

SITE JOURNAL

Encampment Response Team

SITE JOURNAL CONTENTS

Completed Site Journal

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A. SITE INSPECTION

To be filled out by the Field Coordinator prior to any Full Encampment Clean Up and as part of any Obstruction or Hazard Removal. Site Journals and photos should be saved in the appropriate folder in the G:\FAC\Encampments\Encampment clean ups directory.

CRS Listing:	514 Massachusetts St.	, Seattle, WA 98134		_ Date of Firs	01/06/20		
Site Address:	8th Ave S & S Holgate	St		_ Date of C	Clean-Up:	01/09/20	
Inspection By:	Jeff Horan			CRS #: 19-00254519			
Referred By:	SPU, Community, CSR				Photos to FAS	S? ⊠ Yes □ No	
SITE OCCUPAN	ICY DATA (add add	itional lines as n	eeded)				
Date of Inspection	<u>'</u>	Structures	Bed Rolls	\	/ehicles	TOTAL COUNT	
01/06/20	9	1	0		0	10	
SITE CHARAC	TERISICS		HEALTH CO	NDITIONS			
Park	TERISIOS	□ Yes ⊠ No	Disorganized	NDIII ONS		⊠ Yes □ No	
Sidewalk		☐ Yes ⊠ No	Garbage/Bagge	d		⊠ Yes □ No	
Within 50ft of a w	ater body or wetland	☐ Yes ⊠ No	Garbage/Loose			⊠ Yes □ No	
Impeding Roadwa		☐ Yes ⊠ No	Garbage/Bulky			⊠ Yes □ No	
Within 50ft of a G	uardrail	⊠ Yes □ No	Garbage/Metal			⊠ Yes □ No	
Heavy Traffic		⊠ Yes □ No	Human Waste			⊠ Yes □ No	
Near Industrial Zo	ne-blocking vehicle site	☐ Yes ⊠ No	Rats/Mice			☐ Yes ⊠ No	
Forested Area		☐ Yes ⊠ No	Hazardous Mat	erials		⊠ Yes □ No	
Play Area		□ Yes ⊠ No	Falling Tree or I	_imbs		☐ Yes ⊠ No	
Rented Area		□ Yes ⊠ No	Chemical Waste	9		⊠ Yes □ No	
Slope more than 2	27°	□ Yes ⊠ No	Fires			☐ Yes ⊠ No	
Slide Zone		□ Yes ⊠ No	Criminal Activit	y (SPD respons	e needed)	☐ Yes ⊠ No	
Fire Damage		□ Yes ⊠ No	Weapons			⊠ Yes □ No	
Fire Under low Ba	rrier:	□ Yes ⊠ No	Open Alcohol			⊠ Yes □ No	
Other: ROW parki	ng	⊠ Yes □ No	Sharps			⊠ Yes □ No	
Other:		□ Yes ⊠ No	Property Dama	ge		☐ Yes ⊠ No	
	TOTAL COUNT:	3		то	TAL COUNT:	11	

EXHIBIT A: SITE INSPECTION PHOTOS

During a site inspection, Field Coordinators should take photos of the following and store the photos in the appropriate G: Drive folder:

