

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE

444 E. Huntington Drive, Suite 205

Arcadia, Ca. 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

January 17, 2001

A meeting of the **Administrative Board** took place on the above date at 9:00am, at the Committee Office. Those members in attendance were:

Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Mr. Cliff Coslett	AT&T Local Services
Mr. Chris Bengtsson	City of Los Angeles
Ms Kathleen Dell	AT&T Wireless
Mr. Dan Lewis	Verizon California, Inc.
Mr. Mike Bogner	Sprint PCS
Ms. Lupe Hernandez	Pacific Bell
Mr. Cory Autrey	Pac Bell Wireless
Mr. Ernie Solorzano	So. Calif Edison Co.
Mrs. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Chris Bengtsson, called the meeting to order at 9:10 am.

APPROVAL OF MINUTES:

Mr. Bengtsson asked if the members had reviewed the December 2000 Board meeting minutes. He then asked for any corrections or comments on the December minutes. There being no corrections, additions, or deletions, Mr. Lewis made a motion to approve the minutes of December 11, 2000 as written. Mr. Solorzano seconded the motion, which upon voting, passed unanimously.

MANAGERS REPORT:

Ms. Corella reported gross expenses and capital investments for December 2000 were \$43,935.34. The members were assessed \$43,935.34. She reported that the month of December included an additional pay period, which resulted in the monthly expenses appearing higher than normal.

COMMUNICATIONS:

Ms. Corella reported that the Committee office has received a Chapter 11 notice from ICG Communications. Currently, ICG is past due on payment of their assessment invoices back to June 2000. A copy of the Chapter 11 filing was distributed to those members in attendance. The members decided upon returning to their organizations, they would research the status of their association via JPA with ICG.

Ms. Corella reported that after forty years with the Joint Pole Committee staff office, Ms. Hope Jarrard would officially retire effective February 3, 2001. Ms. Corella distributed copies of Ms. Jarrard's letter of retirement. It was decided that a small luncheon be held in the honor of Ms. Hope. In regards to the staff office, Ms. Jarrard's position will not be filled at this time.

Ms. Corella has received a letter from Nextel Communications applying for Committee membership. Ms. Corella stated that she has sent correspondence to Nextel outlining the criteria necessary for membership application. When Ms. Corella's receives the required information from Nextel she will notify the Committee.

SPECIAL REPORTS:

Ms. Corella reported on the application for membership status of Adelphia Communications. She stated that she has received the required information she requested from Adelphia. The Committee decided that the next step in the process would be to invite Adelphia Communications to the next Administrative Board meeting for an interview. Ms. Corella will send correspondence to Adelphia inviting them to the next Board meeting.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson, Ms. Goetz reported that Authorized Costs had not met in December. However, will meet in February 2001.

ad hoc Committee on Computer Communications

Chairman, Mr. Lewis, reported that Computer Communications had not met, however, he stated that the database conversion is complete. Ms. Corella reported that those members who had submitted their userID and password have been set up in the OpcAts system. Mr. Lewis stated that a Computer Communications conference call would be scheduled at the end of January. Members will be notified via e-mail.

OPERATING COMMITTEE

Chairman, Dan Lewis reported that the Operating Committee had met on December 11, 2000. (Please refer to the minutes of December 11, 2000 for details.) Ms. Corella reported on the status of the Committee staff. Mr. Richard Franco has been brought on as Administrative Aide, Ms. Angela Pranata will be transitioned to

Level Billing 1, and Ms Patty Randis will remain on state disability until March 16, 2001.

Mr. Lewis reported that the position of Committee vice-president continues to remain uncertain. Ms. Solorzano stated that he would volunteer to serve as Committee VP in the interim, until it is decided which Member will serve for the year 2001.

ad hoc Committee on Reorganization

Chairperson, Ms. Hernandez reported that Reorganization had not met at this time.

ROUTINE REVISION COMMITTEE

Chairman, Mr. Bengtsson reported Routine Revision had not met in December 2000, however, a meeting is scheduled for today.

Single Trip to Pole

Ms. Hernandez reported that the Committee has not met. However, she requested that Single Trip to Pole remain open.

CONSENT CALENDAR:

There were no items on the Consent Calendar.

DISCUSSION CALENDAR:

There were no items for discussion.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer - ***Routine Revision***
- Item 1259: Approved Contractor List - ***Single Trip to Pole***
- Item 1269: Unauthorized Attachment Penalties – ***Routine Revision***
- Item 1280: Authorized Signatures – ***Re-Organization***
- Item 1298: GTE/Verizon – Operating
- Item 1300: Pole Set in Same Hole - ***Routine Revision/Authorized Costs***
- Item 1301: AC Item 91(cable splicing)/Item 89 - ***Authorized Costs***
- Item 1303: Ground Line Re-Mediation - ***Authorized Costs***
- Item 1306: Budget Analysis – ***Operating***
- Item 1307: Pole Class - ***Routine Revision***
- Item 1308: Pole Pricing - ***Authorized Costs***

Mr. Lewis reported on Item 1298: GTE/Verizon, and stated that he should be receiving the official notice stating their name change from GTE California to Verizon California.

OPEN ADMINISTRATIVE BOARD ITEMS:

Item 1294: *Environmental Issues*

This issue will remain on the agenda to ensure that the Committee is aware and continually addresses any environmental issues. As a committee, organized to better serve the community, environmental issues are a social responsibility.

Item 1299: *Joint Utility Practices/Pole Loading*

This issue will remain an open item on the agenda to ensure that the Committee is continually aware of any changes in joint utility practices.

NEW BUSINESS: Known Items

There were no known items reported.

NEW BUSINESS: Unknown Items

Mr. Bengtsson reported DWP discovered some utilities are practicing irresponsible construction practices. He presented a picture to be viewed by the members reflecting a span of fiber optics and figure eight's all on the same span. He stated that DWP, as well as other members, are responsible for faulty construction due to reasons such as inexperience and large turnover within organizations. He stated DWP plans on taking a pro-active approach to ensure that responsible construction is being practiced, and he recommends that other member utilities do so as well.

Mr. Solorzano reported on Edison's plans for the year. In reference to pole replacement he stated that Edison has scaled back. Edison has identified approximately 3,500 deteriorated poles that require immediate replacement, and will be replaced in 2001. In regards to pole inspection, the original plan was to inspect 120,000 poles this year, however; Edison has cut this number back to 60,000 poles to be inspected. He stated that this year there would be a decline in JPA's with pole replacement activity. He reported that the contractors previously engaged by Edison have been terminated. Edison crews will now perform the work previously handled by contractors.

Ms. Dell inquired as to the effect on the Edison Joint Pole group. Mr. Solorzano responded stating that Edison has a 4-step plan. Step one is to eliminate field contractors, step two eliminate part-time and temporary staff, step three is financial cutbacks, and finally deciding which programs could be cut completely. Joint pole is within the power delivery portion of the organization, and power delivery is a core function of Edison, his group has not had to scale back on resources. However, the divisions that are experiencing cutbacks are customer service, HR and IT. Mr. Solorzano stated that any changes within Edison that would have an effect on the Joint Pole Committee, he would report immediately.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Computer Communications	1/30/01	Conference Call
Administrative Board	2/21/01	9:00 am Committee Office
Operating Committee	2/21/01	Following Administrative Board
Routine Revision Committee	2/21/01	Following Operating
Authorized Costs	2/21/01	Following Routine Revision

All meetings will be held at the SCJPC Office

ADJOURNMENT:

Mr. Bengtsson adjourned the meeting at 9:45 am, until February 21, 2001.

Mr. Chris Bengtsson, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

February 21, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Mr. Stephen Sawyer	MediaOne
Ms. Lupe Hernandez	Pacific Bell
Mr. Dan Lewis	Verizon California, Inc.
Mr. Cliff Coslett	AT&T Local Services
Mr. Stewart McClausland	XO Communications
Mr. Walt Jacobs	XO Communications
Mr. Mike Bogner	Sprint PCS
Mr. Lee Pemberton	MCI Communications
Mr. Dan Kjar	City of Azusa
Ms. Kathleen Dell	AT&T Wireless
Mr. Allen Nagel	MCI/ATS
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:10 A.M., and allowed for introductions of those in attendance.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the January Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes. Ms. Dell motioned to approve the minutes, Mr. Bogner seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported that gross expense for January 2001 totaled \$34,788.94. The members were assessed this amount.

COMMUNICATIONS:

Ms. Corella reported that she had contacted Mr. Roger Adams, the Committee legal council, in regards to the ICG bankruptcy. His recommendation was to notify ICG of the bankruptcy clause in the Agreement. He also stated that the Committee should file a claim with the court. Ms. Corella stated that the bankruptcy notice stated that the deadline for filing a claim would be sent to all creditors. She reported that at this time the office has not received a notice. However, if the Committee is listed on the schedule of creditors, and the amount owed the Committee is correct, then there is no need to file a claim. Currently, ICG is in default of the Agreement, however; since they have filed Chapter 11 Bankruptcy, they have 180 days from the filing date to assume the agreement. Ms. Corella reported that she is communicating with Mr. Roland Finger in order to attempt to assume the Agreement within the allowable time.

Ms. Corella reported that the Committee office has received the official notices stating the name changes for both Verizon Wireless, and Verizon California. Item 1298: GTE/Verizon was closed.

Ms. Corella announced that she has received a notice with the dates for this years Western Joint Use Workshop. The dates are April 18-20, and it will be held at the Crown Plaza, Las Vegas, Nevada.

SPECIAL REPORTS:

Adelphia Business Solutions has applied for membership. They have submitted all the necessary criteria requested by the Committee. They accepted the Committee's invitation to attend a Board meeting, and Mr. Glenn Albios attended the meeting as their representative. Mr. Lewis stated the purpose of the forum was to allow the members to ask questions in regards to the way Adelphia conducts business. Mr. Albios stated that they are a separate operation from the cable operation of his organization. He stated their core function is in supplying telephone service to customer. He stated they would be operating in Los Angeles, Orange, and San Bernardino counties. Mr. Lewis inquired as to how Adelphia would process JPAs. Mr. Albios stated that their intention is to handle the process in-house. Mr. McClausland asked if Adelphia had any intentions of purchasing space to lease out to tenants. Mr.

Albios stated that their intentions are to become joint owners and purchase space for their core business and personal use, not to lease space to tenants. Mr. Lewis asked if Adelphia was aware of the obligations of a joint owner, the methods and costs. He stated that being an owner does not guarantee space. The members asked Mr. Albios if Adelphia intended on being an active member of the Committee, which would require attending Committee meetings on a regular basis. He responded that Adelphia intends on becoming an active Committee member. Ms. Dell inquired whether they were prepared to handle an emergency. Mr. Albios stated that it would not be handled in-house, but by contracting out.

Upon completion of the interview, the members thanked Mr. Albios for attending, and stated they would notify him of any action.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson Sherri Goetz stated that Authorized Costs had not met in January.

