

**Notice of Findings**

**Notice To:** Kalie Miles - Director  
**Facility Name:** Children's Discovery Center  
**Owner:** Jeff Goltz  
**Site Address:** 454 E. Hennick St  
**City/State/Zip:** Pinedale, WY 82941

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 05/03/2022, and investigated by Kelli Dunne

A statement of childcare allegation, CPL-48981, was provided on 05/03/2022.

The finding is listed below for each individual alleged violation of the Wyoming Child Care Licensing Rules:

---

1. Finding: Non-Compliant

Regulation: Chapter 4. General Requirements  
Section 3. Owner, Director, and Staff Requirements.

(e) All staff, household members, substitutes, and volunteers shall complete child abuse/neglect Central Registry background checks and a National and state Sex Offender Registry check once a year, for Wyoming and each state the person has lived in the past five (5) years. These checks shall be kept current at all times, using the date the check was performed as the initial date, and repeated every year thereafter. An out-of-state abuse/neglect Central Registry background check for states lived in during the past five (5) years do not have to be repeated unless the person has lived in that state since the last check was performed. The Department may require a new child abuse/neglect Central Registry background check at any time for staff, household members, substitutes, and volunteers.

Explanation of Findings: It was observed by Licensor at visit that one existing staff member has been working with an expired central registry and sex offender check for a period of 6 weeks.

Action Required: Staff member will not work until the central registry/sex offender check has been completed or a variance request has been approved. A corrective action plan needs to be completed detailing how this will not happen in the future.

Corrective Action Plan Due Date: 05/17/2022

Corrective Action Plan Achieved Date:

Compliance Due Date: 05/06/2022

Compliance Achieved Date:



**The Department requests your cooperation in ensuring compliance is met. In the absence of cooperation, the Department may take whatever steps are necessary to ensure the safety of children.**

**The Department's information may be shared with authorized individuals or agencies, which include, but are not limited to, the Attorney General, County Attorney, and law enforcement.**

If you disagree with the Department's finding of a non-compliance violation, you may request an Administrative hearing within (10) days of your receipt of this letter (W.S. 14-4-108). Administrative hearing procedures are included in the Wyoming Department of Family Services Contested Case Hearing Rules, Chapter 2, Substitute Care and Child Care Licensing and based on the above statute. If you need a copy of the Rules, or assistance in requesting an Administrative hearing, you may contact the Department of Family Services Field Office in the county where you live.

Licenser: Kelli Dunne  
Address: 631 Washington, PO BOX 336  
City/State/Zip: Afton WY 83110  
Phone: 307-249-5848  
Email: kelli.dunne@wyo.gov

Licenser Supervisor: Michelle Tucker  
Address: 1510 East Pershing Blvd  
City/State/Zip: Cheyenne WY 82001  
Phone: 307-777-5151  
Email: michelle.tucker1@wyo.gov

Signature:

A handwritten signature in black ink, appearing to read 'K. Dunne', written over a horizontal line.

Kelli Dunne

Date: 05/03/2022

CC:

Jeff Goltz - Owner  
jgoltz@wyoming.com