Cross Street Signs

- Photos of Individual Tents
- Vehicle/RVs/License Plates

- General Photos of the Encampment
- Debris Fields



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Encampment Response Team

	NAVIG	iATI	ON TEA	M ASSESSMEN	NT	
☑ Full Encampment Clean Up ☐ Litter	Pick			☐ Remanded to S	SPU	\square Reported back to CRS
PRE-JOB SITE ASSESSMENT & INST	rructio	ONS		Specifications/No	otes	
Uneven Terrain (Fall Protection Required)	☐ Yes		No		-	
Medical Waste	⊠ Yes		No	-		
Chemical Waste			No			
COLL ACCECCATENT C	IC -					Domilio monte:
SPU ASSESSMENT & INSTRUCTION Litter removed -area more than 20 feet from		ιe				Requirements: ☐ Field Coordinator accessed
active camp	וווע					— Field Coordinator accessed
☐ Illegal Dumping -Encampment Related Tra	sh					
B. RESOURCE PLANNING						
J. RESOURCE I LAMMING						
SITE CREW ASSESSMENT of FIELD CONDITIO	NS					
.,						
JOB SITE INSTRUCTIONS				Specifications/No	otes	
Fall Protection Required	☐ Yes		-			
Waste Hauling to Dump						
Waste Hauling to Other Location	⊠ Yes					
Vegetation Pruning	☐ Yes	⊠ I				
Biohazard Waste	⊠ Yes		No			
EXTERNAL CONTRACTORS	Total		Description	on		
Number of City Labor Crew Involved	8/2		•	e / Cascadia		
Number of Hazmat Crew Involved	1	_				
Number of Truck Drivers Approved	2	_				
Number of Full Time Days On-site Approved	1	 -				
Number of Partial Days On-site Approved	0	_				
Total Hours Approved	8					
INTERNAL CLEAN UP TEARCO	T -, '		D 1-7			
INTERNAL CLEAN UP TEAMS	Total		Description	vn		
Number of Light Toams	0					
Number of Full Time Days On site Approved	0					
Number of Partial Days On site Approved	0					
Number of Partial Days On-site Approved	0					
Total Hours Approved	U					
STAGING LOCATION						
Date: 01-09-20 Time: 0900	loca	ation:	6 th ∆ve	S & S Massachuse	otts St	



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Encampment Response Team

C. PRE-CLEAN UP ACTIVITIES

EXHIBIT B: SITE POSTING PHOTOS

Cross Street Signs

- Close up to read post signage
- After Photos

- General Photos of the Encampment
- At a distance to view entire camp

Field Coordinators should take photos and collect photos from the Navigation Officers and store them photos in the appropriate G: Drive folder:

EXHIBIT C: OUTREACH REPORT

The Outreach Coordinator will provide a consolidated report for both pre-engagement and day-of activities of the outreach and Navigation team.

Date	Туре	Location _{▼1}	Male Outreach	Female Outreach	Non-specific Gender	Total Number of People Contacted ▼
1/8/2020	Outreach	8th & Holgate	0	0	0	0

D. DAY OF CLEAN-UP

For **regular encampment clean-ups**, all checklist items must be marked "Yes" at the start time of the event in order proceed with the clean-up. If for any reason the of the following questions are answered "No" – **the Field Coordinator must immediately halt the clean-up activities.** Hazard and Obstruction clean-ups are excluded from this.

FIELD COORDINATOR	J Lohman						
CHECKLIST for ENCAMPMI	ENT CLEAN UP						
Notice posting is 72 hours in advan	ce of cleanup (Date:)	01/06/20		☐ No			
Cleanup is occurring on date specifi	ed in notice			□ No			
Outreach was provided before the	cleanup (Date:)	01/08/20	⊠ Yes	□ No			
Outreach team is present at cleanu	p site			□ No			
Personnel are ready to identify and	collect belongings			□ No			
SPD or WSP officers are present to	support cleanup			□ No			
Crew is present and ready to suppo	rt cleanup		⊠ Yes	☐ No			

EXHIBIT D: CLEAN-UP PHOTOS

Field Coordinators are responsible for ensuring that photos are taken to document the clean-up event and saved to the appropriate G: Drive folder. This includes pictures of site conditions, tents, storage, and before/after photos.

