



Northern & Central Regional Meeting Minutes

Wednesday, August 12, 2026

Description	Presenter
Welcome & Introductions	Jessica
Department Updates: • Contract Updates ○ All contract amendments have been distributed to sites. ○ The amendments include updated contract language, programmatic changes, and expectations for crews moving forward. ○ TMP one-year contracts have been extended for an additional year. ○ The goal is to ensure all amendments are completed without interruption to crew operations. • Mandatory Onboarding Sessions ○ Kimberly and Jessica will be hosting onboarding sessions next week to review new and updated contract expectations. ○ Registration links were sent via email. You must register. ○ Wednesday, 8/19/26 10am - 11am Registration Link: https://bcoe.zoom.us/meeting/register/wO4QN5XkQw-8XX0feAgCbw ○ Wednesday 8/19/26 1pm - 2pm Registration Link: https://bcoe.zoom.us/meeting/register/RuAor0W4XSQeZni3VsQKw ○ Friday, 8/21/26 11:30am - 12:30pm Registration Link: https://bcoe.zoom.us/meeting/register/BF8VZ0PvTLWCu9GoW9SdSg	Jessica

○ At least one representative from each site is required to attend one onboarding session. ○ Sites are encouraged to forward the registration information to any staff who would benefit from attending. • Salesforce/Data Tracking Training ○ Salesforce training will also be offered later this month. ○ Two Zoom training sessions are available: ○ August 26: 10:00 a.m. – 11:00 a.m. https://bcoe.zoom.us/j/92743734675 ○ August 27: 1:00 p.m. – 2:00 p.m. https://bcoe.zoom.us/launch/jc/97294651560 ○ At least one representative from each site is requested to attend. • Monthly Reporting Form ○ Monthly reporting forms are due by the 15th of each month. • Non-Operating Days ○ There are no non-operating days scheduled for August. ○ Upcoming September non-operating days are September 4–	
Program & Training Specialist Updates • Heat Illness Prevention ○ Supervisors should continue to review heat illness prevention practices with their crews, especially as temperatures increase. ○ Crews should have access to water, shade, and appropriate rest breaks throughout the workday. ○ Supervisors should monitor crew members for signs and symptoms of heat illness and take action if someone begins showing symptoms.	Abraham
Senior Administrative Assistant Updates • Invoicing-Cover Sheet ○ The information used to build the Cover Invoice has not changed. ○ We are simply streamlining the process for creating the invoice. ○ A new Invoice Process Cheat Sheet is attached to help guide sites through the updated process.	Cara
Community of Practice with Redefine Alliance • Job Placement Conversation	Abigail
Closing, End of Meeting	Jessica