

Hudson Food Shelf

Covid-19 suggested procedures 2020

Ask all volunteers to bring a mask from home. There are plenty of protective gloves at the Food Shelf. There are extra masks on the shelf over the white table.

Wear gloves all the time while in the Food Shelf. Wearing their masks is a choice while in the Food Shelf, but while taking cart out to client it is required.

When bringing in donations from the gray donation shelves – make sure you are wearing gloves. We are finding a bit of outdated food, so check all donations for Best Used by Date.

When the appointment is made on the phone here are a series of questions to be asked:

1. Have they been to the Food Shelf in 2020. If no fill in a Data Sheet? [This is the only real contact we are having with the client with the curb side pickup]. Make sure you get the children's names and ages. It makes a difference when pulling food for a teenager or a preschooler.
2. Do you have any dietary restrictions?
3. Do you have special needs, such as diapers- what size; feminine product?
4. Do you have dog(s) or cat(s)? [We have a good supply of pet food at this time.]
5. Is there something you have not taken or do not want when you have been at the Food Shelf before?
6. Record these notes in pencil on their Data Sheets when you pull them for the day.

Remind them not to come into the church. Meet the volunteer at the double metal doors. The right one stays open on it's own, just push open until it clicks.

If they cannot get into the Food Shelf, Father John has a group of volunteers that will do deliveries for us. They need the time, date, address and Phone number of the client. Call Father John with requested delivery 715-550-0725.

Using the giving sheet, pull off the shelves the items for that size family. Put into grocery bags in the cart. Make sure you have looked at the additional notes on the Data Sheets. Leave the refrigerator and freezer items until their appointment time. Put the cold and frozen items in plastic bags.

Take cart out to the metal doors. Push the cart out and leave it for the client to take to their car. Ask them to bring the cart back. [I found some of the volunteers felt comfortable helping put the food in their cars. I left that decision up to them.]

Before bringing cart back into the Food Shelf – Sanitize it with wipes.