GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 23, 2021

Christopher Cox
E Root Fitch Foundation
PO Box 502
Dowagiac, MI 49047

RE: Application #: CD140407963 and SD140407962
E Root Fitch Memorial Camp
50600 Grove Road
Dowagiac, MI 49047

Dear Mr. Cox:

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, an original license is 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 Office Support, at (616) 356-0101.

Sincerely,

Jarrah Buch-Price

Jarrah Buch-Price, Licensing Consultant
Bureau of Community and Health Systems
350 Ottawa NW, 7th Floor
Grand Rapids MI 49503
(269) 615-6200
buchj@michigan.gov

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS**
**BUREAU OF COMMUNITY AND HEALTH SYSTEMS**
**LICENSING STUDY REPORT**

## I. IDENTIFYING INFORMATION

| | |
|---|---|
| **License Number:** | CD140407963 |
| **Applicant Name:** | E Root Fitch Foundation |
| **Applicant Address:** | PO Box 502<br>Dowagiac, MI 49047 |
| **Applicant Telephone #:** | (269) 782-9895 |
| **Administrator/Licensee Designee:** | Christopher Cox |
| **Name of Camp:** | E Root Fitch Memorial Camp |
| **Name of Site:** | E Root Fitch Memorial Camp |
| **Site Number:** | SD140407962 |
| **Site Address:** | 50600 Grove Road<br>Dowagiac, MI 49047 |
| **Telephone #:** | (269) 424-5457 |
| **Application Date:** | 03/25/2021 |

| Program Type | Gender | Capacity | From Age | Thru Age |
|---|---|---|---|---|
| Child Camp - Day | BOTH | 100 | 7 | 11 |

## II. METHODOLOGY

| | |
|---|---|
| 03/25/2021 | Enrollment |
| 04/07/2021 | Application Incomplete Letter Sent<br>Fee and 1326/Fingerprint/RI-030. |
| 04/07/2021 | File Transferred to Field Office<br>To J VandenHeuvel. |
| 04/16/2021 | Contact - Document Received<br>Fee received. |
| 04/19/2021 | Contact - Document Received<br>1326/Fingerprint/RI-030 received. |
| 04/20/2021 | Contact - Document Sent<br>Incomplete field letter sent requesting policies. |
| 04/26/2021 | Contact – Document Received<br>Policies received for review. |
| 05/19/2021 | Inspection Completed On-site |
| 05/26/2021 | Inspection Completed – Environmental Health: A |
| 05/28/2021 | Contact - Document Sent<br>Written policy review sent with technical assistance. |
| 06/07/2021 | Contact – Document Received<br>Updated policies received. |
| 06/09/2021 | Contact - Document Sent<br>Written policy review sent with technical assistance. |
| 06/10/2021 | Contact – Document Received<br>Updated policies received. |
| 06/11/2021 | Contact - Document Sent<br>Written policy review sent with technical assistance. |
| 06/22/2021 | Contact – Document Received<br>Updated policies received. |
| 06/23/2021 | Contact - Document Sent<br>Written policy review sent – policies approved. |
| 06/23/2021 | Inspection Completed-BCAL Full Compliance |
| 06/23/2021 | Recommend License Issuance |

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Site Description

E Root Fitch Memorial Day Camp is located along the shores of Cable Lake in Dowagiac, within Cass County. The facility includes a large dining hall, bathrooms, sports field, waterfront, hiking trails and green space. The site meets compliance with licensing rules.

### B. Program Description

The day camp includes a variety of age-appropriate activities for campers between the ages of seven and 11 during the hours of 9:00am-3:00pm Monday through Thursday. Campers participate in swimming, arts and crafts, sports, canoeing, fishing, and group games. The campers are arranged into age specific groups and supervised by adult staff. All staff are trained in proper supervisor, behavior management, child protection, and program development for age groups. Plans for emergencies, rain and regular camp operations meet licensing rule compliance.

### C. Rule/Statutory Violations

The camp program and site were found to be compliant with applicable rules and statutes

## IV. RECOMMENDATION

I recommend issuance of an original license to this children's day camp.

Jarrah Buch-Price

Jarrah Buch-Price
Licensing Consultant

6/23/21
Date

Approved By:

Russell Misiak

Russell B. Misiak
Area Manager

6/23/21
Date