



SENT VIA CERTIFIED MAIL AND REGULAR U.S. MAIL

Article NO.: 7022 3330 0000 6349 2552

May 29, 2024

Ramatou Culver
Mami's Family Childcare
4985 S 25th Street
Milwaukee, WI 53221- 2933

RE: WARNING LETTER OF NONCOMPLIANCE

**Mami's Family Childcare
Facility ID Number: 2005470**

Dear Ms. Culver:

This letter constitutes a warning to you, Ramatou Culver, regarding substantial non-compliances with Chapter 48, Wis. Stats., and/or DCF 250, Wis. Administrative Code in the operation of Mami's Family Childcare, a licensed family child care. Failure to correct these non-compliances may result in further Department action.

This warning is based on the Department's findings by Licensing Specialist Mind Sabljak during a visit to the center on May 14, 2024. The Department finds that you have failed to meet requirements for a family child care license in the following respect(s):

- 1. DCF 250.04(6)(a)1.** states the licensee shall maintain a current written record at the center on each child enrolled, including the name, address, telephone number, and relationship to the child of a person to be notified in an emergency when a parent cannot be reached immediately. Contrary to DCF 250.04(6)(a)1.e. There was incomplete parent/guardian information for child 2 and 3 on the child care enrollment form during the monitoring visit. **This rule was previously cited on 5/24/2023 and 5/23/2022.**
- 2. DCF 250.04(6)(b)** states the licensee shall maintain a current, accurate written record of the daily attendance on a form prescribed by the department that includes the actual time of arrival and departure for each child for the length of time the child is enrolled in the program. Contrary to DCF 250.04(6)(b) two children were present at the visit and not signed in on attendance form. There were two children not signed out on attendance form on May 13, 2024. **This rule was previously cited on 5/23/2022.**

3. **DCF 250.06(2)(c)** states potentially dangerous items and materials harmful to children, including power tools, flammable or combustible materials, insecticides, matches, drugs and any articles labeled hazardous to children shall be in properly marked containers and stored in areas inaccessible to children. Contrary to DCF 250.06(2)(c) there was observed cleaning supplies and an aerosol spray labeled keep out of children throughout the child care accessible to children in care. **This rule was previously cited on 5/24/23 and 5/23/22.**

4. **DCF 250.06(2)(e)** states the center's indoor and outdoor child care space shall be free of hazards including any recalled products. Contrary to DCF 250.06(2)(e) the center was not free from hazards as there was a broken chair located in the outdoor play space. There was an outdoor swing with sharp edges and rust on the metal parts. There were multiple plastic bags throughout the center accessible to children in care. **This rule was preciously cited on 5/24/23.**

A Noncompliance Statement and Correction Plan (DCF-F-CFS294) listing the code violations documented at this visit is attached and incorporated herein by reference (Attachment A).

The Department will continue to closely monitor Mami's Family Childcare to ensure that you come into compliance with the Wisconsin Statute and Administrative Code. Continued violation may result in licensing sanctions and penalties, pursuant to Wis. Stat. § 48.715, including, but not limited to, issuance of an order, assessment of forfeitures ranging from \$10 to \$1,000 per day, per violation, or actions to revoke your family child care license.

Please note that in accordance with Wis. Stat. § 48.657(2g), and Wis. Admin. Code § DCF 250.04(2)(i), the child care center shall post with the license any notice received from the Department relating to rule violations, including this warning letter. This notice must be posted in an area of the center that is visible to parents and must remain posted until the licensing specialist has verified the violations as corrected and in compliance at or before the next licensing site visit.

Please contact Licensing Specialist Mindi Sabljak at 262-446-7833 if you have questions regarding this notice.

