

SITE JOURNAL Encampment Response Team

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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 location.

| Encampment:      | Woodland Park |                     |            |  |  |  |  |  |  |  |
|------------------|---------------|---------------------|------------|--|--|--|--|--|--|--|
| Site Address:    |               | Date of Inspection: | 1/6/2022   |  |  |  |  |  |  |  |
|                  |               | Date of Clean-Up:   | 1/6/2022   |  |  |  |  |  |  |  |
| Final Inspector: | Bill Gholston | CSR #:              |            |  |  |  |  |  |  |  |
| Referred By:     |               | Photos to HSD?      | ☑ Yes □ No |  |  |  |  |  |  |  |



Near Facilities for Children (e.g., school, daycare) ☐ Yes

Near Facilities for the Elderly (e.g., nursing home) ☐ Yes

### SITE JOURNAL Encampment Response Team

| CP1/BIKE SPD Response?      | □ 162            | E NO   |      |                      |            |    |         |      |
|-----------------------------|------------------|--------|------|----------------------|------------|----|---------|------|
| Date of Call to Duty Offic  | er :             |        |      | Time of Call to Duty | Officer:   |    |         |      |
| Date of Call to FC :        |                  |        |      | Time of Call to FC:  |            |    |         |      |
| Date of FC Response:        |                  |        |      | Time FC arrived on   | site:      |    |         |      |
| Time of FC departure fro    | m                |        |      | Action:              |            |    |         |      |
| System Navigator Called     | y □ Yes          | ☑ No   |      | Name of SN:          |            |    |         |      |
| Date of Call to SN:         |                  |        |      | Time of Call to SN:  |            |    |         |      |
| Time SN arrived on site:    |                  |        |      | Offer of Shelter Ma  | □ Yes ☑ No |    |         |      |
| SITE OCCUPANCY DATA         |                  |        |      |                      |            |    |         |      |
| Date of Inspection          | Tents            | Struct | ures | Bed Rolls            | Vehicles   | то | TAL COL | JNT  |
| 1/6/2022                    | 0                | 0      |      | 0                    | 0          |    | 0       |      |
| PRIORITY CONDITION D        | АТА              |        |      |                      |            |    |         |      |
| VULNERABLE POPULA           | ATIONS           |        |      | PUBLIC HEALTH        | /BIOWASTE  |    |         |      |
| Perceived Elderly (60+ year | rs old)          | ☐ Yes  | ☑ No | Rats/Mice            |            | Γ  | □ Yes   | ☑ No |
| Perceived Infants/Children  | (≤ 14 years old) | ☐ Yes  | ☑ No | Hazardous Mater      | ials       | Γ  | □ Yes   | ☑ No |
| Perceived Youth (15-24 year | ars old)         | ☐ Yes  | ☑ No | Bio Waste            |            | Γ  | □ Yes   | ☑ No |
| Perceived Not Ambulatory    |                  | ☐ Yes  | ☑ No | Chemical Waste       |            | Γ  | □ Yes   | ☑ No |
| Perceived Wounds            |                  | ☐ Yes  | ☑ No | Food Waste           |            | Γ  | □ Yes   | ☑ No |

☑ No

☑ No

Within 50ft of a water body or wetland

**Loose Sharps** 

☐ Yes ☑ No☐ Yes ☑ No



## SITE JOURNAL

**Encampment Response Team** 

| Perceived Women   | ☐ Yes | ☑ No | TOTAL COUNT:                                     |              |          |
|---|-------|------|--|--------------|----------|
| Perceived Couples   | ☐ Yes | ☑ No | COLID WASTE                                      |              |          |
| LGBTQIA (DATA ONLY COLLECTED IF ASKED<br>otherwise leave blank) | ☐ Yes | ☑ No | SOLID WASTE Disorganized Garbage                 | □ Yes        | 5        |
| POC (DATA ONLY COLLECTED IF ASKED otherwise leave blank)        | ☐ Yes | ☑ No | Bagged Garbage                                   | □ Yes        | 5        |
| Presence of Alcohol   | ☐ Yes | ☑ No | Loose Garbage                                    | ☐ Yes        | 5        |
| Presence of Contained Sharps                                    | ☐ Yes | ☑ No | Bulky Items Garbage                              | ☐ Yes        | 5        |
| TOTAL COUN  | T.    |      | Metal  | ☐ Yes        | 5        |
| TOTAL COOK  | •     |      | TOTAL COUNT:                                     |              |          |
|   |       |      |  |              |          |
| PUBLIC SAFETY/STRUCTURAL CONCE                                  | ERNS  |      | STRUCTURAL CONCERNS/ENVIRO RISKS/EMERGENCY RISKS | NMENTA       | ۱L       |
| Weapons   | ☐ Yes | ☑ No | Near Industrial Zone-blocking vehicle site       | П Уес        | v        |
| Park  | ☐ Yes | ☑ No | lines  | <b>—</b> 163 | _        |
| Sidewalk  | ☐ Yes | ☑ No | Falling Trees/Limbs                              | ☐ Yes        | v        |
| Proximity to Bridge   | ☐ Yes | ☑ No | Forested Area                                    | ☐ Yes        | <b>✓</b> |
| Impeding Roadway  | ☐ Yes | ☑ No | Rented Area                                      | ☐ Yes        | <b>✓</b> |
| Within 50ft of a Guardrail                                      | ☐ Yes | ☑ No | Property Damage                                  | ☐ Yes        | <b>✓</b> |
| Heavy Traffic   | ☐ Yes | ☑ No | TOTAL COUNT:                                     |              |          |
| Slope more than 27 degrees                                      | ☐ Yes | ☑ No |  |              |          |
| Slide Zone  | ☐ Yes | ☑ No |  |              |          |
| Fires   | ☐ Yes | ☑ No |  |              |          |
| Exposed Electrical Wiring                                       | ☐ Yes | ☑ No |  |              |          |
| Other   | ☐ Yes | ☑ No |  |              |          |
| TOTAL COU   | NT:   |      |  |              |          |
|   | ļ     |      |  |              |          |
|   |       |      |  |              |          |
| TOTAL SCO   | RE:   |      |  |              |          |



