



SENT VIA CERTIFIED MAIL AND REGULAR U.S. MAIL

Article No. 9589 0710 5270 0064 7140 49

June 20, 2025

Emily Tran
Nextgen Early Care and Child Dev Ctr Inc.
2727 W Cleveland Ave., Ste. 101
Milwaukee, WI 53215-2956

RE: WARNING LETTER OF NONCOMPLIANCE

**Nextgen Early Care and Child Dev Ctr Inc.
Facility ID Number: 2007593**

Dear Emily Tran/ Nextgen Early Care and Child Dev Ctr Inc.:

This letter constitutes a warning to you, Nextgen Early Care and Child Dev Ctr Inc., regarding substantial non-compliances with Chapter 48, Wis. Stats., and/or DCF 251, Wis. Administrative Code in the operation of Nextgen Early Care and Child Dev Ctr Inc., a licensed group child care. Failure to correct these non-compliances may result in further Department action.

This warning is based on the Department's findings by Initial Licensing Specialist Tierra Trammell and Initial Licensing Specialist Lead Dominica Shaw-Gage during a complaint and monitoring visit to the center on 6/6/2025. The Department finds that you have failed to meet requirements for a child care license in the following respect(s):

1. **DCF 251.055(1)(f)** states the center shall implement and adhere to a procedure to ensure that the number, names, and whereabouts of children in care are known to assigned child care workers at all times. Contrary DCF 251.055(1)(f), tracking procedures were not implemented during monitoring visit. **Repeat violation: Previously cited on 4/22/2025.**

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

The Department will continue to closely monitor Nextgen Early Care and Child Dev Ctr Inc. 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 child care license.

Please note that in accordance with Wis. Stat. § 48.657(2g), and Wis. Admin. Code § DCF 251.04(2)(L), 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 Initial Licensing Specialist, Tiarra Trammell at 262-446-7803 if you have questions regarding this notice.

Sincerely,



Dominica Shaw-Gage, Initial Licensing Specialist Lead
Bureau of Early Care Regulation
DIVISION OF EARLY CARE AND EDUCATION

Attachment – CFS 294

cc: Randall Gasser, Regional Licensing Manager
Tiarra Trammell, Initial Licensing Specialist
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 June 20, 2025 . 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:** tiarra.trammell@wisconsin.gov or
 - **Fax:** (262) 446-7991 or
 - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
BUREAU OF EARLY CARE REGULATION
SOUTHEASTERN REGION
635 N 26th ST

MILWAUKEE, WI 53233

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 7/4/2025	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 Nextgen Early Care And Child Dev Ctr Inc		Provider Number / Facility ID Number 4000592434 / 001 - 2007593		
Address - Facility (Street, City, State, Zip Code) 2727 W Cleveland Ave Ste 101 Milwaukee WI 532152956		Telephone Number 414-488-2227	Date - Regulation Visit 6/6/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff file did not have a health report available for review during monitoring visit	This item has been completed by the employee providing the needed health report form. The form has been placed in the staff file.	6/7/2025	
2	251.055(1)(f) Child Tracking Procedure Description: Tracking procedures were not implemented during monitoring visit Repeat violation: Previously cited on 4/22/2025	All staff have received training and guidance on NextGen tracking procedures and a system is in place to monitor the correct use and notation of the tracking documentation by all employees, daily.	6/26/25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
3	251.07(6)(dm)1. Medical Log Book Description: medical log book was not numbered for entries during monitoring visit	The Medical Log Book has been numbered for entries as required.	6/26/25
4	251.09(3)(a)7. Infant & Toddler - Leftover Milk Or Formula Description: A bottle was observed with a past date on the label	The employee responsible for the infant classroom where this occurred was retrained on the correct labeling requirements. A monitoring process is in place to check bottles and labels on a daily schedule.	6/26/25

NAME - Agency Worker
Tiarra Trammell, Dominica Shaw

Date Issued
6/20/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Geddes Mohammed Administrator

Date Signed
6/26/25