

Emergency Weather Overnight Center (EWOC) Proposal

Location: Cathedral of St. Peter, McCormick Center, 301 S. First St., Belleville, IL, 62220.

Submitted by: Homelessness Assistance Programs (HAP) network in collaboration with Tapestry of Community Offerings (TOCO), Cathedral of St. Peter, Salvation Army St. Clair County (SCC) Corps, House Everyone STL (HESTL), Chestnut Health Systems, Gateway Foundation, City of Belleville General and Community Assistance (GCA), St. Clair County Intergovernmental Grants Department (IGD).

Purpose & Goals

The Emergency Weather Overnight Center (EWOC) provides **safe, temporary overnight refuge** during extreme cold conditions (projected lows at or below **20°F**, per National Weather Service). The program prevents temperature related injuries/deaths while maintaining a **secured, controlled, and sober environment**. **Surveillance** provided by a hired third-party security company.

Objectives:

- Overnight operations on qualifying weather nights.
- Resting space with cots, blankets, and essential nutrition.
- Structured and secured **sober** setting with behavior-based screening.
- Transportation upon checkout and departure.

EWOC Executive Committee

- **Chair** - Kara S. Moore, MSW (TOCO, St. Clair County Salvation Army Corps).
- **Vice Chair** - Deacon Wayne Weiler (Cathedral of St. Peter).
- **Treasurer** - Maria Maloy (Cathedral of St. Peter).
- **Secretary** - Ann Wachtel (Cathedral of St. Peter).

EWOC Advisory Committee

- Dale Parker (TOCO, Homeless Coalition of St. Clair County).
- Elaine Weber (Homeless Coalition of St Clair County).
- Leander Spearman (Belleville GCA).
- Sgt. Sam Parsons (Belleville PD).

Key Stakeholders & Responsibilities

- **Host Agency (Cathedral of St. Peter):** Facility, insurance, storage, volunteers, and referrals.
- **HESTL:** Program funding and guidance.
- **TOCO:** Collaborative program development, funding management and oversight, resource coordination, and referrals.
- **Salvation Army (SCC) Corps:** Transportation to and from daytime warming center, volunteer training, background screening, and referrals.
- **Belleville GCA:** Cots, transportation, trash support, resource coordination, and referrals.
- **Belleville PD:** Increased awareness and roster screening.
- **St. Clair County IGD:** Ongoing services and coordinated entry.
- **Other Religious & Nonprofit Partners:** Volunteers, supplies, and resource coordination.
- **Participants:** Compliance with [Code of Conduct and safety expectations](#).

Operations Overview

Activation Criteria

- Nights forecasted below **20°F** (temperature only, not wind chill)
- Case managers will use the [screening tool](#) to **pre-register individuals** who:
 - Do **not** present recent violent behavior (past 30 days).
 - Checked against the [Illinois State Police Sex Offender Registry](#)

Attendance

- **<20 participants, 24 volunteers** per night.

Hours & Staffing

- **Operating Hours:** 6:00 a.m.-8:00 a.m.
 - Shift 1: 5:00 p.m.-9:00 p.m.
 - Shift 2: 9:00 p.m.-12:00 a.m.
 - Shift 3: 12:00 a.m.-6:00 a.m.
 - Shift 4: 6:00 a.m.-8:00 a.m.

- Four volunteer shifts; minimum **6 volunteers, 3 awake staff, 1 trained CPR/first aid** per shift
- Shift Lead designated for each period.

