GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 16, 2023

Jeff Knoll
Michindoh Conference Center
4545 E. Bacon Rd.
Hillsdale, MI 49242

RE: License #: SR300295708
Michindoh Conference Center
4545 E. Bacon Rd.
Hillsdale, MI 49242

Dear Mr. Knoll:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

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 Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503

enclosure

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT

I. IDENTIFYING INFORMATION

License #:	SR300295708
Licensee Name:	Michindoh Conference Center
Licensee Address:	4545 E. Bacon Rd. Hillsdale, MI 49242
Licensee Telephone #:	(517) 523-3616
Administrator/Licensee Designee:	Jeffrey Knoll
Name of Facility:	Michindoh Conference Center
Facility Address:	4545 E. Bacon Rd. Hillsdale, MI 49242
Facility Telephone #:	(517) 523-3616
Capacity:	1000
Program Type:	CAMP SITE - RESIDENTIAL

II. Purpose of Addendum

The department received a request for modification of capacity for the campsite.

III. Methodology

02/16/23	Inspection Completed On-Site
02/22/23	Contact Document-Received Received modification to capacity terms of the license.
03/3/23	Contact Document-Received Received updated QFI addendum.

IV. Description of Findings and Conclusions

On 2/16/23, I met with Michindoh executive director, Mr. Knoll at Michindoh Conference Center. Mr. Knoll advised the capacity of the campsite license did not reflect the full capacity of the approved camper spaces at the facility. Mr. Knoll stated the QFI has inspected additional camper use areas over the years, the department has completed plan reviews, and the facility is compliant with fire safety and environmental health administrative rules for areas that exceed the license capacity. Mr. Knoll stated the license capacity should reflect accurately the approved capacity. Mr. Knoll requested a modification of the campsite capacity to reflect the approved space.

Mr. Knoll stated he will contact the qualified fire safety inspector, Tavis Millerov to provide an addendum to the inspection report dated 8/23/22 outlining specifically the approved buildings.

Mr. Knoll provided a tour of the facility to look at the various approved spaces.

On 3/3/23, The department received a written request for modification of capacity terms. Included with the modification request was an updated QFI report including the addendum of the spaces inspected on 8/23/22 by Mr. Millerov. The addendum listed the following spaces: Merillat Lodge, Grand Pavillion, Hickory Hills (201-212), Hickory Hills (213-214), Health Center, Cedar Ridge 301-302, Cedar Ridge 303-304, Cedar Ridge 305-306, Cedar Ridge 307-308, Cedar Ridge 381-382, Cedar Ridge Gym, Cedar Ridge Nature Center, Harmony Springs 401-417, Harmony Springs Bath House, Webb Chapel, Pine Ridge 501-516, Maplewood 700-710, Maplewood 730-738, Maplewood 740-741, and Dietzman Ministry Center. Additionally, the report referenced tee pees. The QFI report had an “A” Rating with all noted non-compliance areas corrected.

I reviewed the Environmental Health Inspection (EHI) dated 7/12/22. The EHI completed by health sanitarian James Young from Branch-Hillsdale-St. Joseph Community Health Agency found the facility with an “A” rating and in substantial compliance with applicable rules.

I reviewed the modification request letter by Mr. Knoll. The modification request letter read in part “the current capacity on our camp site license only reflects the capacity of our own licensed camps. When the camp license was split into two licenses, Michindoh Conference Center began the process of having all facilities that would be occupied by youth inspected by both the local health department and QFI, as instructed in our 2009 site license application instructions. However, we did not understand that we needed to request a site license capacity modification in order for that capacity to be applicable to our site license.” Mr. Knoll provided the QFI -addendum to support the request. In addition, Mr. Knoll provided an excel spreadsheet listing the spaces and occupancy loads for the facilities. Mr. Knoll requested a capacity of 1000.

I reviewed the excel spreadsheet titled “Camp Licensing Bed Capacity”. The spreadsheet includes names and locations of buildings, number of rooms, occupancy, and total count. The buildings were grouped into areas defined as “East Campus”, “West Campus”, and “South Campus”. The occupancy total for the rooms equal 1010. The spreadsheet also included public assembly space.

V. Recommendation

I recommend the increased capacity on the campsite license from 350 to 1000.

James Vanden Heuvel 3/16/23

James Vanden Heuvel Date
Lead Licensing Consultant