

December 10, 2025

Megan Stutsman, Authorized Agent
America World Adoption Association Minnesota
204 Heron Drive
Mankato, MN 56001

License Number 1036061 (Child Placing Agency)

CORRECTION ORDER

Dear Ms. Stutsman:

On November 5, 2025, a Department of Children, Youth, and Families (DCYF) licensor conducted a licensing review at your facility located at 204 Heron Drive, Mankato, MN. As a result of this visit, DCYF determined that you are in violation of one of the child placing agency rules and statutes. As a result, DCYF is issuing this order which requires you to take the correction action as described below. Details of our findings are provided below. Our next steps and your options are also detailed.

LICENSING VIOLATIONS

DCYF determined that your program failed to follow licensing rules and statutes, as described below.

Notice of Reinspection

Violation: Your agency disclosure form did not include a statement prepared by the Commissioner under section 259.39, also known as “completing a private domestic adoption in Minnesota.” This statement must be provided to all prospective adoptive parents who are completing a private domestic adoption in Minnesota.

Statute Violated: Minnesota Statutes, section 142B.10, subdivision 18, paragraph 2.

Corrective Action Required: Submit documentation to your licensor within 30 days from when you received this order explaining how you plan to demonstrate a return to compliance and ensure compliance is maintained.

YOUR RIGHT TO REQUEST RECONSIDERATION

You have the right to request reconsideration of this order in writing. Your request must:

1. Specify the parts of the correction order that are alleged to be in error;
2. Explain why they are in error; and
3. Include documentation to support the allegation of error.

If you are mailing your request, it must be sent by certified mail and postmarked within 20 calendar days from when you received this order. If you do not meet this deadline, you lose your right to request reconsideration. The timeline to appeal began when you received this order. Please send it to:

Commissioner, Department of Children, Youth, and Families
Office of Inspector General
Legal Counsel's Office
Attn: Licensing Legal Unit
PO Box 64953
St. Paul, MN 55164-0953

If your request is being personally delivered, it must be received by DCYF within 20 calendar days from when you received this order. Please bring it to:

Commissioner, Department of Children, Youth, and Families
Office of Inspector General
Legal Counsel's Office
Attn: Licensing Legal Unit
444 Lafayette Road North
St. Paul, MN 55155

Legal authority for this licensing action

- This action is taken under Minnesota Statutes, section 142B.16, subdivision 1.
- This child placing agency must maintain compliance with the licensing statutes and rules, specifically Minnesota Rules, 9545.0755 through 9545.0845; Minnesota Statute, section 142B.10, subdivision 18; and Minnesota Statute, section 259.37, subdivision 2.
- The timeline to request reconsideration of the order is provided in Minnesota Statutes, section 142B.16, subdivision 2.

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Questions

If you have any further questions regarding this matter, you may contact me at 651-539-8242.

Sincerely,

A handwritten signature in black ink that reads "Melissa Maile". The signature is written in a cursive style with a large, stylized initial "M".

Melissa Maile, Licensing Consultant

Licensing Division

Office of Inspector General