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications had met on February 12, 2001. He reported that the meeting consisted of a trial training session presented by DBNT. The session was a preview of the training session that would be presented to the users who will be working with the JETS system on a daily basis. He stated that there are some remaining issues to address in regards to the training session. He reminded the members that when the user training session is scheduled, each member would be required to send someone from their organization to participate in the session. Mr. Lewis will be scheduling a conference call between DBNT and the members to clarify these issues.

Operating Committee

Mr. Lewis reported that the Operating Committee had met on January 17, 2001 (please refer to the minutes for further details). Mr. Lewis reported that he appointed Southern California Edison (or they volunteered) to serve as the Committee Vice President and chair all future Operating Meetings. Mr. Lewis stated that he would like to open and move to Discussion the issue of expenditure approval limits for the Operating Committee. This was prompted by the recent expenditure of a retirement gift for Ms. Hope Jarrad.

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in January. However, she stated that a copy of the 1998 Agreement with the 24 member signatures have been mailed to each member. In regards to the First Amendment to the Agreement, there are five outstanding signatures. Ms. Corella stated that she would send out second notices to those five members.

Routine Revision Committee

Mr. Bengtsson was not in attendance, however, Mr. Lewis reported that Routine Revision did not meet in January.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole had not met in January.

CONSENT CALENDAR:

No items

DISCUSSION CALENDAR:

Operating Committee Expenditure Limits

Mr. Lewis reported that at the last Operating Committee meeting an expenditure of \$2,500.00 for a retirement gift for Ms. Jarrard was approved by the Committee. According to Article VI of the By-laws, the expenditure approval limit allowable by the Operating Committee is \$2,000.00. Mr. Lewis stated that at the time, the Committee overlooked this issue. Since the expenditure exceeded the Operating expenditure limit by \$500.00, it requires Board approval. Therefore, Mr. Lewis moved this issue to the Consent Calendar for approval. Ms. Dell motioned to approve the \$2,500.00 expenditure. Ms. Hernandez seconded the motion, which upon voting passed unanimously.

Item 1306: Budget Analysis

The issue is the administration of the Budget, which was put on the Discussion Calendar by the Operating Committee. Currently, if an item has not been budgeted, or is not a line item on the Budget, it is assessed equally among the members. Everything else is assessed proportionately by non-useable footage among the members. A concern among members is what happens when a budgeted line item exceeds the limit. Currently, members are assessed equally when a budgeted line item exceeds its budgeted amount. Edison is of the opinion that any amount in excess of the budgeted amount should be assessed equally among the members. Ms. Dell stated that when the budget is created there is no way of forecasting the funds required. The only option is to utilize historical data in projecting the coming year. She recommended having the budget created and ready for discussion mid-year. This would allow time to recruit bids for future projects, and arrive at a truer projected budget. The decision is to have a draft budget ready for the Operating Committee by June. Item 1306: Budget Analysis will remain open for future discussion.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1269: Unauthorized Attachment Penalties – ROUTINE REVISION
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1298: GTE/Verizon - OPERATING
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1301: AC Item 91/89 - AUTHORIZED COSTS
- Item 1303: Ground Line Re-Mediation - AUTHORIZED COSTS
- Item 1306: Budget Analysis – OPERATING
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1309: ICG Bankruptcy - OPERATING

It was decided that all unfinished business remains open, with the exception of Item 1298: GTE/Verizon, which is closed.

Open Administrative Board Items

- Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

Mr. Lewis stated that Verizon and Edison are working together to arrive at a standard for pole loading. He reported that his office back east has given Verizon the option to decide which method they choose. He stated that this issue would need to be addressed in the future.

New Business

Known Items: – None

Unknown Items:

Ms. Goetz stated that she would like to request having the Board meet on the third Thursday of every month, as opposed to the third Wednesday of every month as it currently stands. The reason for her request is that Mr. Solorzano has a standing meeting every Wednesday within his organization. Ms. Dell stated that the Committee has always met at this date and time. Mr. Lewis stated that there was a time when the Committee met every other month, therefore; he did not see a problem with re-scheduling. It was decided that the regular monthly Board meetings would now meet on the third Thursday of every month. The Board will meet on Wednesday in March, and the new schedule will begin in April.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Administrative Board	03/21/01	9:00 a.m.	Committee Office
Operating Committee	03/21/01	Following	Admin. Board
Routine Revision	03/21/01	Following	Operating Ctte
Authorized Cost	03/21/01	Following	Routine Revision
Computer Comm.		To Be	Announced

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:30 a.m., until March 21, 2001.

Dan Lewis, President Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

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Fax: (626) 294-0872

March 21, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Mr. Stephen Sawyer	MediaOne
Ms. Lupe Hernandez	Pacific Bell
Mr. Dan Lewis	Verizon California, Inc.
Mr. Chris Bengtsson	City of Los Angeles - DWP
Mr. Sheldon Cox	City of Pasadena
Mr. D. Schnadener	City of Pasadena
Mr. Ernie Solorzano	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Mr. Lee Pemberton	MCI Communications
Mr. Allen Nagel	MCI Metro/ATS
Mr. Sean Matlock	Southern California Water
Ms. Kathleen Dell	AT&T Wireless
Mr. Allen Nagel	MCI/ATS
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:10 A.M.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the February Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes. Mr. Bogner motioned to approve the minutes, Ms. Goetz seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported that gross expenses for February 2001 totaled \$33,980.46. The members were assessed this amount.

COMMUNICATIONS:

Ms. Corella reported that the Committee office has received a notice from Altrio Communications requesting membership to the Committee. She distributed literature to the members pertaining to Altrio Communications, which included a financial statement and balance sheet. Ms. Corella stated that Altrio Communications had submitted all necessary information with the exception of the Certificate of Convenience and Necessity. It was decided that upon receipt of the above-mentioned item, Altrio Communications would be invited to the following Administrative Board meeting. Ms. Corella stated that she would contact Altrio, and notify them of the decision.

Ms. Corella reported that she had received the official notice from MediaOne stating their name change to AT&T Broadband. Ms. Corella will make the necessary changes.

Ms. Corella reported that the scheduled presentation by City of Riverside which pertained to their Test and Treat Program had been cancelled, and would possibly re-schedule next month.

SPECIAL REPORTS:

There were no special reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson Ernie Solorzano reported that Authorized Costs had met on March 20, 2001. (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications had a conference call on March 1, 2001. He stated that Computer Communications had also met on March 6, 2001, however, he was unable to attend. He asked Ms. Dell to report on that meeting, which had been held with DBNT. She stated that the members discussed action and section items, and

security levels. They discovered that there are some sections missing, and others duplicated in the system on drop down menus. She is currently working on this issue. Ms. Dell stated that there is a problem with the security levels, however, in her opinion this is something that can be addressed later. During the testing phase security is not a major issue, because there should be just one party from each member testing on the system. She stated that she would be working with Verizon on testing the JPA process from initial to final phase. Ms. Dell reported that in speaking with her programmer, he suggested that working with one database should be a primary objective. Mr. Lewis stated that concentration should be on eliminating the Clipper database and working with the SQL database. Ms. Dell stated that, concern should be on developing the OpcATs system to produce the necessary reports currently being calculated by Clipper.

Operating Committee

Ms. Goetz reported that Operating had met on February 21, 2001. (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in February. She reported that second notices have been sent to those five members that have not returned the signed Amendment signature pages. When the Committee office receives all signature pages, copies will be mailed to all members. Mr. Bengtsson reported that the Amendment requires city council approval, therefore, the process to obtain a signature may be a lengthy one. He stated that he would attempt to expedite the process.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision did not meet in February.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in February.

CONSENT CALENDAR:

Inspection Program Presentation – *City of Riverside*

Cancelled

Adelphia Business Solutions Membership Approval

Ms. Corella reported that the Committee had received all criteria necessary for membership. Mr. Pemberton made a motion to approve Adelphia Business Solutions request for membership. Mr. Bogner seconded the motion, which upon voting passed unanimously.

Mr. Pemberton questioned how the membership fee from new members is allocated. He is of the opinion that the membership fee should be put into reserve for unexpected expenditures. Mr. Lewis responded that the Agreement specifies just how new membership fees are to be allocated.

Ms. Hernandez questioned as to training new members on how to process JPAs. Mr. Lewis responded that it is the responsibility of members to train their staff on the JPA process. Upon approval new members receive a Routine Handbook to assist them in processing JPAs initially.

DISCUSSION CALENDAR:

There were no items scheduled for discussion.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1269: Failure to Purchase Interest – ROUTINE REVISION
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1301: AC Item 91/89 - AUTHORIZED COSTS
- Item 1303: Ground Line Re-Mediation - AUTHORIZED COSTS
- Item 1306: Budget Analysis – OPERATING
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1309: ICG Bankruptcy – OPERATING
- Item 1310: Adelphia Business Solutions - OPERATING

Ms. Corella reported on Item 1309: ICG Bankruptcy. She stated that she had received a call from the ICG corporate office in Denver, Colorado. The intent of their call was for clarification of the correspondence they received from the Committee in regards to their default status. Ms. Corella stated that she explained that ICG had 180 days from filing of Chapter 11 to remit any

monies due the Committee or their membership would be terminated. To reinstate their membership, ICG would have to apply for membership again, and pay membership fees. Ms. Corella reported that the Committee office received remittance from ICG and they are current at this time.

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

Mr. Lewis stated that he would like to report information pertaining to Item 1299: Pole Loading. He reported that Verizon California is getting ready to accept an Osmos program for pole loading calculations. This will allow Mr. Lewis to compare and verify accuracy for pole loading calculations used by their licensees. Mr. Lewis stated that the issue of space on a pole would no longer decide whether a utility may attach, but the structural strength of that pole will need to be considered as well. Another issue discussed deals with a third party attachment, which causes overloading of the pole, in this situation the cost of replacing the pole should be the burden of the party requesting attachment. In this case if the pole is overloaded at the time the third party requests attachment, then the cost is split. The members discussed this issue at length. Item 1299 will remain a standing open item for future discussion.

New Business

Known Items: – None

Unknown Items:

Mr. Bengtsson stated that he had some questions in regards to City of Vernon. He reported that Jun Santiago is the current planner for City of Vernon. He stated that he is aware that they are no longer a member of the Committee, and inquired about the procedure to re-instate them as a member, and how they would handle joint pole situations. Mr. Solorzano responded stating that they remain joint owners of any poles prior to 1998 until the poles are replaced. In regards to re-instatement, they must follow the procedure for requesting membership. Mr. Solorzano stated that Edison has been attempting to work out a third party agreement with City of Vernon, and is experiencing difficulty arriving at a agreement. Mr. Lewis stated that he is

experiencing a similar situation with City of Banning, who also decided to withdrawn from the Committee.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Computer Comm.	03/28/01	9:00 a.m.	Conference Call
Administrative Board	04/26/01	9:00 a.m.	Committee Office
Operating Committee	04/26/01	Following	Admin. Board
Routine Revision	04/26/01	Following	Operating Ctte
Authorized Cost	04/26/01	Following	Routine Revision

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:00 a.m., until April 26, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

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Fax: (626) 294-0872

April 26, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Cliff Coslett	AT&T Local Services
Ms. Lynn Prescott	Verizon Wireless
Mr. Mike Torelli	City of Riverside
Ms. Lupe Hernandez	Pacific Bell
Mr. Dan Lewis	Verizon California, Inc.
Mr. Chris Bengtsson	City of Los Angeles - DWP
Mr. Doug Schmaderer	City of Pasadena
Mr. Ernie Solorzano	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Mr. Lee Pemberton	MCI Communications
Ms. Terry Holte	Cingular Wireless
Mr. Pat Hohl	City of Riverside
Mr. Dennis Ennis	AT&T Wireless
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff
Ms. Angela Pranata	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:00 A.M., and allowed for introductions.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the March Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes. Ms. Hernandez motioned to approve the minutes, Mr. Bengtsson seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for March 2001 totaled \$30,640.49. The members were assessed this amount.

