



## Northern & Central Regional Meeting Minutes

Wednesday, February 11, 2026

Description	Presenter	Time
<p><b>Welcome:</b> REDF joined for a Community of Practice segment on Workers' Compensation, focusing on internal practices, prevention strategies, and safety culture.</p>	Jessica	3 Minutes
<p><b>Department Updates:</b></p> <ul style="list-style-type: none"><li><b>Quarterly Safety Training (QST)</b><ul style="list-style-type: none"><li>QSTs may not be held on no-work or blackout days.</li><li>Trainings must occur on regular workdays using one of two approved formats:<ul style="list-style-type: none"><li>Training in the morning, followed by field work</li><li>Field work first, followed by training at the end of the day</li></ul></li><li>QST dates and locations are due by the end of the week.</li><li>QST template attached.</li></ul></li><li><b>February Non-Operating Days</b><ul style="list-style-type: none"><li>February 13 is a blackout date.</li><li>No work from February 13–16.</li><li>Crews resume Tuesday, February 17.</li><li>Updated Caltrans calendar attached</li></ul></li><li><b>Crew Supervisor Form</b><ul style="list-style-type: none"><li>Required for new supervisors and anyone overseeing B2W crews.</li><li>Submit to Regional Manager and cc assigned PaTS.</li><li>Forms are forwarded to Caltrans HQ for ride-along coordination.</li></ul></li><li><b>2026 B2W Stakeholder Meeting</b><ul style="list-style-type: none"><li>April 6, 2026,   Sacramento, CA</li></ul></li></ul>	Jessica	10 minutes

<ul style="list-style-type: none"> <li>○ Save-the-date has been distributed.</li> <li>○ Registration details coming soon.</li> </ul>		
<b>PaTS Updates:</b> <ul style="list-style-type: none"> <li>● <b>Bag Counts and Crew Sizes</b> <ul style="list-style-type: none"> <li>○ Standard crew size: 8</li> <li>○ Crews under 4 will not work or be paid</li> <li>○ Maximum reimbursable crew size: 9 (unless pre-approved)</li> <li>○ Target average: 900+/- bags</li> </ul> </li> <li>● <b>Weekly Timesheets</b> <ul style="list-style-type: none"> <li>○ Must be signed weekly by Caltrans supervisors</li> <li>○ Bi-weekly or monthly submissions are not accepted</li> <li>○ Compliance is being monitored</li> </ul> </li> <li>● <b>Incident Reports</b> <ul style="list-style-type: none"> <li>○ Ensure accuracy in spelling and supervisor information</li> <li>○ Leadership review is recommended prior to submission</li> <li>○ Reports are required for early participant departures</li> </ul> </li> </ul>	Darrell and Abraham	2 Minutes
<b>Invoicing Updates</b> <ul style="list-style-type: none"> <li>● <b>QST</b> <ul style="list-style-type: none"> <li>○ Must be entered as a regular workday for 8 scheduled crew members</li> <li>○ Only scheduled workers may be billed.</li> </ul> </li> </ul>	Alyssia	2 Minutes
<b>REDF Community of Practice – Workers' Compensation</b> <ul style="list-style-type: none"> <li>● Focused on consistent training, investigation practices, and safety culture</li> <li>● CEO shared OSHA training, competency programs, and evaluation methods</li> <li>● Structured investigation processes emphasized prevention over discipline</li> <li>● Five Keys reported a 33% reduction in claims through proactive safety practices</li> </ul>	REDF	40 Minutes
<b>Closing, End of Meeting</b>	Jessica	1 Minutes