Photo of Storage Post

- Photos of Not Storable content
- Photos of Storable tents

- General Photos of the Encampment
- Tent/Structure Contents
- After Photos

SITE OCCUPANCY DATA

Day of Clean-up	Tents	Structures	Bed Rolls	Vehicles	TOTAL COUNT
1-9-20	5	0	0	0	5



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STORAGE SUMMARY

Total should equal total in Occupancy Data

TOTAL TENTS/STRUCTURES			
OWNER PRESENT	4	ABANDONED TENT/STRUCTURE	0
Removed Property and Tent	4	Content Storable	U
OWNER PRESENT	0	ABANDONED TENT	0
Discarded Tent/Discarded Property	U	Content Not Storable	U
OWNER PRESENT	0	ABANDONED TENT	1
Discarded Tent / Stored property	U	Storable	1
ABANDONED BEDROLL	0	ABANDONED TENT	0
Storable	U	Not Storable	U
ABANDONED BEDROLL	0	IMPOUNDED VEHICLE	0
Not Storable		IIVIF GOINDED VEHICLE	

STORAGE TOTALS

Number of Bins	Bikes	Large Luggage Items	Large Items
0	1	0	0

EXHIBIT E: STORAGE INFO

Field Coordinators are responsible for ensuring that we log information about each tent/structure that is at the clean-up site.

Exh A - Inspection Photos

























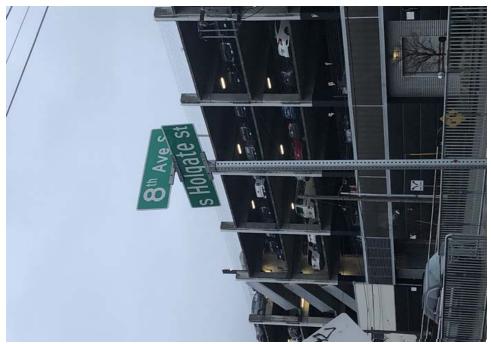










































































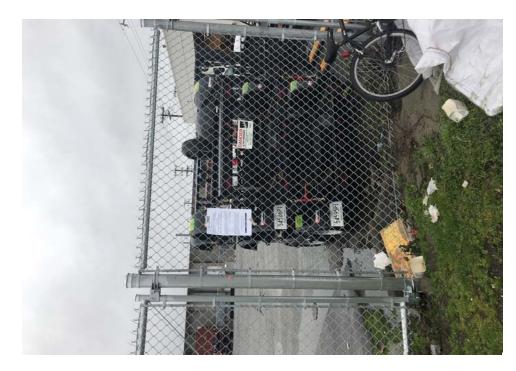




Exh B - Posting Photos









































Exh D - Clean Up Photos



























































After Clean Photos









































EXHIBIT E: STORAGE INFO

Encampment Response Team

Site Name:	8 th Ave S & S Holgate St	Date of Clean Up:	01-09-20
		=	

Field Coordinators are responsible for completing this form as part of the Site Journal. You should log the following –

- Tent owners who present and accept storage
- Tent owners who are present and indicate that they want their tent/belongings disposed of
- Abandoned tents or items found in debris that we are storing
- Abandoned tents that we are disposing of

Each tent/structure should occupy one line so we can document if storage was offered, accepted or to explain why we disposed or stored items. After this form is complete, you will use the totals from this form to fill out the Storage Summary and Totals information.

Tent Naming Convention: T#-Initials-MonthDay **Example:** T1-JH-0428

Owner Name <i>or</i> Tent/Structure #	Owner Present?	Storage?	Not Storable? Check All That Apply	# of Bins	# of Bikes	# of Luggage	# of Large Items	Short Description
T1-JL-0109	☐ Yes ⊠ No	☐ Accepted ☐ Declined ☑ N/A	☐ Hazardous Material ☐ Human Waste ☑ Damaged	0	0	0	0	Nothing storable – tent ripped, garbage, wet and moldy bedding and clothing inside of tent.
Found in debris	☐ Yes ⊠ No	☐ Accepted ☐ Declined ☑ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged	0	1	0	0	Found in debris- 1 black bike
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					
	☐ Yes ☐ No	☐ Accepted ☐ Declined ☐ N/A	☐ Hazardous Material ☐ Human Waste ☐ Damaged					