COMMUNICATIONS:

Western Joint Use Conference

Ms. Corella attended the conference, which was held in Las Vegas. She reported that the format this year was round table discussions. Every table had a facilitator, which discussed and answered questions in regard to the subject of that table. Ms. Corella reported that time did not allow her to attend all the tables, however, the discussions she attended were very informative. The tables she sat in on were Attachment Identification, Pole Loading, Rearrangement Techniques, Overloading Poles: Options to Replacement, and Gaining Leverage through Technology.

Charter Communications

Ms. Corella reported that she received a phone message from Charter Communications stating that they would like to re-open their application for membership. They had applied last year, and Ms. Corella stated that she mailed all the necessary information to them at that time.

SPECIAL REPORTS:

There were no special reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson Ms. Sherri Goetz reported that Authorized Costs had met on March 20, 2001, (Please refer to the minutes of that meeting for further details) and will meet again this afternoon.

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications did not meet. The scheduled test training session, which had been set for April 24, 2001 had been cancelled and will be re-scheduled. He reported that Ms.

Dell, who would facilitate the training session, felt she was not properly prepared at that time. Ms. Dell has compiled a training manual to be used by the member staff that will be utilizing OPcATS. Ms. Dell plans on re-scheduling the session within two weeks. Ms. Lewis stated that the members would be notified with the date and time.

Operating Committee

Ms. Goetz reported that Operating had met on March 21, 2001. (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in March. She reported that there are still outstanding Amendment Agreements that have not been signed and returned to the Committee office. Mr. Bengtsson stated that the lack of signatures should not have an impact on the way the business of new members is currently being administered.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision met on March 21, 2001, (please refer to the minutes of that meeting for further details).

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in March.

CONSENT CALENDAR:

Inspection Program Presentation – City of Riverside

Ms. Hernandez motioned to move the Inspection Program Presentation by the City of Riverside to the Discussion Calendar. Mr. Bengtsson seconded the motion.

DISCUSSION CALENDAR:

Inspection Program Presentation – City of Riverside

Mr. Torelli distributed the specification sheet for Pole Inspection for the City of Riverside. Mr. Hohl reported that Riverside intends on expanding their pole inspection program in regards to GO 165. They plan on inspecting 3,500 poles initially, and implementing the procedure currently being used by SCE. Ms. Hernandez questioned the issue of invoicing on a quarterly basis for pole inspections, which is the method utilized by SCE, versus seeing pole inspections on a JPA. She stated that much time and effort by the Committee has been invested at arriving at a fair Authorized Cost for inspection, and eliminating inspections from a JPA will eliminate the need for an Authorized Cost. Mr. Bengtsson remarked that originally he was an advocate of pole inspections on JPAs, but it appears that invoicing has proven much more effective for DWP.

The consensus was for the members to have their organizations review Riverside's program for approval. This issue will be on the Consent Calendar of the May Administrative Board meeting for final approval.

Adelphia Membership Fee Deposit - Operating

Mr. Lewis reported that this issue was discussed at the last Operating Meeting. The idea is to take the Adelphia fee and deposit the money into a reserve account to cover any operating costs, such as payroll, in the event that the account balance is low. Should a member find difficulty in paying the assessment invoices, the reserve money should suffice until that member is able to bring their balance current. Normally, the money is credited to the members proportionately against the latest monthly assessment. Mr. Pemberton stated that he would not be opposed to depositing the money into a reserve account, providing it was an interest earning account. Mr. Pemberton motioned to move the Adelphia issue to the Consent Calendar, and Mr. Bogner seconded the motion. Once on the Consent Calendar, Ms. Hernandez made a motion to transfer the Adelphia deposit to an interest earning reserve bank account, Mr. Pemberton seconded the motion, which upon voting, passed unanimously. Ms. Corella was instructed to handle the transfer of funds.

Item 1312: Review of 2001 Pole Prices – Authorized Costs

Ms. Goetz reported that in the opinion of SCE, the 2001 pole prices are exceptionally low, therefore, they should be reviewed. Mr. Lewis stated that this discrepancy should have been discovered prior to approval, however, it was not and the prices may need to be revised. It appears that the prices submitted by the City of Los Angeles are so low that they have skewed the weighted average pole price. The decision was to remove the prices submitted by the City of Los Angeles and vote on the pole prices again. The revised 2001 pole prices will be on the Consent Calendar of the May Administrative Board meeting.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1269: Failure to Purchase Interest – ROUTINE REVISION
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1301: AC Item 91/89 - AUTHORIZED COSTS
- Item 1303: Ground Line Re-Mediation - AUTHORIZED COSTS
- Item 1306: Budget Analysis – OPERATING
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1311: Web Pole Access for O/S Contractors – OPERATING
- Item 1312: Review of 2001 Pole Prices - AUTHORIZED COSTS
- Item 1313: Altrio Membership Application - OPERATING

Mr. Lewis inquired into Item 1313: Altrio Membership Application. Ms. Corella reported that she has not received their Certificate of Convenience and Necessity. However, Altrio submitted a Certificate to Operate an Open Video System, which is issued by the FCC. Since, its own public utilities commission mandates California, the certificate must be issued by the CPUC. Once the Committee office receives the required document, Altrio will be invited to the following Board meeting.

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

Mr. Lewis recommended assigning this item to Routine Revision. He reported that Verizon is piloting a pole loading program created by Osmose. The purpose of the program is to verify the information submitted by contractors that are engaged by Verizon licensees. What Verizon has discovered is that the calculation methods being applied are not consistent, and there are some poles that are overloaded beyond capacity. Mr. Lewis stated that this item must be addressed in Routine Revision to create basic guidelines for this issue. Mr. Bengtsson, the Chairperson of Routine Revision, stated that this issue would require lengthy discussion because there are many items that require serious consideration. Mr. Lewis recommended that the members attend the next Routine Revision meeting to discuss this issue further.

New Business

Known Items: – None

Unknown Items:

Mr. Torelli had a question in regards to pole stepping and GO 95. He stated in situations where a pole is next to a structure such as a wall or fence, at what point on the pole above the structure should the steps begin. He is aware of the space required from the ground to the first step, but he does not know what is required when the top of a structure is as high up as the first step. The members offered suggestions. Mr. Ennis stated posting a sign reading, “Do not Step”, or using temporary steps could help. The members suggested to Riverside that should they discover any poles with this situation to contact the joint owner to arrive at an agreement to handle it immediately, due to the possible danger to citizens.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Administrative Board	05/17/01	9:00 a.m.	Committee Office
Operating Committee	05/17/01	Following	Admin. Board
Routine Revision	05/17/01	Following	Operating Ctte
Authorized Cost	05/17/01	Following	Routine Revision

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:45 a.m., until May 17, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

May 17, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Ms. Lynn Prescott	Verizon Wireless
Mr. Malcolm Brown	Verizon Wireless
Mr. Eric Hart	Altrio Communications
Ms. Micki Cupoli	Altrio Communications
Mr. J. Craig Wayment	City of Glendale
Mr. Allen Nagel	MCI WorldCom
Mr. Cory Autrey	Sprint PCS
Ms. Lupe Hernandez	Pacific Bell
Mr. Dan Lewis	Verizon California, Inc.
Mr. Chris Bengtsson	City of Los Angeles – DWP
Mr. Stanley Hall	City of Los Angeles - DWP
Ms. Kathleen Dell	AT&T Wireless
Ms. Lynn George	AT&T Wireless
Mr. Ernie Solorzano	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Ms. Terry Holte	Cingular Wireless
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:05 A.M., and allowed for introductions.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the September Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes. Mr. Solorzano motioned to approve the minutes, Ms. Hernandez seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for September 2001 totaled \$31,001.66, which is an average month. The members were assessed this amount.

COMMUNICATIONS:

Winfirst (Bechtel Telecommunications)

Ms. Corella reported that she had been contacted by Mr. Lachner, of Bechtel Telecommunications, who are representing the interest of Winfirst and their application for membership to the Committee. Mr. Lachner has provided the Committee office with a copy of their CPCN, as well as proof of insurance liability.

Ms. Corella stated that Winfirst had a concern with the requested financial information. The response from the Membership is that according to the Agreement, entities requesting membership must show proof of financial solvency, by submitting a copy of a current financial statement and balance sheet.

It was agreed by the members that WinFirst be invited to the November 15, 2001 Board meeting for review by the Membership.

Ms. Corella reported that she had received a call from TyCom, whom she referred to Mr. Bengtsson, to answer questions she felt Mr. Bengtsson could better answer. Mr. Bengtsson reported that TyCom was under the impression that as a joint member, they would have certain rights to attach to poles. He stated that he clarified to TyCom that being a member did not guarantee pole attachment. Mr. Hart shared some information with the members his knowledge of TyCom.

SPECIAL REPORTS:

There were no special reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

May 17, 2001

Chairman, Mr. Ernie Solorzano reported that Authorized Costs had met on April 26, 2001, (Please refer to the minutes of that meeting for further details) and will meet again this afternoon.

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications met on May 16, 2001. Rather than routine, this meeting entailed a training session on OpCats facilitated by Ms. Kathleen Dell. Members attended along with the staff member that would be responsible for working on the OPcATS system. Mr. Lewis thanked Ms. Dell for an outstanding job on presentation of the training session, and the associated user-friendly tutorials. He reported that prior to scheduling the next meeting he would need to contact DBNT for necessary program enhancements reported during the training session. He stated that the Committee would facilitate future training. All members and one or two co-workers would need to attend a future OpCats training session. The members would then be responsible for training their respective staff on OpCats. Mr. Solorzano inquired as to how program usage would be implemented. Mr. Lewis responded that the initial implementation would be on a small and limited scale.

Operating Committee

Mr. Solorzano reported that Operating had met on April 26, 2001. (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in April.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision met on April 26, 2001, (please refer to the minutes of that meeting for further details).

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in April. Mr. Bengtsson commented that any discussion involving Single Trip, he would like to be notified and be a participant in that discussion.

CONSENT CALENDAR:

Inspection Program Presentation – City of Riverside

Ms. Hernandez stated she had a question for Riverside. The question is whether the billing of inspections will be on a JPA or quarterly billing. She is of the opinion that if inspections are billed on a JPA, then it will go on record. Mr. Lewis stated that the method of pole inspection is up for approval, not the method in which pole inspections are billed. Ms. Dell motioned to move this issue to next month's consent calendar, in that Riverside was not present, therefore unable to answer any questions. Mr. Lewis responded that Riverside had solicited questions after their presentation, therefore, members had the opportunity then. Since there were no further questions, Mr. Lewis asked for a motion to approve this item. Mr. Bengtsson motioned to approve the City of Riverside's inspection program. Mr. Solorzano seconded the motion, which upon voting passed unanimously.

