

# ENVISAGE LAW

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August 7, 2024

## VIA U.S. MAIL & EMAIL

Unit Manager  
Child and Adult Care Food Program Unit  
Community Nutrition Services Section  
Division of Child and Family Well-Being  
1914 Mail Service Center  
Raleigh, North Carolina 27699-1914  
[maryanne.burghardt@dhhs.nc.gov](mailto:maryanne.burghardt@dhhs.nc.gov)

**Re: Request for an Informal Conference on behalf of Balanced Nutrition, Inc.**

Dear Sir or Madam:

Our law firm represents Balanced Nutrition, Inc. We ask that you direct further correspondence related to our client at the e-mail and mailing addresses listed above.

We write to request an informal conference with the North Carolina Department of Health and Human Services' Child and Adult Care Food Program Unit ("NCDHHS") regarding (1) the disallowances associated with the findings from the Federal Fiscal Year 2023-2024 Compliance Review on Balanced Nutrition, Inc., Agreement #9460, (2) the Notice of Serious Deficiency dated July 24, 2024, (3) NCDHHS's Review of Findings dated July 24, 2024, (4) NCDHHS's Review of Findings dated July 26, 2024, and (5) NCDHHS' Compliance Review 2023-2024 and all forms, findings and determinations at both the facility and sponsor levels incorporated into the foregoing. This list includes, but is not limited to, the following:

- Forms CAC 101 and 100E for Balanced Nutrition (January – March 2024)
- Forms CAC 101 and 100E and Supplemental Findings for First Class Preparatory School (January – March 2024)
- Forms CAC 101 and 100E and Supplemental Findings for Foundation Builders Academy (January – March 2004)
- Forms 100E for Gingerbread Learning Center (March 2023 – February 2024)
- Form CAC 100E and Supplemental Findings for Jamie Johnson (January 2024)
- Form CAC 100E and Supplemental Findings for Kim Eaton (January 2024)
- Forms CAC 100E and Supplemental Findings for Robrita McKoy (January - March 2024)
- Supplemental Findings for Sharon Harris (January 2024)
- Forms CAC 100E and Supplemental Findings for Apple Tree Wee School, Inc. (January – March 2024)
- Form CAC 100E and Supplemental Findings for Rosa Reddrick (January 2024)

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Please accept this letter as documentation that Balanced Nutrition, Inc. has retained our firm to review NCDHHS's notices of deficiencies to advise and assist with corrective actions. Balanced Nutrition takes these matters very seriously and we are working with them to timely review and address the issues raised by the Agency. Please let us know if there is any additional documentation or actions the Agency needs prior to our informal conference.

Our firm was recently retained in this matter, and we are working diligently to familiarize ourselves with the relevant details. To that end, we respectfully request that the informal conference take place next month during the week of September 16 or thereafter. Of course, we will work to accommodate NCDHHS' schedule, but we would appreciate your consideration of this request.

If you have any questions, or if you need any additional information, please do not hesitate to contact our office.

Sincerely,



James R. Lawrence, III



Anthony J. Biller

Cc (email only):

Julie Cronin, Esq., NCDHHS Gen. Counsel ([julie.cronin@dhhs.nc.gov](mailto:julie.cronin@dhhs.nc.gov))  
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Tara Seidel, Esq.