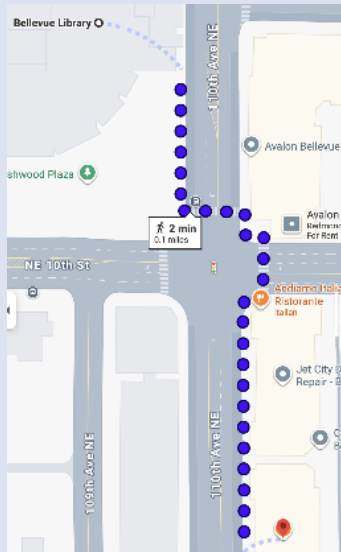


Logistics & Safety

HUB SITE: Bellevue Library

Hub Site Address: 1111 110th Ave NE, Bellevue, WA 98004**Anticipated Traffic:** of 25 – 49 completed surveys per day**Emergency & Safety**

Emergency Meet Up Location: 938 110th Ave NE, Bellevue, WA 98004, United States

**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 Zero	szero@kcls.org / 425-450-1764
Secondary Site Contact	n/a	
Hub Lead 1	Claire Guilmette	claire.guilmette@kcrha.org
Regional Coordinator	Claire Guilmette	claire.guilmette@kcrha.org / 206-735-6448

Site Access & Setup**Entry Point:** Meeting space accessed via the library main entrance.

			
Enter building here.	Primary Meeting Space Meeting Room 3		



Shift Schedule

There will be at least 4 interviewers supporting the site each day.

Shift Type	Dates	Time	Room
Morning Block	Mon, Thur, Fri (Jan 26, 29, 30)	10:30 AM 2:30 PM	Meeting Room 3
Afternoon Block	Tues, Wed (Jan 27, 28)	12:30 to 5:30 PM	Meeting Room 3

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 98004.
Resources - [LINK](#)

3. WORD OF MOUTH:

Community Resource Fair near the hub site in the Gallery on Thursday, Jan 29th.
Connection with HSD providers as seeders in the area.

VOLUNTEER NOTES

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