Item 1312: Revised 2001 Pole Prices – Authorized Costs

Mr. Lewis stated that all members should have received notification via e-mail with an attachment reflecting the proposed revised 2001 pole prices. Therefore, he asked for a motion to approve this issue. Mr. Bogner motioned to approve the revised 2001 pole prices. Mr. Solorzano seconded the motion. Mr. Bengtsson and Mr. Albios abstained. Having the required voting shares, this issue carried and was approved retroactive to January 2001.

DISCUSSION CALENDAR:

Item 1301: Auth Costs Items 91/Item 89 – Authorized Costs

Mr. Solorzano opened the discussion by asking the members if they had received an e-mail with an attachment copy of the proposed costs for the above mentioned items. He asked for any questions or suggestions. Ms. Dell stated that there are cases when cable splicing exceeds the proposed costs. Mr. Lewis responded that extra-ordinary cable splicing situations would continue to be handled via special agreement, and that these costs were for standard situations. Mr. Solorzano stated that he would like these costs retroactive to January 2001. Ms. Hernandez stated that billed items should not be re-opened for billing. She stated that the costs were approved by the Committee, in which she has provided Authorized Costs documentation at prior meetings,

and were in the Routine at the time of billing. Mr. Solorzano stated that in his opinion some of the billed costs were very unreasonable. Ms. Hernandez responded that his planners had the opportunity to question these costs prior to billing and arrive on a special agreement cost other than what was in the Routine. Mr. Lewis stated he was in agreement that the current costs are unreasonably high, however, he questions the issue of retroactive billing. It was agreed that retroactive billing issues would be discussed among the members, outside of the meeting. Mr. Bengtsson motioned to move this issue to the Consent Calendar for approval, which was approved by all members. Once on consent, Mr. Lewis asked for a motion to approve Item 1301. Ms. Hernandez motioned to accept the proposed costs for Item 1301 with an effective date of June 1, 2001. Mr. Solorzano seconded the motion which upon voting, passed unanimously.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1269: Failure to Purchase Interest – ROUTINE REVISION
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1301: AC Item 91/89 - AUTHORIZED COSTS
- Item 1303: Ground Line Re-Mediation - AUTHORIZED COSTS
- Item 1306: Budget Analysis – OPERATING
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1311: Web Pole Access for O/S Contractors – OPERATING
- Item 1312: Review of 2001 Pole Prices - AUTHORIZED COSTS
- Item 1313: Altrio Membership Application - OPERATING
- Item 1314: Antenna/Micro-Cell Identification - ROUTINE REVISION

Mr. Solorzano referred to Item 1314: Antenna/Micro-Cell Identification, and inquired whether the members had received his e-mail message request of identifying poles with antenna/micro-cell attachments. Mr. Solorzano stated that SCE is concerned with the safety of their employees, and the RF generated from micro-cell antennas.

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

Ms. Dell stated that Item 1299: Joint Utility Practices/Pole Loading should be assigned to an ad hoc Committee for discussion. Mr. Lewis responded that it is assigned to Routine Revision. Mr. Brown remarked that GO 95 addresses pole loading. Ms. Dell stated that this issue needs to be addressed. Mr. Lewis stated that it would be discussed further in Routine Revision

New Business

Known Items:

SCE request for antenna/micro-cell pole information.

Mr. Solorzano stated that his organization is soliciting a list of jointly owned poles that have such equipment attached. He reiterated that SCE's safety department has concern with employee health and safety. Once again he requested that those members with antenna/micro-cells on poles, please provide a list identifying those poles to SCE.

Unknown Items:

ACE Project - SCE

Mr. Solorzano reported on the Alameda Corridor-East Project. Since train traffic is predicted to increase by 60 percent in the year 2020, this project is dealing with improving railroad crossings, which have an adverse impact on motor vehicle traffic. Mr. Solorzano distributed literature, which he acquired from a meeting he attended on the project. He stated his reason for informing the members of this project is, in the event of construction required anywhere near railroad crossings, they would need to contact the authorities handling the ACE Project. Once again, Mr. Solorzano reiterated that he wanted to ensure that the members were aware of this project.

SCE sale of Assets to State of California

May 17, 2001

Mr. Solorzano reported that his organization is in the process of identifying which assets would be sold to the state of California. SCE is not sure whether the State would enter as a third party, or join the Committee. As SCE continues to work on this issue, Mr. Solorzano stated that he would keep the Committee informed of any action.

City of Azusa Pole Inspection Presentation

Mr. Kjar reported that the City of Azusa would be ready to present their pole inspection program by the next Board meeting.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Computer Communication	05/31/01	9:00 a.m.	Committee Office
OpCats Training(Tentative)	06/20/01	8:00 a.m.	Committee Office
Administrative Board	06/21/01	9:00 a.m.	Committee Office
Operating Committee	06/21/01	Following	Admin. Board
Routine Revision	06/21/01	Following	Operating Ctte
Authorized Cost	06/21/01	Following	Routine Revision

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:45 a.m., until June 21, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

June 21, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Stephen Sawyer	AT&T Broadband
Mr. Vance Sallee	AT&T Broadband
Mr. Cory Autrey	Verizon Wireless
Mr. Malcolm Brown	Verizon Wireless
Ms. Lupe Hernandez	Pacific Bell
Mr. Dan Lewis	Verizon California, Inc.
Mr. Chris Bengtsson	City of Los Angeles – DWP
Mr. J Craig Wayment	City of Glendale
Mr. Lee Pemberton	MCI WorldCom
Mr. Allen Nagel	MCI WorldCom
Mr. Sheldon Cox	City of Pasadena
Mr. Ernie Solorzano	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Ms. Terry Holte	Cingular Wireless
Mr. Glenn Albios	Adelphia Business Solutions
Mr. Dan Kjar	City of Azusa
Mr. Ernie Solorzano	So. Calif. Edison Co.
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff
Guests: Mr. Jim Palma	So. Calif. Edison Co.
Mr. David Kimball	Osmose Inc.
Mr. Michael Castro	Osmose Inc.

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:00 A.M., and allowed for introductions.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the May Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes.

Ms. Goetz motioned to approve the minutes, Mr. Wayment seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for May 2001 totaled \$28,184.25, which fell below an average month. The members were assessed this amount.

COMMUNICATIONS:

None to report.

SPECIAL REPORTS:

Clearance Requirements on Placement of Antennas – SCE

Mr. Palma reported on behalf of SCE the safety standards in regards to antenna placement on poles. He stated the primary concern of SCE is employee safety. He reported on the SCE newly implemented worker safety policy in reference to radio frequency (RF) antennas. The policy is prompted by the September 1, 2000 FCC standards set for RF antennas with transmitters operating between 300 kHz to 1000 MHz. The issue is the amount of clearance necessary to safely limit RF exposure to linemen and the public. He reported that SCE has developed clearance space for both directional and Omni-directional antennas. He stated that some utilities shut down when SCE is working on such poles. However, SCE felt this was not in the best interest of all concerned, in that customer service would be interrupted. SCE then considered their best option would be to develop safety clearances. Mr. Palma reported SCE is concerned with liability problems, since the FCC has set standards. He reported that some potential health hazards to workers are biological damage to sensitive body tissue, and damage to reproductive organs. He distributed a list reflecting the required clearances on SCE towers and poles (see attachment). A six-foot minimum clearance is required between power level and cellular antenna. Mr. Brown stated that it has always been six-foot minimum, but if guarded four feet was allowed. Mr. Palma responded that GO 95 allowed four-feet, but that was for cable conductors and there is nothing in GO 95 that addresses cellular antennas. Mr. Bengtsson reported that GO 95 has discussed the issue of safety in regards to cellular antennas, however, has not set any regulations.

Mr. Palma reported that the SCE guidelines are effective now. The clearances differ between directional and Omni-directional antennas. Mr.

Palma stated that if members had any further questions, he would gladly return next month and answer any concerns and questions.

Inspection Presentation Program – City of Azusa

Mr. Kjar distributed the specification requirement sheets to the members for their review. Mr. Schnubel of Osmose conducted the presentation of the inspection program currently being implemented by the City of Azusa. This issue will be on the July consent calendar for approval by the Committee.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairman, Mr. Ernie Solorzano reported that Authorized Costs met on May 17, 2001, (please refer to the minutes of that meeting for further details).

ad hoc Committee on Computer Communications

Mr. Lewis reported that Computer Communications met on June 14, 2001 to discuss further enhancements to the OpCats program. The scheduled training classes were cancelled due to the Committee web page being attacked by hackers. Mr. Lewis reported that Mr. Koch and Mr. Atalla have suggested hosting the server off site. If the server were hosted off site, the costs would include maintaining a firewall to prevent any future attacks to the web page, e-mail maintenance, and backing up of files. Mr. Lewis reported that this would relieve the Committee office of trouble shooting problems and maintaining the server. Mr. Atalla has submitted a monthly quote, and Mr. Koch has been asked to acquire a few more quotes as comparison. Mr. Lewis stated that the server is in need of replacement and by hosting there is no need to purchase a server. Until the server is stable, there is a hold on any training sessions at this time.

Operating Committee

Mr. Solorzano reported that Operating had met on May 17, 2001. (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in May.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision met on May 17, 2001, (please refer to the minutes of that meeting for further details).

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in May, and the Committee office has not received all the signed amendments to date.

CONSENT CALENDAR:

Item 1302: Ground Line Re-Mediation (Auth Cost Item #17).

Mr. Solorzano reported that the Authorized Cost Committee has created standard costs for wood pole fiberglass wrap restoration. The proposed costs are as follows:

- a) Pole set in dirt.....\$770.00
- b) Pole set in asphalt.....\$910.00 (incl. Cost of \$140 for asphalt)
- c) Pole set in concrete.....\$1015.00 (incl. Cost of \$245 for concrete)

The members briefly discussed these costs then Mr. Solorzano motioned to accept the proposed costs effective January 1, 2001. Mr. Bogner seconded the motion, which upon voting, passed unanimously.

DISCUSSION CALENDAR:

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1269: Failure to Purchase Interest – ROUTINE REVISION
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1303: Ground Line Re-Mediation - AUTHORIZED COSTS
- Item 1306: Budget Analysis – OPERATING
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS

- Item 1313: Altrio Membership Application - OPERATING
- Item 1314: Antenna/Micro-Cell Identification - ROUTINE REVISION
- Item 1315: Test and Treat Records – OPERATING
- Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

New Business

Known Items:

No known items.

