

Logistics & Safety

HUB SITE: Plateau Outreach Ministries

Hub Site Address: 1806 Cole St, Enumclaw, WA 98022

Anticipated Traffic: of 1 – 24 completed surveys per day

Emergency & Safety

Emergency Meet Up Location: Enumclaw Library, 1700 1st St, Enumclaw, WA 98022



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	Elisha Smith-Marshall	director@plateauoutreach.org / 360-825-8961
Secondary Site Contact	n/a	
Hub Lead 1	Ben Mathewson	ben.mathewson@kcrha.org
Regional Coordinator	Ben Mathewson	ben.mathewson@kcrha.org / 206-945-6775



Site Access & Setup

Entry Point: Meeting space accessed via the Main office of Plateau Outreach Ministries.

			
Enter building here.	Primary Meeting Space Facing main entrance	Additional view of Primary Meeting Space	Primary Meeting Space Open area near the front entrance to the office.

Schedule & Resources

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Shift Schedule

There will be at least 3 interviewers and 1 Hub Lead supporting the site each day.

Shift Type	Dates	Time
Morning Block	Mon (Jan 26, Feb 2)	11:30 am to 3:30 pm
Morning Block	Tues, Wed (Jan 27, 28 & Feb 3, 4)	11:30 am to 4:30 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 98022.

Resources – [LINK](#)

VOLUNTEER NOTES

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

