201

RE: Application #: CD820418589 and SD820418590
Northwest Activities Center Outdoor Camp
18100 Meyers Rd.
Detroit, MI 48235

Dear Ms. Wright

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
616-901-3730

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD820418589	Northwest Activities Center Outdoor Camp		5/29/24		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
313-740-9510	18100 Meyers Rd.		Detroit	MI	48235
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**	**State**	**Zip**
SD820418590	Northwest Activities Center	18100 Meyers Rd.	Detroit	MI	48235
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
616-578-7500	Lauren Wright		Lauren.Wright@detroitmi.gov		

Is the PROGRAM applicant the same as SITE Applicant/Licensee?
☒ Yes ☐ No

Terms: Gender: Both From Age: 5 To Age: 12 Capacity: 65

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp

Camp SITE Type
☒ Day Site ☐ Residential Site

METHODOLOGY

05/29/2024	Enrollment
6/12/2024	Application Incomplete letter sent: Fee and Livescan/Licensing Record Clearance
8/13/2024	Inspection Completed - Onsite
8/13/2024	Inspection in Sub-Compliance
8/13/2024	Corrective Action Plan Received
9/06/2024	Fee Received
1/09/2024	PSOR Check Completed
1/09/2025	Corrective Action Plan Approved
1/09/2025	Recommend License Issuance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☒ Acreage: 2 acres	☒ Water Supply: Public	☒ Sewage: Public	Bodies of Water: ☐ Lake(s) ☐ River(s) ☐ Pond(s) ☐ Pool(s)		☒ Other: community center/park	
Indoor	Sleeping ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	Dining ☐ Dining Hall ☒ Outdoor	Health Area ☐ Center ☒ Office ☒ Isolation	Activity Area(s) ☒ Classrooms ☐ Craft Rooms ☒ Gym ☒ Multipurpose ☐ Indoor pool(s)	Bathroom(s) ☒ Indoor ☐ Portable ☐ Accessible	Fire Safety: QFI N/A	Env. Health: EHI: N/A
High Adventure	Aquatics ☒ Swimming ☐ Sailing ☐ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	Target ☒ Archery ☐ Riflery ☐ Other:	Trail Sport ☐ Biking ☐ Horseback ☐ Go Carts ☐ Other:	Adventure ☐ Low Obstacle ☐ High Ropes ☐ Rappelling ☐ Climbing ☐ Zipline ☐ Gymnastics	Travel ☒ Day Trips ☐ Overnight Off-site	Other: ☐ ☐ Winter Sports: ☐ ☐	

Findings: This day campsite facility is located at the Northwest Activities Community Center in the city of Detroit. The day campsite shares space with a community center. The indoor space includes designated camp classroom spaces titled #1 (40ftx19ft) and #2 (34ft x 22ft). The indoor environment includes access to the main gymnasium and a smaller gymnasium (75ft x22ft), and an indoor pool. The campers have access to indoor bathrooms with sufficient sinks/stalls for camper capacity. The outdoor space includes 2 acres of open fields, a playground with ground cover, a veranda, a walking track, and picnic tables. This campsite meets applicability for a children's day campsite.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: The daycamp schedule operates Monday through Friday from 8:00-5:00pm , for eight weeks during the summer months.
Staffing	Adult Staff to Camper Ratio: at least 1 adult to 10 campers.
Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: This day campsite provides care and supervision in the natural environment for at least 51% or more of the time for children between the ages of 5 to 12 years old. The camp staff are trained in supervision, child protection, camp operations, and behavior management. The camp has procedures for emergencies and inclement weather.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be compliant with statute and administrative rule except the following:

R 400.11109(7)	**Staff.**
	(7) A camp shall maintain a personnel record, collected before initial assignment, for each staff member, except medical professionals whose employing organization subcontracts with the camp to provide medical services and that already requires clearances and maintains a personnel file containing all required documentation and that may be reviewed at the employer's site. The record shall include all of the following information: **(e) A record of any criminal convictions other than minor traffic violations, including at least 1 of the following:** **(i) Documentation from the Michigan State Police or the equivalent law enforcement agency from the state, Canadian province, or other country where the person usually resides.**
Findings: Not all records reviewed had criminal history check complete. A corrective action plan was submitted and approved.	
R400.111125	**Staff health requirement**
	(1)A camp shall maintain a health history statement for each staff member. A camp shall maintain and safeguard any health information received in a manner consistent with the confidentiality requirements of 1973 PA 116 for children and their families and 1979 PA 218 for adult foster care residents.
Findings: Not all staff had a health history statement on file. A corrective action plan was submitted and approved.	

RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM licenses to this day children's camp.

James Vanden Heuvel	James Vanden Heuvel	6/26/2025
Consultant's Signature	Printed Name/Licensing Consultant	Date

D. S. Ramsey	Deondra S. Ramsey	6/26/2025
Approved By:	Printed Name/ Manager	Date

Commented [JV1]: @Ramsey, Deondra (MiLEAP)

Commented [JV2R2]: Please review/sign

MiLEAP is an equal opportunity employer/program.