Unknown Items:

No unknown items.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Computer Conference Call	06/28/01	9:00 a.m.	Committee Office
Administrative Board	07/19/01	9:00 a.m.	Committee Office
Operating Committee	07/19/01	Following	Admin. Board
Routine Revision	07/19/01	Following	Operating Ctte
Authorized Cost	07/19/01	Following	Routine Revision

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:45 a.m., until July 19, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

New Approach Clearances on SCE Towers and Poles:

1. Working near Omni-directional antennas.....10 ft.
2. Passing by Omni-directional antennas..... 3 ft.
3. Working from the back of directional and microwave ant.....3 ft.
4. Passing by, from the back of directional and microwave ant...1 ft.
5. Passing by, in front of directional and microwave ant.....3 ft
6. Working in front of directional and microwave ant.....10 ft

Attachment

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE

444 E. Huntington Drive, Suite 205
Arcadia, Ca. 91006
Phone: (626) 294-0820
Fax: (626) 294-0872

July 19, 2001

A meeting of the **Administrative Board** took place on the above date at 9:00am, at the Committee Office. Those members in attendance were:

- | | |
|---------------------|-----------------------------|
| Mr. Malcolm Brown | Verizon Wireless |
| Ms. Lynn Prescott | Verizon Wireless |
| Mr. Glenn Albios | Adelphia Business Solutions |
| Mr. Chris Bengtsson | City of Los Angeles |
| Ms Kathleen Dell | AT&T Wireless |
| Mr. David Barrett | AT&T Local Services |
| Ms. Ellen Blunt | Verizon California, Inc. |
| Ms. Betty Tenorio | Verizon California, Inc. |
| Mr. Mike Bogner | Sprint PCS |
| Ms. Terry Holte | Cingular Wireless |
| Mr. Dan Kjar | City of Azusa |
| Mr. Sheldon Cox | City of Pasadena |
| Mr. Allen Nagle | MCI WorldCom |
| Mr. Ernie Solorzano | So. Calif Edison Co. |
| Ms. Sherri Goetz | So. Calif. Edison Co. |
| Ms. Jennie Corella | Committee Staff |
| Guest: | |
| Ms. Lynn George | AT&T Wireless |

CALL TO ORDER:

In the absence of Mr. Dan Lewis (President), Mr. Ernie Solorzano (Vice-President) called the meeting to order at 9:10 am. Mr. Solorzano reported that the Pacific Bell representative was unable to attend, nor able to send an alternate to the Board meeting. Therefore, it appeared that the representation did not meet the quorum required for approval of any Consent items. He stated that the items on the Discussion Calendar may not be moved to the Consent Calendar for approval. He then allowed for introductions.

APPROVAL OF MINUTES:

Mr. Solorzano asked if the members had reviewed the June 2001 Board meeting minutes. He then asked for any corrections or comments on the June minutes. There being no corrections, additions, or deletions, Mr. Bogner made a

motion to approve the minutes of June 21, 2001 as written. Ms. Goetz seconded the motion, which upon voting, passed unanimously.

MANAGERS REPORT:

Ms. Corella reported gross expenses and capital investments for June 2001 were \$39,452.36. The members were assessed \$39,452.36. She reported that the month of June included an additional pay period, which resulted in the monthly expenses appearing higher than normal.

COMMUNICATIONS:

Ms. Corella reported that due to the work and effort of Ms. Hernandez and Pacific Bell, the Committee office-staff sit within individual cubicles. This allows the billing staff less distraction, which should result in increased efficiency and productivity. She reported that the only cost to Committee members is delivery and set-up, totaling approximately \$600.00.

Ms. Corella reported that she received communications from Mr. Acebo of Altrio Communications. He stated that Altrio has been granted a CPCN certificate as of July 12, 2001. As soon as the Committee office receives a copy of the official document, Altrio will be invited to attend a Board meeting.

SPECIAL REPORTS:

There were no Special Reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairman, Mr. Solorzano reported that Authorized Costs had met on June 26, 2001 (please refer to the minutes of that meeting for further details). He apologized for the cancellation of the meeting he had scheduled with the power members to review the current Authorized Costs. However, he stated he would notify those members when the meeting is re-scheduled. He inquired if the wireless members had met to discuss their concerns with the current Authorized Costs effecting their business. Ms. Dell responded that Mr. Brown of Verizon Wireless, Mr. Bogner of Sprint PCS, and herself representing AT&T Wireless had arranged a conference call to discuss Authorized Costs. They would bring their concerns to the table at the next Authorized Costs meeting.

ad hoc Committee on Computer Communications

Chairman, Mr. Dan Lewis was not present, therefore, Ms. Dell reported on his behalf. Ms. Dell reported that while working on OPCaTS, she has discovered some minor programming problems which require correction. She explained the issues, and stated that DBNT has been notified to make the necessary corrections. Mr. Bengtsson

reported that the Committee has decided that it would be in the best interest of the Board that the SCJPC web site be hosted on an off site server. This issue was on the Discussion Calendar with the possibility of moving to Consent and approval, however, due to the lack of a quorum, the issue would remain on the Board Agenda.

OPERATING COMMITTEE

Chairman, Mr. Solorzano reported that Operating had met on June 21, 2001 (please refer to the minutes of that meeting for further details). Mr. Solorzano stated that one issue discussed at the meeting was the Verizon correspondence regarding partial assignment of the SCJPC Agreement to Citizens Utilities. He then distributed the correspondence and a draft of the response, which states that the Committee is denying the request of partial assignment. Mr. Solorzano stated that the reasoning behind the denial is that Citizens would gain the benefits of the Committee and their Agreement, without becoming a member and paying the initial fee.

Ms. Blunt reported that according to her knowledge, the sale of assets to Citizens is currently on hold until approximately October 2001.

ad hoc Committee on Reorganization

Chairperson, Ms. Hernandez was unavailable.

ROUTINE REVISION COMMITTEE

Chairman, Mr. Bengtsson reported Routine Revision had not met on June 26, 2001 (please refer to the minutes of that meeting for further details).

Single Trip to Pole

Mr. Solorzano reported that Pacific Bell chairs this ad hoc committee, and would remain open for further discussion.

CONSENT CALENDAR:

Inspection Program-City of Azusa

SCE reported that there were some concerns with the City of Azusa Inspection Program. Mr. Solorzano stated that he had contacted Mr. Kjar with his concerns, and that Mr. Kjar is addressing the issues

It is required that 75% of voting shares be present in order for Board approval. It was determined that there were only 68% voting shares represented at the meeting; therefore, the Consent Calendar could not be approved. This item would remain on the Agenda for next month.

DISCUSSION CALENDAR:

Verizon Request for Agreement Assignment – Operating
Item 1308: Methodology for Pole Prices – Authorized Costs
Item 1307: Pole Class (Table Page 15.3 of Routine)-Routine Revision
Server Off-Site Hosting Proposal-Operating

In that this meeting did not constitute a quorum, the Discussion Calendar would remain open and these items would be put on the August Board Meeting Agenda.

OTHER ITEMS: Unfinished Business

Item 1235: Cost Causer - ***Routine Revision***
Item 1259: Approved Contractor List - ***Single Trip to Pole***
Item 1280: Authorized Signatures – ***Re-Organization***
Item 1300: Pole Set in Same Hole - ***Routine Revision/Authorized Costs***
Item 1306: Budget Analysis – ***Operating***
Item 1307: Pole Class - ***Routine Revision***
Item 1308: Methodology for Pole Pricing - ***Authorized Costs***
Item 1313: Altrio Membership Application - ***Operating***
Item 1314: Antenna/Microcell Identification - ***Routine Revision***
Item 1315: Test and Treat Records - ***Operating***
Item 1316: Review of 2002 Authorized Costs - ***Authorized Costs***

OPEN ADMINISTRATIVE BOARD ITEMS:

Item 1294: *Environmental Issues*

Item 1299: *Joint Utility Practices/Pole Loading*

NEW BUSINESS: Known Items

There were no known items reported.

NEW BUSINESS: Unknown Items

Ms. Blunt inquired if the members were familiar with an organization known as Shotspotters. She stated that the County Sheriff’s department is contracting this organization. Mr. Bogner stated that he believes this organization handles audio equipment, which locates the sounds set off by gunshot fire. He believes the equipment is attached to poles, and its function is to detect the sound and relay it to a station which can then position where this sound is originating. Ms. Blunt stated that the equipment is an audio sensor and that the Shotspotter organization is attempting to contact pole owners for permission to mount the sensors on their poles. Ms. Blunt stated that she felt the members should be aware of this information.

Mr. Solorzano reported on the placement and bonding of steel poles by his organization. His organization is working on requirements, and when they are identified, Mr. Solorzano will present them to the Board at a future meeting.

Ms. Dell announced that there would be two OPCaTS training sessions scheduled for August 8th and 9th. She requested the members notify the Committee office with the date and the number of people they plan on having attend. The members will be contacted with further information.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Administrative Board	8/16/01	9:00 am	Committee Office
Operating Committee	8/16/01	Following Administrative Board	
Routine Revision Committee	8/16/01	Following Operating	
Authorized Costs	8/16/01	Following Routine Revision	

All meetings will be held at the SCJPC Office

ADJOURNMENT:

Mr. Solorzano adjourned the meeting at 10:30 am, until August 16, 2001.

Mr. Ernie Solorzano, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

August 16, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Dan Lewis	Verizon California
Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Mr. Stephen Sawyer	AT&T Broadband
Mr. Chris Bengtsson	City of Los Angeles
Mr. Ernie Solorzano	So. Calif. Edison Co.
Ms. Lupe Hernandez	Pacific Bell
Ms. Terry Holte	Cingular Wireless
Mr. Craig Wayment	City of Glendale
Mr. Doug Schmaderer	City of Pasadena
Mr. Mike Bogner	Sprint PCS
Mr. Sean Matlock	So. Calif. Water
Ms. Kathleen Dell	AT&T Wireless
Ms. Lynn George	AT&T Wireless
Ms. Sherri Goetz	So. Calif. Edison Co.
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:05 A.M., and delayed introductions until later in the meeting.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the July Administrative Board Meeting, as well as the minutes from the August 2nd Administrative conference call. Ms. Hernandez stated that the June minutes could not be approved due to a lack of quorum. Ms. Hernandez motioned to record correction of the July minutes which states June minutes approval, and to approve the June minutes at the current meeting. Mr. Wayment seconded the motion, which upon voting, passed unanimously. Mr. Lewis then solicited a motion to approve the July minutes. Mr. Bengtsson motioned to approve the minutes, Mr. Bogner seconded the motion, which upon voting, passed unanimously. Mr. Lewis solicited a motion of approval for

the Administrative Board conference call on August 2, 2001. Ms. Hernandez motioned to approve the conference call minutes, and Mr. Solorzano seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported that gross expense for July 2001 totaled \$32,354.08. The members were assessed this amount.

COMMUNICATIONS:

There were no communications to report.

SPECIAL REPORTS:

Altrio Communications Interview

The Altrio representatives introduced themselves to the membership. The representatives were David Rozzelle, David Large, Eric Hart, Jim Prickett and Bob Acebo. Mr. Rozzelle, who is the organizations CEO, gave a brief history of the corporation. He stated their primary purpose is to build a residential broadband network in the greater Los Angeles area. He further stated that the decision to have the organizations officers attend was to convey to the membership how serious Altrio's desire and commitment is to joining the Committee. Mr. Lewis mentioned to Altrio that membership does not guarantee space on the poles, but it would help with the methodology. He also questioned whether Altrio intends on active membership, which includes attending Board and sub-committee meetings. Altrio responded with a positive. Mr. Bengtsson inquired if Altrio is considering lease agreements, or primarily attaching on poles via joint ownership. Mr. Hart responded that primarily they are interested in joint ownership. Mr. Lewis questioned whether Altrio had any intentions of sub-letting pole space, or to use pole space for the core purpose of their organization. They responded stating the space would be for core business purposes only. The members further interviewed the Altrio representatives, then thanked them for their time.

