

Notice of Findings

Notice To: Felicia S Perez - Director
Facility Name: Firehouse Kids LLC
Owner: Annette Metz
Site Address: 522 Van Lennen Ave.
City/State/Zip: Cheyenne, WY 82007

The Department of Family Services has completed the investigation regarding alleged violation(s) of the Wyoming Child Care Rules received on 01/15/2025, and investigated by Ariel Schmitzer

A statement of childcare allegation, CPL-54226, was provided on 01/15/2025.

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 the licenser during an unannounced visit that staff member A.S. was working in the facility with an expired Wyoming Central Registry and Sex Offender check.

Action Required: Central registry check was ran while licenser was present in the facility. Please complete a Corrective action plan detailing how you will ensure that background checks are kept up to date and on file at the facility prior to allowing the employees to continue to work.

Corrective Action Plan Due Date: 01/29/2025
Corrective Action Plan Achieved Date:
Compliance Due Date: 01/29/2025
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: Ariel Schmitzer
Address: 1510 East Pershing Blvd
City/State/Zip: Cheyenne WY 82001
Phone: 307-777-5175
Email: ariel.schmitzer@wyo.gov

Licenser Supervisor: Michelle Lala
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 be 'A Schmitzer', written over a horizontal line.

Ariel Schmitzer

Date: 01/15/2025

CC:

Annette Metz - Owner
522 Van Lennen Ave., Cheyenne, WY, 82007