Sincerely,



Janette Cromell, Licensing Supervisor
Bureau of Early Care Regulation
DIVISION OF EARLY CARE AND EDUCATION

Attachment – CFS 294

May 29, 2024

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cc: Randall Gasser, Regional Licensing Manager
Dominica Shaw, Initial Licensing Project Lead
Lenisa Lee, Initial Licensing Associate
Bureau of Child Care Subsidy Administration
Milwaukee Early Care Administration
4C for Children
Department of Public Instruction
Wisconsin Early Care Association
Southeastern Regional Office Staff

**INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE
NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)**

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated May 29, 2024 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
 - Do not include confidential information, including the names of children and staff.
 - Write in concise, plain English.
 - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
 - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."
2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.
3. Sign and date the form. Retain a copy for your records.
4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
 - **Email:** mindim.sabljak@wisconsin.gov or
 - **Fax:** (262) 446-7991 or
 - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
BUREAU OF EARLY CARE REGULATION
SOUTHEASTERN REGION
141 NW BARSTOW ST
ROOM 104
WAUKESHA, WI 53188

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope .

Contact me if you have any questions.

Date Correction Plan Due 6/12/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Mami's Family Childcare		Provider Number / Facility ID Number 3000589483 / 001 - 2005470		
Address - Facility (Street, City, State, Zip Code) 4985 S 25Th St Milwaukee WI 532212933		Telephone Number 414-841-1199	Date - Regulation Visit 5/14/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)1. Child Record - Enrollment Information Description: Child 2 and Child 3 had incomplete parent/guardian information. Repeat violation: Previously cited on 5/24/2023, 5/23/2022	Child 2 and Child3 Parents were informed to provide this information. Failure to do so, those children will be removed from our service.	By 06/10/2024	From 06/15/2024
2	250.04(6)(a)1.e. Child Record - Enrollment Information - Other Emergency Contact Description: Child 2 and Child 3 were missing emergency contact information. Repeat violation: Previously cited on 5/24/2023	Child 2 and Child3 Parents were informed to provide this information. Failure to do so, those children will be removed from our service.	By 06/10/2024	From 06/15/2024

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	250.04(6)(a)1.f Child Record - Enrollment Information - Medical Contact Description: Child 2 and Child 3 were missing medical contact information. Repeat violation: Previously cited on 5/24/2023	Child 2 and Child3 Parents were informed to provide this information. Failure to do so, those children will be removed from our service.	By 06/10/2024	From 06/15/2024
4	250.04(6)(a)1m. Child Record - Health History Description: Child 2 and Child 3 did not have health history forms available for review at the time of the monitoring visit. Repeat violation: Previously cited on 5/24/2023	Child 2 and Child3 Parents were informed to provide this information. Failure to do so, those children will be removed from our service.	By 06/10/2024	From 06/15/2024
5	250.04(6)(a)4m. Child Record - Immunization History Compliance Description: Child 3 did not have immunization records on file for review at the time of the monitoring visit. Repeat violation: Previously cited on 5/23/2022	Immunization records were requested from parents Failure to provide the children will be removed from Our swrvice.	By 06/10/2024	From 06/15/2024
6	250.04(6)(b) Current, Accurate Daily Attendance Record Description: There were two children present at the beginning of the monitoring visit and not signed in on the attendance. There were two children that were not signed out on attendance from May 13, 2024. Repeat violation: Previously cited on 5/23/2022	Parents will personally sign in/out of each child on the daily basis regardless of rush-time.	By 06/03/2024	From 06/03/2024

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4985 S 25Th St Milwaukee WI 532212933		414-841-1199	5/14/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
7	250.05(4)(c)4. Continuing Education - Documentation Of 12 Month Period Description: There is no documented continuing education for Staff. Provider reported, she did not have any.	The provider has completed an online training on 05/23/2023 The certificate of completion will be attached. Further continuing education will be done this year	By 07/01/2024	From 07/01/2024
8	250.055(1)(L) Procedure - Number, Names, Whereabouts Known At All Times Description: There were two children present during the monitoring visit and no children being tracked in to ensure the name, number and whereabouts are accounted for by the child care provider.	Children are being tracked in to ensure the name	By 06/03/2024	From 06/03/2024
9	250.06(2)(a) Electrical Or Hot Surface Protection Description: Exterior outlet in the playspace did not have a cover and is accessible to children in care.	Outlet cover is installed .	By 06/03/2024	From 06/03/2024
10	250.06(2)(c) Access To Materials Potentially Harmful To Children Description: There were cleaning supplies and aerosol sprays labeled <input type="checkbox"/> keep out of reach of children <input type="checkbox"/> throughout the child care, accessible to children in care. Repeat violation: Previously cited on 5/24/2023, 5/23/2022	All cleaning supplies were move to a safe and secure place.	By 06/03/2024	From 06/03/2024