Southern California Edison – Composite Poles

This report regards to steps for composite poles. The steps that SCE has been using proved inferior, therefore, SCE has acquired a new vendor whose product have proven higher quality. Therefore, SCE plans on concentrating on step replacement through the first quarter of next year.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson Ernie Solorzano stated that the electric utilities had met to discuss Authorized Costs and continue to review the costs.

ad hoc Committee on Computer Communications

Mr. Lewis reported that Computer Communications did not meet. He reported that the web page has been moved to the hosting facility, and has not experienced any problems. He stated that a training session would be scheduled and that the members would be notified of the dates and time.

Operating Committee

Mr. Solorzano reported that Operating met on July 19, 2001 (please refer to the minutes of that meeting for further details). He reported that he took the Committee staff to lunch as a sign of appreciation for the extra hours that they are working.

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in July.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision did not meet in July.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in July.

CONSENT CALENDAR:

Inspection Program – City of Azusa

Mr. Solorzano reported that he had some concerns with this inspection program, however, he contacted Mr. Kjar, and Mr. Solorzano stated that he has been given reassurance. Mr. Bengtsson stated in reviewing the inspection program, that it contained mention of Mitci-fume. Ms. Hernandez stated that the City of Pasadena like Azusa is employing Osmose to handle inspections, and the Osmose representative stated during the Pasadena presentation that they no longer use Mitci-Fume. It is noted in these minutes that Mr. Dan Kjar of the City of Azusa reported at the June Board meeting that their inspection program does not use Mitci-Fume. Mr. Solorzano motioned to accept the City of Azusa inspection program. Mr. Wayment seconded the motion, which upon voting, passed unanimously.

DISCUSSION CALENDAR:

*Item 1308: Methodology for Pole Prices – **AUTHORIZED COSTS***

Ms. Dell questioned whether a new methodology had been established. Ms. Hernandez responded that nothing had been established, but that it was decided to put the item on discussion and bring this issue to the attention of the other members. Mr. Bengtsson stated the concern is that the current member reimbursement for placement of a pole is less than the actual cost the member incurs for pole placement. Therefore, the primary objection of reviewing the current pole price methodology is deciding whether the method is equitable. Mr. Solorzano stated that this issue would be discussed extensively at the next Authorized Costs meeting.

*Item 1307: Pole Class (Table Page 15.3 of Routine) - **Routine Revision***

This item pertains to the above-mentioned table in the Routine Handbook. Ms. Dell explained that this table should be reviewed by the membership to ensure that the pole class requirements are appropriate to the standards of today. The members decided this chart needed clarification. Ms. Corella will make the corrections/clarifications.

*Item 1306: 2002 Budget Analysis – **Operating Committee***

The members reviewed the proposed budget draft. Mr. Lewis stated if there was no further discussion or concerns with the proposal, this item should be voted upon. Mr. Solorzano motioned to adopt the 2002 Budget proposal. Ms. Dell seconded the motion, which upon voting, passed unanimously.

*Item 1313: Altrio Communications Application – **Operating Committee***

Mr. Lewis remarked that up for discussion was Item 1313: Altrio Membership Application. Mr. Lewis stated that he was pleased with their presentation/interview and is of the opinion that they are well qualified for membership. Mr. Wayment stated that he also was very impressed with their presentation, and he agreed with Mr. Lewis. Mr. Lewis then solicited a motion to accept Altrio for membership. Mr. Bogner motioned to accept Altrio Communications for membership. Mr. Wayment seconded the motion, which upon voting, passed unanimously.

OTHER ITEMS: Unfinished Business

Item 1235: Cost Causer – ROUTINE REVISION
Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
Item 1280: Authorized Signatures – RE-ORGANIZATION
Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
Item 1306: Budget Analysis – OPERATING
Item 1307: Pole Class - ROUTINE REVISION
Item 1308: Pole Pricing - AUTHORIZED COSTS
Item 1313: Altrio Membership Application – OPERATING
Item 1314: Antenna/Microcell Identification - ROUTINE REVISION
Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS

The following items were closed at this meeting:

Item 1306, and **Item 1313**.

There were no new assigned items.

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

New Business

Known Items:

Mr. Bengtsson reported that the City of Los Angeles has contracted with Asplen to handle pole replacement. He predicts that DWP will replace approximately 1,200 poles during the 2001 fiscal year.

Unknown Items:

August 16, 2001

Mr. Lewis reported that Verizon California has requested pole-loading calculations from their cable-tv tenants. He questioned the members if they were aware of any training classes provided on pole loading. He stated his organization was in need of such a product in that there are many difference programs used for calculating pole loading.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Administrative Board	09/20/01	9:00 a.m.	Committee Office
Operating Committee	09/20/01	Following	Admin. Board
Routine Revision	09/20/01	Following	Operating Ctte
Authorized Cost	09/20/01	Following	Routine Revision
Computer Comm.		To Be	Announced

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 11:50 a.m., until September 20, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

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September 20, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Dan Lewis	Verizon California
Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Mr. Cliff Coslett	AT&T Local Services
Mr. Chris Bengtsson	City of Los Angeles
Ms. Lupe Hernandez	Pacific Bell
Ms. Terry Holte	Cingular Wireless
Mr. Allen Nagel	MCI WorldCom
Mr. Doug Schmaderer	City of Pasadena
Mr. Mike Bogner	Sprint PCS
Mr. Glenn Albios	Adelphia Business Solutions
Ms. Kathleen Dell	AT&T Wireless
Ms. Lynn George	AT&T Wireless
Ms. Sherri Goetz	So. Calif. Edison Co.
Mr. Eric Hart	Altrio Communications
Ms. Micki Cupoli	Altrio Communications
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:05 A.M.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the August Administrative Board Meeting. After reviewing the minutes, Mr. Lewis inquired if there were any corrections, additions, or deletions. Mr. Bengtsson motioned to approve the minutes as written, and Mr. Bogner seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported that gross expense for August 2001 totaled \$33,013.86. The members were assessed this amount.

COMMUNICATIONS:

Ms. Corella reported that the Committee office had received many inquiries in the past month in regards to membership. Mr. Gerard Lynch of TyCom, which is situated in New Jersey, has contacted Ms. Corella stating an interest in joining the Committee. Ms. Corella reported that she has been corresponding with Mr. Lynch, and reported that he stated he would be submitting the necessary documents required for membership.

Western Integrated Networks DBA Winfirst has also contacted Ms. Corella and has expressed an interest in membership. She stated that WinFirst has submitted a copy of the franchise granted them by the City of Los Angeles.

Next G Network also contacted Ms. Corella with interest in membership. Ms. Dell stated that to her knowledge Next G Network does not fit the criteria for membership.

Ms. Corella further reported that the City of Beverly Hills had inquired via a phone call about membership.

Ms. Corella stated that she had responded with the proper documentation to those applicants that had mailed correspondence requesting membership and stating their purpose for interest. Ms. Corella distributed the correspondence she received from the interested utilities to the members for their review.

SPECIAL REPORTS:

There were no special reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairperson Sherri Goetz stated that Authorized Costs had met on August 16, 2001. Please refer to the minutes of that meeting for details.

ad hoc Committee on Computer Communications

Mr. Lewis reported that Computer Communications did not meet. However, he reported that Ms. Kathleen Dell would be presenting OPCATS training classes on September 24th and 25th. Ms. Corella was instructed to

September 20, 2001

contact the members informing them of the upcoming training sessions, and obtain the names and date of expected attendees. Mr. Lewis scheduled a conference call to be held on October 3, 2001 at 9:00 am to discuss the initial implementation of the OPCATS system.

Operating Committee

Ms. Goetz reported that Operating had met on August 16, 2001. Please refer to the minutes of that meeting for further details.

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in August.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision met on August 16, 2001. Please refer to the minutes of that meeting for details.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in August.

CONSENT CALENDAR:

There were no items on Consent.

DISCUSSION CALENDAR:

There were no items on Discussion.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1314: Antenna/Microcell Identification - ROUTINE REVISION
- Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS

The above mentioned items remain open.

Open Administrative Board Items

Item 1294– *Environmental Issues*

Item 1299 – *Joint Utility Practices/Pole Loading*

New Business

Known Items:

Unknown Items:

Mr. Bengtsson reported that according to his office, there are many outstanding invoices due to his accounts receivable department. He inquired if any of the attending members are experiencing a similar problem. The members agreed upon return to their organizations they would inquire into this issue.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Administrative Board	10/18/01	9:00 a.m.	Committee Office
Operating Committee	10/18/01	Following	Admin. Board
Routine Revision	10/18/01	Following	Operating Ctte
Authorized Cost		To Be	Announced
Computer Comm.		To Be	Announced

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 9:45 a.m., until October 18, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

October 18, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Eric Hart	Altrio Communications
Ms. Micki Cupoli	Altrio Communications
Ms. Kathy Dell	AT&T Wireless
Ms. Lynn George	AT&T Wireless
Ms. Terry Holte	Cingular Wireless
Mr. J. Craig Wayment	City of Glendale
Mr. Chris Bengtsson	City of Los Angeles – DWP
Mr. Stanley Hall	City of Los Angeles – DWP
Mr. Allen Nagel	MCI WorldCom
Ms. Lupe Hernandez	Pacific Bell
Mr. Ernie Solorzano	Southern California Edison
Ms. Sherri Goetz	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Mr. Corey Autrey	Sprint PCS
Mr. Dan Lewis	Verizon California, Inc.
Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Ms. Jennie Corella	Committee Staff

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:05 A.M., and allowed for introductions.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the September Administrative Board Meeting. There being no additions, deletions, or corrections Mr. Lewis asked for a motion to approve the minutes. Mr. Solorzano motioned to approve the minutes as written, Ms. Hernandez seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for September 2001 totaled \$31,001.66. The members were assessed this amount.

COMMUNICATIONS:

WinFirst (Bechtel Telecommunications)

Ms. Corella reported that she has been in contact with Mr. Leo Lackner of Bechtel Telecommunications, who represents the interest of WinFirst. At the prior Board meeting, Ms. Corella reported that WinFirst had applied for Membership within the Committee. Since that meeting, Ms. Corella has received from WinFirst a copy of their CPCN, and proof of insurance liability. However, she has not received any proof of financial net worth. To this Ms. Corella reported that Mr. Lackner had a concern as to what extent of financial information need be submitted to the Committee in order to be approved. The members responded stating that as per the Committee By-Laws, a financial statement and a current balance sheet must be submitted in order to be considered for Membership. Mr. Lewis recommended inviting WinFirst to the next Administrative Board Meeting for further discussion, questions, and answers. Ms. Corella was instructed to contact WinFirst.