## SITE JOURNAL **Encampment Response Team**

#### **EXHIBIT A: SITE INSPECTION PHOTOS**

| During | a site inspection, Field Coordinators should tal | ke ph | notos 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

| 1 | NI/ | ١, | /1/  | ~ A | TI | $\sim$ | ١ı | TF.  | Λ N | Л | ΛC       | CE           | -0  | 2 1  | ΛΙ  | - 1  | ıŦ |
|---|-----|----|------|-----|----|--------|----|------|-----|---|----------|--------------|-----|------|-----|------|----|
|   | M   | 11 | / 10 | 74  | MI | w      | v  | III. | ΔN  | И | $\Delta$ | <b>.</b> > 1 | - " | > I\ | /11 | - 17 |    |

|  |       | NAVIGATION TEAM ASSESS        | IVIEI | V I   |
|--|-------|-------------------------------|-------|---|
| ☐ Full encampment cleanup              |       |                               |       |   |
| ☑ Litter pick                          |       |                               |       |   |
| ☐ Reported to SPU as illegal dur       | np    |                               |       |   |
| ☐ Obstruction or hazard cleanup        | ၃     |                               |       |   |
| ☐ Clean - no campers                   |       |                               |       |   |
|  |       |                               |       |   |
| B. LITTER PICK                         |       |                               |       |   |
|  |       |                               |       |   |
| Reason for Litter Removal              |       |                               |       |   |
| □ Blocking intended use of facility    | V     | Blocking intended use of Park |       | Public Health concern                           |
| ☐ Litter on sidewalk                   |       |                               |       | Safety or Hazard concern for others near litter |
|  |       |                               |       |   |
| a. LITTER PICK PRE-CLEAN               | JP /  | ACTIVITIES                    |       |   |
|  |       |                               |       |   |
| SPD or WSP officers are present to sup | port  | cleanup                       |       | ☐ Yes   ☑ No                                    |
| Crew is present and ready to support   | clean | up                            |       | ☑ Yes □ No                                      |
| Emphasis Zone (Date:)                  |       |                               |       | ☐ Yes ☑ No                                      |
|  |       |                               |       |   |
| b. LITTER PICK RESOURCE I              | PLA   | NNING                         |       |   |

SITE CREW ASSESSMENT of FIELD CONDITIONS



# SITE JOURNAL

**Encampment Response Team** 

| JOB SITE INSTRUCTIONS                |         |              | Specifications/Notes |
|--------------------------------------|---------|--------------|----------------------|
| Fall Protection Required             | ☐ Yes   | ☑ No         |                      |
| Waste Hauling to Dump                | ☑ Yes   | □ No         |                      |
| Waste Hauling to Other Location      | ☑ Yes   | □ No         |                      |
| Vegetation Pruning                   | ☐ Yes   | ☑ No         |                      |
| Biohazard Waste                      | ☑ Yes   | □ No         | Sharps               |
| Chemical Waste                       | ☐ Yes   | ☑ No         |                      |
|                                      |         |              |                      |
| EXTERNAL CONTRACTORS                 | Т       | otal         | Description          |
| Number of Labor Crew                 |         | 2            |                      |
| Number of Hazmat Crew                |         | 1            |                      |
| Number of Truck Drivers              |         | 1            |                      |
| Contractors Labor Crew Hours On-Site |         | 2            |                      |
|                                      |         |              |                      |
|                                      |         |              |                      |
| INTERNAL CLEAN UP TEAMS              | т       | otal         | Description          |
| Number of Heavy Crew                 |         | 0            |                      |
| Heavy Crew Hours On-Site             |         | 0            |                      |
| Number of Labor Crew                 |         | 1            | SPR-Light team       |
| Labor Crew Hours On-Site             |         | 2            |                      |
| STAGING LOCATION                     |         |              |                      |
| Date/Time:                           | Locatio | n: Clean Cit | y                    |





#### **SITE POSTING PHOTOS**

No Regular Encampment Clean-up: 72-hour Notice

- Cross Street Signs
- General Photos of the Encampment
- Close up to read post signage
- At a distance to view entire camp
- After Photos

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

#### **OUTREACH REPORT**

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

| Data | Tuna | Location | Male     | Female   | Non-specific | TOTAL # of People |
|------|------|----------|----------|----------|--------------|-------------------|
| Date | Туре | Location | Outreach | Outreach | Gender       | Contacted         |

#### **LITTER PICK STORAGE TOTALS**

| Number of Bins | Bikes | Large Luggage Items | Large Items |
|----------------|-------|---------------------|-------------|
| 0              | 0     | 0                   | 0           |

| Owner Name OR    | Owner    | Storage? | Not Storable?        | # of | # of  | # of    | # of Large | Short Description |
|------------------|----------|----------|----------------------|------|-------|---------|------------|-------------------|
| Tent/Structure # | Present? |          | Check All That Apply | Bins | Bikes | Luggage | Items      |                   |

































