

## Logistics & Safety

HUB SITE: Lake City Library

**Hub Site Address:** 12501 28th Ave NE, Seattle, WA 98125

**Anticipated Traffic:** of 50 or more completed surveys per day

### Emergency & Safety

Emergency Meet Up Location: Albert Davis Park, 12526 27th Ave NE, Seattle, WA 98125



#### 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	Laura Harrington	<a href="mailto:laura.harrington@spl.org">laura.harrington@spl.org</a>
Secondary Site Contact	Katy Tribuzzo (she/they)	Adult Services Librarian Lake City Branch (206) 684-7518 ext. 3
Hub Lead 1	Elisha Burton	<a href="mailto:eddie20221966@gmail.com">eddie20221966@gmail.com</a>
Hub Lead 2	Dorothy Roca	<a href="mailto:dorothyroca@gmail.com">dorothyroca@gmail.com</a>
Hub Lead 3	Ewan Andreasen	<a href="mailto:Ewan.andreasen@kcrha.org">Ewan.andreasen@kcrha.org</a> / 206-681-5536
Regional Coordinator	Joel Bernstein	<a href="mailto:joel.bernstein@kcrha.org">joel.bernstein@kcrha.org</a> / 206-771-2097



## Site Access & Setup

**Entry Point:** Meeting space accessed via the main library entrance room 105.

Enter building here.	Primary Meeting Space Room 105	Primary Meeting Space – alternate view	

## Schedule & Resources

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### Shift Schedule

There will be at least 10 interviewers and 4 Hub leads supporting the site each day.

Shift Type	Dates	Time
Morning Block	Mon, Tues, Wed, Thur, Fri (Feb 2, 3, 4, 5, 6)	10 am to 3 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 98125.  
Resources – [LINK](#)

### VOLUNTEER NOTES

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