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11	<p>250.06(2)(e) Potential Source Of Harm On Premises</p> <p>Description: The center was not free from hazards as there was a broken chair located in the outdoor play space. There was an outdoor swing with sharp edges and rust on the metal parts. There were multiple plastic bags throughout the center accessible to children in care.</p> <p>Repeat violation: Previously cited on 5/24/2023</p>	<p>The broken chair was removed</p> <p>The outdoor Swing was removed</p>	By 06/03/2024	From 06/03/2024
12	<p>250.06(2)(k) Deteriorating Or Toxic Paint</p> <p>Description: Deteriorating paint on the exterior deck in the outdoor play space accessible to children in care.</p>	Contractor was contacted to repaint the exterior deck	By 06/15/2024	From 06/15/2024
13	<p>250.06(2)(m) Premises - Condition & Repair</p> <p>Description: Entire premise was not free from litter, in good repair and maintained in a sanitary manner. Kitchen floors were slippery, broken cookies all over the play mat area, way too many toys stacked on top of each other, etc...</p>	<p>Rules were set to make sure children will no longer snack in indoor playspace</p> <p>Toys were removed and remaining one were arranged To create free moving space</p>	By 06/03/2024	From 06/03/2024

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14	250.06(7)(b)3. Window Screens Description: Window/Porch door which is capable of being opened within the childcare space had a ripped screen.	The broken screen is replaced	By 06/03/2024	From 06/03/2024
15	250.06(9)(j) Meals & Snacks - Records Description: Meal Menu (1 sheet) which was available during the monitoring visit was not accurate. Provider reported that she often feeds the children what the parents request and does not document it. Repeat violation: Previously cited on 5/24/2023	Parent requested meal is now in menu And is documented . Along with daycare healthy food recommendations.	By 06/03/2024	From 06/03/2024
16	250.07(1)(c) Television & Video Viewing Description: Television was on a child had eaten cookies and freezie on the floor in front of the TV while provider ate <input type="checkbox"/> avocado toast <input type="checkbox"/> .	Children will not snack a front of TV A healthy food choice will be implemented	By 06/03/2024	From 06/03/2024
17	250.07(3)(a)3. Play Equipment - Placement Description: Outdoor play equipment was being stacked and stored in the living room/family child care space and not placed to avoid accident or danger.	All outdoor play equipment was move to Outdoor playspace.	By 06/03/2024	From 06/03/2024

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18	250.07(6)(f)3. Medication - Storage Description: Medication (children's pain reliever) was sat on a high chair in the children's place space, accessible to children in care.	Children medication is removed and will be Out of children reach after use.	By 06/03/2024	From 06/03/2024
19	250.09(1)(c)4. Infant & Toddler - Soft Materials In Cribs Description: Infant (reported as six years old) was asleep in a pack and play with two large blankets wrapped around their body and head.	Child will be sleeping with small blanket For their safety.	By 06/03/2024	From 06/03/2024
20	250.09(1)(c)4g. Infant & Toddler - Audio Monitoring Description: There was no audio monitor present in the room where an infant (reported as six months old) was placed to sleep with two large blankets on their body and head.	There is audio monitor already installed	By 06/03/2024	From 06/03/2024
21	250.09(1)(c)5. Infant & Toddler - Use Of Safety Gates Description: Safety gates were being utilized, but not properly. They were just rested on multiple doorways and not fully engaged per manufacturer.	New safety gates are securely installed	By 06/03/2024	From 06/03/2024

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
22	250.09(3)(b) Infant & Toddler - Food & Formula Brought From Home Description: Infant formula was not labeled and dated after opening as required.	Formula opening date will be labeled	By 06/03/2024	From 06/03/2024

NAME - Agency Worker
Mindi Sabljak, Rhonda Brueggemann

Date Issued
5/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Ramatou Culver

06/03/2024