

Date Correction Plan Due
8/29/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
920-785-7811

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 Kecamps-River Club Day Camp		Provider Number / Facility ID Number 6000587786 / 001 - 2001234		
Address - Facility (Street, City, State, Zip Code) 12400 N Ville Du Parc Dr Mequon WI 530922448		Telephone Number 877-671-2267	Date - Regulation Visit 7/9/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	252.41(1)(e) Insurance Certificate Description: The program's liability insurance expired on 04/30/2025.	Current liability insurance is attached.	Immediately	
2	252.41(4)(a)1.a. Child Record - Enrollment Information Description: The program did not have the physician and medical facility information on file for children #1 through 4. Repeat violation: Previously cited on 7/15/2024	Attached and added to camper binder for Carson and Wyatt. Penelope & Millie's families were sent multiple reminders about noncompliance. All campers will have their health history on file and available for review.	Immediately/2026 season	

Kecamps-River Club Day Camp

6000587786 / 001 - 2001234

Address - Facility (Street, City, State, Zip Code)

12400 N Ville Du Parc Dr Mequon WI 530922448

Telephone Number

877-671-2267

Date - Regulation Visit

7/9/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>252.41(4)(a)6m. Child Record - Immunization History</p> <p>Description: The program did not have the immunization information on file for children #1 through 4.</p> <p>Repeat violation: Previously cited on 7/15/2024</p>	Attached and added to camper binder. for Carson and Wyatt. Penelope & Millie's families were sent multiple reminders about noncompliance. All campers will have their health history on file and available for review.	Immediately/2026 season	
4	<p>252.42(1)(a)1. Staff File - Personal Information</p> <p>Description: The staff record form was missing for staff members B through F.</p> <p>Repeat violation: Previously cited on 7/15/2024</p>	Staff record form will be sent to the Director prior to the 2026 season to have all staff fill out during orientation.	2026 Season	
5	<p>252.42(1)(a)3. Staff File - Background Check Results</p> <p>Description: Staff member A was working without a completed background check.</p> <p>Repeat violation: Previously cited on 6/24/2024</p>	Staff BCR recieved with final eligibility on 8/6/25, attached. All staff will have completed BCR prior to working and available for review.	Immediately/2026 season	
6	<p>252.42(1)(a)4. Staff File - Pre-Camp Training</p> <p>Description: The pre camp training was missing for staff members B through D.</p> <p>Repeat violation: Previously cited on 7/15/2024</p>	All camp staff will have pre-camp training records on file and available for review. Staff Meet & Greet sign off attached. Kept in binder & submitted to KE Camps on 6/16/25.	Immediately 2026 season	

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7 252.42(1)(a)6. Staff File - High School Diploma Or Equivalent Description: The program did not have the High School Diploma or its equivalent on file for staff members E and F. Repeat violation: Previously cited on 7/15/2024	All staff members H.S. diploma's, or equivalent, will be kept on file in the licensing binder. Please see attached for Cassandra Smith.	Immediately/2026 season	
8 252.42(3)(e) Cardiopulmonary Resuscitation Training Description: The program did not have the CPR information on file for staff members E and F. Repeat violation: Previously cited on 7/15/2024	All staff members will be trained in CPR and certifications will be kept on file and available for review. Please see attached for Cassandra Smith.	Immediately/2026 season	
9 252.44(5)(e) Meals & Snacks - Usda Minimum Meal Requirements Description: On 07/09/2025, during lunch, the children were not given milk or fruit.	Notified River Club of Mequon management that as required by the USDA, milk and fruit must be an option during lunch.	2026 Season	

NAME - Agency Worker
Glorbel Tegen

Date Issued
8/15/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Laura Andersen

Date Signed