Public Safety Protocols

Medical & Emergency Response

- On-site **first aid kits, Narcan, and Automated External Defibrillator (AED).**
- First Aid Lead handles medical concerns.
- “Bring me the _____ Folder” (discrete alert system)
 - **Yellow Folder:** Assistance Needed
 - **Orange Folder:** Assistance Required Immediately
 - **Red Folder:** Call 911 (medical/violent emergency)

Facility & Environmental Safety

- Evacuation routes posted throughout the building.
- Lead volunteers instructed to call the Fire Department if needed.
- No cooking equipment.
- **Weapons and illegal substances are strictly prohibited.**
- **Security** provided by a third party from funding provided by HESTL.
- Resting area separates men and women by partition.
- Only one participant in the restroom at a time.
- The interior and exterior perimeters of the building are well-lighted and **monitored by Closed Circuit Television (CCTV).**
- Access to EWOC Roster (door list) shared via cloud drive with Belleville PD and updated daily.
- Paid security will sweep the outer perimeter of the building and escort ineligible individuals to the bus stop.

Movement Control and Belongings

- Participants can **only** gain access to the facility by meeting at Salvation Army St. Clair County Corps (pick up/drop off location) prior to activation.

- At the Salvation Army, all Participants are checked in on the approved list and belongings are immediately placed in assigned numbered totes, **zip-tied, and stored** until checkout. Participants **cannot access belongings until they return to the Salvation Army.**
- Participants will board the van and be **transported** to the EWOC at the McCormick Center.
- Upon arrival at the EWOC, Security personnel will scan entrants with handheld metal detection wands and patrol the interior and the exterior of the building throughout the evening.
- Leaving early results in no re-entry for the night.
- Unexpected visitors will be given a metro ticket, list of alternative sites, instructions for eligibility, and will be escorted to the bus stop by security.
- Volunteers will utilize the following trauma informed consistent redirection from the following script:

“We are only going to admit individuals who were referred in advance and are on our list. We can offer you transportation, information on alternative warming sites, and guidance on how to get connected for future eligibility.”
- Upon 8:00 a.m. checkout, participants will board the van to the Salvation Army SCC Corps.

Substance Policy

- EWOC is a **sober space.**
- Individuals cannot be in possession or under the influence of illegal substances.
- Violent, disruptive, or substance-related violations result in removal and/or suspension.

Approved Screeners

- **ONLY** the following trained case managers will be approved to screen and refer individuals into the program using the EWOC [Eligibility screening tool](#):
 - o Kara Moore: The Salvation Army (TSA), TOCO Drop-in Center at TSA
 - o Maria Maloy: TOCO Drop-in Center at TSA

- o Ann Wachtel: TOCO Drop-in Center at TSA and Saturday Breakfast at Cathedral.
- o Jeanne Fraser: TOCO Drop-in Center at TSA
- o Diane Crawford: Saturday Breakfast at Cathedral.
- o Sally Renata: Shower Project at Union United Methodist Church.
- o Aimee Pargin: Belleville GCA.

Operations and Flow

Intake & Check-In

1. Verified participants are transported to the warming center from the Salvation Army.
2. Upon arrival, a second registration verification will be performed and the [Code of Conduct](#) form will be signed.
3. Participants will be assigned a number corresponding to their tote, cot, and device check.
4. Bedding, water, and protein bars are distributed.
5. Participants are escorted to the resting area.

Settling in

1. Participants will use the lobby for quiet activities (snacking, writing, charging phones).
2. "Lights out (reduced)" will begin at 11:00 p.m.

Checkout & Departure

1. "Lights on" will begin at 6:00 a.m.
2. Participants will work with volunteers to clean and reset the space.
3. Participants will check out and board the van to the Salvation Army.

Volunteer Coordination

Roles: Check-in (2), Belongings (2), Bedding/Nutrition (2), Watchful Eyes (8), Checkout (2)

Training Requirements:

- Trauma-informed care

- De-escalation
- CPR/first aid
- Incident reporting
- Safety protocols
- [Volunteer Guide](#) reviewed and acknowledgement signed.
- Confidentiality and liability forms required

Participant Support & Data Tracking

- Focus: Overnight safety from severe weather.
- Case managers handle preregistration and long-term referrals.
- Anonymous feedback system (suggestion box).
- Nightly attendance logged, quarterly reporting compiled.