

Logistics & Safety

HUB SITE: North Bend Library

Hub Site Address: 115 E Fourth St North Bend, WA 98045

Anticipated Traffic: of 1 – 24 completed surveys per day

Emergency & Safety

Emergency Meet Up Location: Snoqualmie Valley Food Bank, 122 E 3rd St, North Bend, WA 98045



Safety & Site Access Protocols:

- Use the Buddy System when possible.
- Carpool or public transportation is recommended.



Key Contacts

Role	Name	Contact Info
Site Point of Contact	Stephanie Sherman	sasherman@kcls.org
Secondary Site Contact	Jeong Kim (she/her)	Librarian & Information Services Manager KCLS, Cascade Region (North Bend, Sammamish, Snoqualmie) / jeongkim@kcls.org
Hub Lead 1	Daniel Ramos III	daniel.ramos@kcrha.org
Regional Coordinator	Joel Bernstein	joel.bernstein@kcrha.org / 206-771-2097

Site Access & Setup

Entry Point: Meeting space accessed via the main library entrance.



			
Enter here.	Primary Meeting Space		

Schedule & Resources

HUB SITE: North Bend Library

Shift Schedule

There will be at least 4 interviewers and 1 Hub lead supporting the site each day.

Shift Type	Dates	Time
Morning Block	Mon, Tues, Wed, Thur, Fri (Feb 2, 3, 4, 5, 6)	3 pm to 6 pm

SUPPLIES & KITS

Location: PIT Kits are stored with the Site Point of Contact. Kit Contents:

- Surveys & Tablets
- Emerald City Resource Guides

RESOURCES FOR RESPONDENTS

If you know a resource not listed, please share it with the Hub Lead!

1. PRINT: Emerald City Resource Guides

- **Action:** Distribute physical booklets to interested respondents.
- **Audience:** Best for those without reliable technology access.

2. DIGITAL: Findhelp.org & Emeraldcityresourceguide.org

- **Action:** Use these sites to search for specific shelter or food resources around zip code 98045.

Resources – [LINK](#)

3. WORD OF MOUTH:**VOLUNTEER NOTES**

(Space for daily notes, wifi passwords, or specific door codes)

