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

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

Michelle Dugan
Water's Edge
4100 N. Center Dr.
Howell, MI 48855

10/20/25

RE: License #: CR470200730
Investigation #: 2025C0122001
Water's Edge

Dear Michelle Dugan:

Attached is the Special Investigation Report for the above-mentioned facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan was received on 10/20/25 and approved. The plan included the submission of livescan fingerprinting documents.

Please review the enclosed documentation for accuracy and contact me with any questions. If I am not available and you need to speak to someone immediately, please contact the licensing unit at 833-665-8116.

Sincerely,

Samuel a Love

Sam Love, Licensing Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48909
Enclosure

MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
CAMP LICENSING UNIT
SPECIAL INVESTIGATION REPORT

I. IDENTIFYING INFORMATION

License #:	CR470200730
Investigation #:	2025C0122001
Complaint Receipt Date:	7/28/2025
Investigation Initiation Date:	7/28/2025
Report Due Date:	9/28/2025
Licensee Name:	Eastern Michigan District Church of the Nazarene
Licensee Address:	400 N. Center Dr. Howell, MI 48855
Licensee Telephone #:	734-777-1516
Administrator:	Michelle Dugan
Name of Camp:	Water's Edge
Camp Address:	400 N. Center Dr. Howell, MI 48855
Camp Telephone #:	517-546-9683
License Status:	Regular
Effective Date:	8/4/2023
Expiration Date:	8/3/2025
Capacity:	225
Camp License Type:	Residential

II. ALLEGATION(S)

	Violation Established?
The camp did not determine the suitability of a staff person prior to an assignment.	No
Additional Findings	Yes

III. METHODOLOGY

7/28/25	Special Investigation Intake
7/28/35	Special Investigation Initiated- Telephone
7/30/25	Contact -Telephone call Received
8/1/25	Contact-Telephone call made
8/6/25	Contact-Document Received
8/12/25	Contact-Telephone call made
8/15/25	Contact- Document Sent
8/15/25	Contact-Document Received
09/16/25	Inspection Completed-Sub Compliance
10/20/25	Corrective Action Plan - Received
10/20/25	Exit Conference by Telephone with camp administrator, Joy Ward.

IV. INVESTIGATION AND FINDINGS

ALLEGATION:

The camp did not determine the suitability of a staff person prior to an assignment.

INVESTIGATION:

On 7/28/2025, the department received a referred complaint from Michigan Department of Health and Human Services (MDHHS) Centralized Intake alleging Staff Member 1 (SM1) kissed Staff Member 2 (SM2) multiple times without their consent in June 2023. The complaint was also transferred to Law Enforcement for investigation. The complaint alleged on 6/27/2023 and 6/29/2023, while SM1 and

SM2 were both working at the camp, SM1 kissed SM2 multiple times without their consistent. SM1 was fired from the camp. The complaint also referenced an unknown date when SM1 was a minor child who allegedly sexually touched Person 3 (P3), who was also a minor child at some point while attending the camp.

On 7/28/2025, I left a message with camp director, Michelle Dugan requesting a call back to discuss an intake that was received. Then, on 7/30/2025, I interviewed Ms. Dugan by telephone about the allegations that were made and requesting personnel information about those indicated in the complaint. She informed me that SM1 and SM2 were both at the camp as employees. SM1 was fired as a result. Ms. Dugan explained that SM1 owned a home on the property and was forced to sell the property and banned from coming back to the property.

On 8/1/2025, I called Ms. Dugan again requesting personnel documents. Those documents were received on 8/6/2025. The documents included campers to ascertain if any involved in the allegation attended camp together. There is no evidence that SM1 attended as a camper with anyone named in the allegation.

On 8/11/2025, more personnel documents were received of SM1 and SM2. The documents showed that the camp did all the required paperwork for SM1 including collecting 3 references, conducting a criminal background check and Central Registry check. In addition, the camp requires that all staff, including SM1, to complete a Sexual Abuse Awareness training. The documents also contained a copy of the report to DHS as a result of the 2023 incident. Ms. Dugan reiterated that because of the 2023 incident with SM2, SM1 had been fired from their role as a specialized staff member and forced to sell their house that was on the camp property and no longer allowed onto property anymore.

On 8/12/2025, I called Ms. Dugan to ask if there were any police contact after the recent allegations came out. She said “no”. Finally, on 8/15/2025, a FOIA request for any police reports involving SM1 and SM2 was requested. To date of this report, I have not received a copy of the police report.

APPLICABLE RULE	
RULE 400.11109	**Staff**
	(6) Before assignment, a camp shall evaluate all of the following characteristics for each staff member in relation to the duties to be assigned: (a) Character. (b) Emotional stability. (c) Health. (d) Ability. (e) Experience. (f) Education.

ANALYSIS:	Interviews and records reveal the camp has a process for determining suitability for staff members by collecting application, references, and background checks. In addition, the requires additional training for sexual abuse awareness.
CONCLUSION:	**VIOLATION NOT ESTABLISHED**

Additional Findings

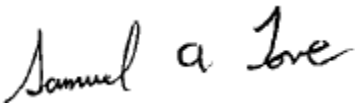
I reviewed the Bureau Information Tracking System (BITS) for the camp director, Michelle Dugan's Livescan Fingerprint and Licensing Record Clearance form (RI030/BCAL 1326). The record revealed that Ms. Dugan was not affiliated with the license and did not have the required forms on record with the department.

APPLICABLE RULE	
MCL 722.115c	**Applicant for Child Care Organization License; criminal history check; requirements; fee; renewal.**
	(2) Each person applying for a license to operate a child care organization must give written consent at the time of the license application for the department of state police to conduct the criminal history check required under this section. The department shall require the person to submit his or her fingerprints to the department of state police and the Federal Bureau of Investigation for the criminal history check described in subsection (1).
ANALYSIS:	Records reveal the applicant does not have 1326/RI030 on file with the department and has not completed the Livescan fingerprint as required by statute.
CONCLUSION:	**VIOLATION ESTABLISHED**

On 10/20/2025, Lead licensing consultant, James Vanden Heuvel conducted an exit conference with camp administrator, Joy Ward and camp director, Michelle Dugan. He reviewed the findings of this report. Ms. Dugan stated they have submitted a written corrective action plan addressing the livescan fingerprinting for herself and Ms. Ward. A copy of the written corrective action plan was forwarded along with the 1326/RI030 forms to Mr. Vanden Heuvel for processing.

V. RECOMMENDATION

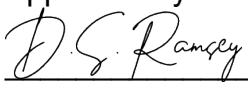
A written corrective action plan was submitted on 9/30/25 and approved on 10/20/25. I recommend no change in licensing status.



10/20/2025

Samuel Love — Date
Licensing Consultant

Approved By:



10/20/2025

Deondra Ramsey, Manager — Date
Out-of-School Time Learning and Camp Licensing