TyCom

Mr. Corella reported she had been in contact with TyCom, a New Jersey based entity, interested in membership. She stated that she referred their representative to Mr. Bengtsson for assistance in that she felt Mr. Bengtsson would be of great assistance. Mr. Bengtsson reported they were of the opinion that membership in the Committee gave utilities the right to attach to poles as joint owners. Mr. Bengtsson stated that he spoke with several TyCom associates via speakerphone and clarified any misconceptions in regards to rights. Mr. Hart reported that he was aware of this organization, and shared his knowledge with the Committee. Their application for membership would remain open at this time.

SPECIAL REPORTS:

There were no special reports.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairman, Mr. Solorzano reported that Authorized Costs had met on October 17, 2001, (Please refer to the minutes of that meeting for further details).

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications had a conference call with DBNT, the program developers, and Atalla Tech, the system maintenance. The primary issue for the phone call was the security of the OPCaTs database. In that the OPCats system is not password secured, the server in which the OPCats system is set has security and does not allow access. The Committee has approved DBNT to create a security for the system. Mr. Lewis stated that the members might begin transmitting JPAs via OPCaTs by the first of the coming year. Ms. Dell reported that about 50% of the Committee have sent a representative to the OPCats training sessions.

Ms. Dell raised the issue that the poles appear on the JPAs randomly, rather than the order in which they are input. Mr. Lewis responded that this problem is on the issue list, and DBNT is aware of it.

Operating Committee

Ms. Goetz reported that Operating had met on September 20, 2001, (Please refer to the minutes of that meeting for further details). Mr. Bengtsson reported that Item 1318: Membership Reinstatement (this item was opened at the last Operating meeting) could be closed because the City of Vernon elected not to reapply for membership.

Mr. Solorzano reported that he and Ms. Corella had opened a business interest earning account on behalf of the Committee. This account will serve as a reserve if the event the Committee office fund is unable to meet financial obligations, such as payroll. He stated that the Committee, as a non-profit entity, is permitted to maintain an interest bearing account according to the Committee accountant. The members will discuss and decide how and when to dispense the interest earned in the reserve account

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in September. She reported that there are still outstanding Amendment Agreements that have not been signed and returned to the Committee office.

Routine Revision Committee

Mr. Bengtsson reported that Routine Revision met on September 20, 2001, (please refer to the minutes of that meeting for further details). He reported that he and other members had met in the field to discuss and gain an understanding and clear definition of pole set in the same hole, and hand dig. These items will be discussed for clarification at the next Routine Revision Meeting.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in September.

CONSENT CALENDAR:

There were no items on the Consent Calendar.

DISCUSSION CALENDAR:

Item 1308: Methodology for Pole Prices – Authorized Costs

Mr. Solorzano opened the discussion stating that some members would like to opt to establish their individual costs for setting a pole, and have these costs used when they set a pole. However, he stated that there remain some members who prefer the weighted-average method. Mr. Solorzano stated that every year only a small percentage of the membership submit pole prices, while the remaining members that do not submit costs default to the weighted average of those members that participate. He reported that the Committee decided that in regards to submitting pole costs, members would have options. First, they could submit their costs and choose to either use their submitted costs, or second, opt to be part of the weighted-average cost. Third, they could opt not to submit poles costs, and if this option were taken, their costs would default to the lowest of the submitted costs as their reimbursed costs. This final option is an attempt by the Authorized Committee to prompt members to submit their costs. It appears that many members are not abiding by the Section 6 (B-7) of the Agreement, which states active participation in the development and implementation of the Routine Handbook, and other policies, rules, procedures, and participation in meetings.

Ms. Corella was instructed to contact the members, and outline the options. This item will be on the Consent Calendar of the next Board meeting.

Item 1317: Billing Members for Pole Cards – Operating

Ms. Corella reported that the Operating Committee discussed the idea of eliminating the distribution of pole cards to members. She stated that the paper stock for the cards is costly, and its availability is limited. There are some members, such as Pacific Bell, that do not require cards, yet they are assessed as are all members. Ms. Dell stated that pole cards are available via the Internet through the Committee web page. The members decided that it would be best to do away with the distribution of pole cards. Effective January 2002, members will no longer receive pole cards with the form 44's. In that this is an Operating procedure change, agreed upon by the Committee, Ms. Corella was instructed to notify the Membership.

Item 1318: Membership Reinstatement – Operating

This issue was discussed at the last Operating meeting. This was prompted by the possibility of the City of Vernon considering rejoining the Committee. However, since then Vernon has decided not to join. The members decided that this was an issue worth discussing in the event that other former members should consider joining the Committee once again. This item is to remain open for further discussion in Operating.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Pole Pricing - AUTHORIZED COSTS
- Item 1314: Antenna/Microcell Identification- ROUTINE REVISION
- Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS
- Item 1317: Billing Members for Pole Cards – OPERATING
- Item 1318: Membership Reinstatement – OPERATING

Open Administrative Board Items

Item 1294– *Environmental Issues*

New Business

Known Items:

Mr. Solorzano reported on the placement of antennas and the progress within his organization. He stated that Sprint PCS had concern in that the requirements are excessive in regards to RF clearance. He reported that Edison has revised the requirements, and will notify the members upon completion.

Unknown Items:

Mr. Autrey had a concern with the allowance of attaching to guy poles. He questioned Mr. Solorzano about their policy in regards to guy pole attachment. Mr. Solorzano responded that he was not sure if it was allowed. Mr. Wayment stated that the City of Glendale does not allow guy pole attachment. Mr. Solorzano stated that he would contact Mr. Autrey for clarification.

Ms. Dell had a concern with pole reinforcement. She stated that it has come to her attention that poles that have been reinforced are inspected within six months, and many times replaced. Therefore, members are double charged, first for reinforcement, then replacement. Mr. Bengtsson reported that if DWP was party on a JPA reflecting this situation, please return the forms. He stated that it has come to the attention of his organization that there are contract problems concerning this issue.

Mr. Bogner reported that this Board meeting would be his last. Sprint has eliminated his position. He stated that there is a possibility that he may return as a contractor. Mr. Autrey will serve as representative for Sprint PCS. Mr. Lewis expressed his gratitude on behalf of the Committee for the support and participation by Mr. Bogner in the last year.

Nominating Committee

Mr. Lewis announced that the Board was in need of volunteers for the 2002 Nominating Committee. The incoming President requires a power/electric member and the Vice-President a communications member. Mr. Wayment volunteered to chair the Nominating Committee. The members on the Committee are Ms. Dell, Mr. Lewis, Mr. Solozano, Ms. Hernandez, Mr. Autrey, Mr. Brown and Mr. Bengtsson.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Authorized Cost	11/01/01	9:00 a.m.	Committee Office
Nominating Committee	11/01/01	Following	Authorized Cost
Administrative Board	11/15/01	9:00 a.m.	Committee Office
Operating Committee	11/15/01	Following	Admin. Board

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:30 a.m., until November 15, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

Phone: (626) 294-0820

Fax: (626) 294-0872

November 15, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Glenn Albios	Adelphia Business Solutions
Ms. Kathy Dell	AT&T Wireless
Ms. Lynn George	AT&T Wireless
Ms. Terry Holte	Cingular Wireless
Mr. Stanley Hall	City of Los Angeles – DWP
Ms. Lupe Hernandez	Pacific Bell
Mr. Ernie Solorzano	Southern California Edison
Ms. Sherri Goetz	Southern California Edison
Mr. Mike Bogner	Sprint PCS
Mr. Dan Lewis	Verizon California, Inc.
Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Ms. Jennie Corella	Committee Staff

Guests:

Mr. Bud Lackner – Bechtel Telecommunications

Mr. Dave Heyrend - WinFirst

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:10 A.M., and delayed introductions until Special Reports.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the October Administrative Board Meeting. Ms. Hernandez requested to have Item 1318: Membership Reinstatement corrected to read Committee assignment – Reorganization and not Operating. Ms. Corella recorded the correction. Mr. Lewis asked for a motion to approve the minutes. Ms. Hernandez motioned to approve the minutes as written, Mr. Solorzano seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for October 2001 totaled \$33,489.79. The members were assessed this amount.

COMMUNICATIONS:

Alpine PCS

Ms. Corella reported that she received a phone from the above mentioned entity requesting membership. She stated that they are located in Santa Barbara, and she informed them that, in order to start the application process they must submit a letter of application.

Nextel of California Inc. DBA Nextel Communications

Ms. Corella reported that Nextel Communications, which have previously applied for membership, submitted the documents supporting the criteria required for membership. Mr. Lewis instructed Ms. Corella to contact Nextel and invite them to the next Administrative Board meeting.

SPECIAL REPORTS:

WinFirst Interview

The representatives for WinFirst were Mr. Leo Lackner of Bechtal Telecommunications and Mr. Dave Heyrend of WinFirst. Mr. Lewis allowed for introductions then asked the Winfirst representatives for a brief summary of their organization.

Mr. Heyrend began by stating that Winfirst is a start-up company and has been in business for two years. Their business plan is in the residential market in the Los Angeles metropolitan area. They have franchised with the City of Los Angeles, Sacramento, Dallas and other cities in Texas. Mr. Heyrend stated that in servicing residents their primary preference was via aerial attachment, thus being a member of the Joint Pole Committee appeared necessary. Mr. Lewis stated that membership was not a guarantee for pole attachment, and that they would need to arrive at an agreement with the pole owner(s).

The members explained the JPA process and the duties and responsibilities associated with membership. Mr. Heyrend stated that they had

researched leasing versus owning and had arrived at a time frame of eight years before they would see a return on their investment.

Mr. Heyrend stated that they have yet to submit their financial information documents. However, he stated the reason for delay is that his organization is not aware of the intensity of the financial information required by the Committee. Mr. Lewis responded stating that the information need not be intensive, however, it should provide proof of net worth. Mr. Lewis stated that the Committee would provide a sample copy of the required document.

After extensive dialog between the members and Winfirst transpired, Mr. Lewis thanked Mr. Heyrend and Mr. Lackner for their attendance and stated that the Committee would be contacting them with the status of their application.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairman, Mr. Solorzano reported that Authorized Costs had met on October 17, 2001 and November 1, 2001, (Please refer to the minutes of the meetings for further details).

ad hoc Committee on Computer Communications

Mr. Lewis reported that the Committee on Computer Communications did not meet in October, however, he stated that in the last month the system has been encountering problems. The web page has been down several times and the support group had difficulty in handling the problem. Mr. Lewis is of the opinion that the Committee should consider other options. This issue would be discussed further at the next Operating Committee meeting.

Operating Committee

Mr. Solorzano reported that the Operating Committee had met on October 18, 2001 (please refer to the minutes of that meeting for details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in October. She stated that **Item 1318: Membership Reinstatement** has been re-assigned to this Committee from the Operating Committee for discussion and resolution. She reported that she has contacted the legal department of SBC Pacific Bell for review of the Agreement in regards to membership reinstatement. The issue that the City of Vernon may consider joining the Committee again is what

prompted this item. She will report any information she receives to the Committee.

Routine Revision Committee

Mr. Hall reported that Routine Revision did not meet in October.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in October.

