

# Licensed Child Caring Agency Unannounced Site Visit Report Homeless, Runaway, and Transitional Living Shelters

**Licensee:** Boys and Girls Aid Society of Oregon

**Chief Operating Officer:** Andrea Logan Sanders

**Program Director(s):** Ryan McCauley, Director of Shelter Services, Safe Place Shelter  
Makenzie Sjoden, Program Coordinator, Safe Place Shelter

**Date of Unannounced:** September 21, 2023

**Licensing Coordinator:** Tom Heidt

**Other Regulatory or Accrediting Agencies:**  
Oregon Dept. of Human Services (ODHS) Child Welfare

**Purpose:**  
Per OAR 419-400-0240 (1)(b) Children's Care Licensing is required to perform at least one unannounced site visit a year where children in care reside.

Previous Findings 2022 Site Visits	Repeat Findings Further Action Needed	Comments
<b>413-215-0726 Staff Development and Training</b> (4) Staff working with food must possess a food handler's card	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	This was a finding during the agency's last licensing renewal, but there were no findings at the last unannounced visit. The program has corrected this finding.
<b>413-215-0736 Service Planning</b> Plan w/in 72 hours with all involved parties and 30 day reviews. Physical, medical, mental health, education, and other needs; plus behavior management issues.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	This was a finding during the agency's last licensing renewal, but there were no findings at the last unannounced visit. The program has corrected this finding.

New Findings from Site Visit	
There are no findings based on this unannounced site visit.	

**Interview Summary**

There were some recent discharges, and census is down, so there was only one youth in the program. She had been there for two weeks and really enjoys the program. She had previously been to two other shelter programs that were both in Multnomah County as well as a psychiatric hospital. She really likes the staff at Safe Place. She stated they were “very cool” and “good advocates.” The client reported that the facility is clean. She said they have good food, and everyone gets more than enough. She feels safe in the program. Her goal is to find employment, and then move in with a friend. Her only issue is that she does not get to have her phone 24/7. She does get to use it in the lobby and whenever she is outside of the facility. I spoke to the Program Coordinator about this policy. It is an issue that is frequently reviewed. Kids in the program were taking pictures of other youth and staff then posting it on social media. My interview with the youth did not reveal any concerns.

I interviewed two staff at the facility. Both feel they have the support and training they need to do their jobs effectively. Neither noted any issues. I continue to be impressed with the leadership at the Safe Place Shelter. The agency has always seemed to be able to attract high quality staff. This is a difficult population to work with, but there have been very few issues over the years.

**Observations**

I attended the grand opening of the Safe Place when it originally opened very many years ago and have been in the facility many times since. It is an older building, but I have always found it to be clean and in good repair. The refrigerator, freezer, and shelves were organized and well-stocked. Bedrooms and bathrooms were clean and without odor. Emergency numbers, client rights, and evacuation routes are posted. Flashlights are available. Agency vehicles are well-used, but seem to be in good working order. Fire extinguishers were noted and staff carry a first aid kit when transporting youth. The kitchen will soon get a major renovation with walls being torn down, then new flooring and equipment installed. As a result, the agency has leased an apartment across the alley for food prep until the new kitchen is ready to be used. I toured the apartment which recently received an approved environmental health inspection. My walkthrough of the facility did not reveal any concerns.

**Corrective Actions and Timeframes:**

Please submit the following to verify compliance:

My unannounced site visit did not result in any corrective actions. No follow-up is required.

Licensing Coordinator's Signature: Tom Heidt Date: 10-2-2023

Manager Review: \_\_\_\_\_ Date: 9-29-2023