CONSENT CALENDAR:

There were no items on the Consent Calendar.

DISCUSSION CALENDAR:

Item 1308: Methodology for Pole Prices/Item 1319: 2002 Pole Prices – Authorized Costs

Mr. Lewis opened the discussion by stating that after reviewing the proposed pole costs with Ms. Hernandez he could not support the costs. He stated that some member costs, members that have opted to use their individual costs, had increased by 50-60 percent. He recommended returning these items to the Authorized Committee for rework. Ms. Corella read a correspondence she received from Mr. Grigg of the City of Colton in which he stated that he would not support or approve the proposed pole prices/methodology. The members agreed that the above mentioned items would be discussed further at Authorized Costs.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1308: Methodology for Pole Pricing - AUTHORIZED COSTS
- Item 1314: Antenna/Microcell Identification- ROUTINE REVISION
- Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS
- Item 1317: Billing Members for Pole Cards – OPERATING

Item 1318: Membership Reinstatement – RE-ORGANIZATION
Item 1319: 2002 Pole Prices - AUTHORIZED COSTS
Item 1320: Vegetation Management - AUTHORIZED COSTS

Open Administrative Board Items

Item 1294– *Environmental Issues*

New Business

Known Items:

Mr. Lewis reported that **Item 1320: Vegetation Management** is a new item assigned to Authorized Costs, then invited Mr. Solorzano to inform the Committee on this new issue. Mr. Solorzano stated that the state has mandated any brush surrounding utility structures must be cleared, especially in the high fire areas. This issue is for the safety of the public and the integrity of the structure. Mr. Solorzano stated that this is a cost that should be shared by all joint owners on an annual basis. He stated that his organization is working on collecting data in regards to this issue and he would report their findings to the Authorized Costs Committee.

Unknown Items:

Mr. Solorzano reported that his department has received approval to inspect approximately 140,000 poles for the incoming year.

Nominating Committee

Mr. Lewis reported that the Nominating Committee had met and Committee positions have been assigned. The assignments will be announced at the next Administrative Board meeting.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Authorized Cost	12/05/01	9:00 a.m.	Committee Office
Administrative Board	12/20/01	9:00 a.m.	Committee Office
Operating Committee	12/20/01	Following	Admin. Board
Routine Revision	12/20/01	Following	Operating Ctte

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:30 a.m., until December 20, 2001.

Dan Lewis, President

Jennie Corella, Office Manager

Southern California Joint Pole Committee

444 E. Huntington Drive, Suite 205

Arcadia, CA 91006

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December 19, 2001

The regular monthly meeting of the **Administrative Board** took place on the above date, at 9:00 a.m., at the Committee office. Those members in attendance were:

Mr. Doug Schmaderer	City of Pasadena
Ms. Terry Holte	Cingular Wireless
Mr. J. Craig Wayment	City of Glendale
Ms. Lupe Hernandez	Pacific Bell
Mr. Ernie Solorzano	Southern California Edison
Mr. Allen Nagel	MCI Metro/ATS
Mr. Mike Bogner	Sprint PCS
Mr. Dan Lewis	Verizon California, Inc.
Mr. Malcolm Brown	Verizon Wireless
Ms. Lynn Prescott	Verizon Wireless
Ms. Jennie Corella	Committee Staff

Guests:

Mr. Tim Robinson – Nextel Communications

Mr. Vince Aragona – NextG Networks

CALL TO ORDER:

The President, Mr. Dan Lewis called the meeting to order at 9:10 A.M.

APPROVAL OF MINUTES:

Mr. Lewis asked the members to take some time to review the minutes from the November Administrative Board Meeting. After the members reviewed the minutes, Mr. Lewis then asked for a motion to approve the minutes. Mr. Wayment motioned to approve the minutes as written, Mr. Bogner seconded the motion, which upon voting, passed unanimously.

MANAGER'S REPORT

Ms. Corella reported the gross expenses for November 2001 totaled \$44,197.22. The members were assessed this amount. She stated that the expenses appeared above average due to an additional pay period within the month of November.

COMMUNICATIONS:

Nominating Committee

Ms. Corella reported on the Nominating Committee appointments. She urged the members to note the sub-committees assignments. The appointments are as follows:

<p><u>PRESIDENT</u> City of Glendale – Mr. J. Craig Wayment</p>	<p><u>VICE PRESIDENT</u> SBC Pacific Bell – Ms. Lupe Hernandez</p>
<p><u>OPERATING COMMITTEE MEMBERS</u> <u>SBC Pacific Bell - Chair</u> So. California Edison Verizon California City of Glendale</p>	<p><u>Routine Revision Committee Members</u> <u>Verizon Wireless - Chair</u> City of Los Angeles - DWP Verizon California So. California Edison Co. City of Colton SBC Pacific Bell City of Azusa AT&T of Calif., Inc. Cingular Wireless</p>
<p><u>ad hoc Committee on Authorized Cost Elements</u> <u>So. California Edison - Chair</u> Adelphia Business Solutions ICG Communications City of Los Angeles - DWP Verizon California SBC Pacific Bell AT&T Communications Southern California Water Co. Verizon Wireless City of Lompoc AT&T Wireless</p>	<p><u>ad hoc Committee on Reorganization</u> <u>SBC Pacific Bell - Chair</u> Verizon California City of Los Angeles So. California Edison Co. AT&T Communications City of Riverside City of Pasadena Verizon Wireless</p>
<p><u>ad hoc Committee on Computer Communications</u> <u>Verizon California - Chair</u> So. California Edison City of Glendale City of Los Angeles – DWP City of Pasadena City of Riverside Cingular Wireless SBC Pacific Bell MCI/Metro ATS Verizon Wireless</p>	

2002 Joint Use Conference

Ms. Corella reported on the notice she had received in regards to the 2002 Western Energy Institute Joint Use Workshop. The coming year's workshop will be in held in Palm Springs, CA, and the dates are April 22-24, 2002. She distributed copies of the notice to those members interested.

SPECIAL REPORTS:

Nextel Communications Interview

The representatives for Nextel Communications were Mr. Tim Robinson of Nextel Communications and Mr. Vince Aragona of NextG. Mr. Lewis allowed for introductions then asked the Nextel representatives for a brief summary of their organization.

Mr. Lewis opened the session by briefly stating the purpose and function of the Joint Pole Committee. He stated that membership does not guarantee access onto poles and explained the JPA process, duties, and responsibilities associated with membership.

Mr. Lewis inquired as to Nextel's projected service areas. Mr. Aragona responded that they intended on servicing Topanga, Malibu, and Mulholland canyons.

After extensive dialog between the members and Nextel transpired, Mr. Lewis thanked Mr. Robinson and Mr. Aragona for their attendance and stated that the Committee would be contacting them with the status of their application.

SUB-COMMITTEE REPORTS:

ad hoc Committee on Authorized Cost Elements

Chairman, Mr. Solorzano reported that Authorized Costs had met on December 5, 2001, (Please refer to the minutes of that meeting for further details). He stated that the sub-committee had discussed 2002 pole prices extensively. Originally, the proposed pole prices were to be on the current Consent Calendar, however, after further discussion, it was decided that the proposed prices return to Authorized Costs for additional consideration. The members agreed that 2002 pole costs must be ready and approved by January 2002.

ad hoc Committee on Computer Communications

Chairman, Mr. Lewis reported that Computer Communications did not meet in November. However, he reported that the system appears to be running well. He stated that he would schedule a meeting the early part of January 2002. Ms. Hernandez reported that she has used Opcats and the pole sequencing issue is operating correctly. Mr. Lewis urged the members to begin using the system.

Operating Committee

Mr. Solorzano reported that the Operating Committee had met on November 19, 2001 (please refer to the minutes of that meeting for details).

ad hoc Committee on Reorganization

Ms. Hernandez reported that Reorganization did not meet in November.

Routine Revision Committee

The City of Los Angeles representatives were unable to attend the meeting, therefore, Mr. Lewis reported that Routine Revision did not meet in November.

Single Trip to Pole

Ms. Hernandez reported that Single Trip to Pole did not meet in October.

CONSENT CALENDAR:

Item 1316: 2002 Proposed Authorized Costs

Mr. Solorzano motioned to accept the proposed eight Authorized Costs revision and all other Authorized Costs to remain at the 2001 prices for 2002, until review for January 2003. Ms. Hernandez seconded the motion, which upon voting passed unanimously.

DISCUSSION CALENDAR:

There were no items for discussion.

OTHER ITEMS: Unfinished Business

- Item 1235: Cost Causer – ROUTINE REVISION
- Item 1259: Approved Contractor List – SINGLE TRIP TO POLE
- Item 1280: Authorized Signatures – RE-ORGANIZATION
- Item 1300: Pole Set in Same Hole – AUTHORIZED COSTS
- Item 1307: Pole Class - ROUTINE REVISION
- Item 1314: Antenna/Microcell Identification- ROUTINE REVISION
- Item 1316: Review of 2002 Authorized Costs - AUTHORIZED COSTS
- Item 1317: Billing Members for Pole Cards – OPERATING
- Item 1318: Membership Reinstatement – RE-ORGANIZATION
- Item 1319: 2002 Pole Prices - AUTHORIZED COSTS
- Item 1320: Vegetation Management - AUTHORIZED COSTS
- Item 1321: 2003 pole Price Structure/Criteria – AUTHORIZED COSTS

It was agreed to close Item 1316 and Item 1317. Ms. Corella will arrive at an assessment cost for those members requiring pole cards. The cost will be a per card cost. Ms. Corella stated that she would e-mail the members reminding them that effective January 2002 they would no longer be receiving cards unless they specifically request them.

Open Administrative Board Items

Item 1294– *Environmental Issues*

The members decided to issue a new item number for this issue at the January 2002 Board meeting.

New Business

Known Items:

Mr. Bogner stated that the Committee web page is in need of updating. The member information and the Routine Handbook are incorrect due to the lack of updating the information. Ms. Corella responded that she has not updated the information because the web page now sits on another site. She stated that there is software, which would allow the staff to update the page, and the other requirement would be that she and her staff educate themselves on editing the web page. The cost of the software is approximately \$300.00.

Ms. Corella reported that she would speak with Atalla Tech in regards to this issue.

Mr. Solorzano reported that he would invite Mr. Phil Podruski to the January 2002 Board meeting to speak on pole inspection within Southern California Edison.

Unknown Items:

Ms. Corella announced that Mr. Bogner had brought to the meeting an article taken from the industry magazine Outside Plant, October 2001 issue, that might be of interest to the members. The article, entitled *One Pole-Multiple Stakeholders*, was copied and distributed to those members interested.

SCHEDULE OF FUTURE MEETINGS:

Future meetings were scheduled as follows:

Authorized Cost	01/09/02	9:00 a.m.	Committee Office
Administrative Board	01/16/02	9:00 a.m.	Committee Office
Operating Committee	01/16/02	Following	Admin. Board
Routine Revision	01/16/02	Following	Operating Ctte

ADJOURNMENT:

Mr. Lewis adjourned the meeting at 10:30 a.m., until January 16, 2002.

Dan Lewis, President

Jennie Corella, Office Manager