

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
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September 17, 2013

A meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 12:30 p.m., at the Committee office.

Those in attendance were:

Mr. Scott Hunter	City of Los Angeles
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Emir Erba	Time Warner Cable
Mr. William Kearns	Verizon Ca, MCI/Comm/Metro
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Mr. Albert Aleman	Verizon Ca, MCI/Comm/Metro
Mr. Bret Plaskey	Verizon Ca, MCI/Comm/Metro
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Tina Simms	AT&T California
Ms. Tracey Province	Verizon Ca, MCI/Comm/Metro
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Crystal Corbin	Sprint/Nextel/Sprint Communications
Ms. Jaimie Collins	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Stephen Pebley	Frontier Communications

Ms. Johnson opened the meeting at 12:30 pm and the members began by reviewing the Basic JPA Training PowerPoint. Slide 6 was revised to update the recently joined members along with updating the members whose company names and member codes have changed since the file was last updated in July 2009. Next, slide 13 was revised to update the title of Section 7.4 from Replacement of Pole in Same Hole to Cut and Kick. On slide 16, the newly created Section 12.6 was added for the Replacement of Anchor Due to Damage Caused by Any Person, Firm or

Corporation which is Not a Party to the Joint Pole Agreement. Item number 3 on slide 22 was revised to also include contact by email for the Confirming Agreement. The newest version of the Form 2-1 Final will replace the current version shown on slides 22 and 23 as there has been new information added to the form since. The JPC website drop-down menu was revised to reflect the most current iteration on slide 28. On slide 30 and 31 the most recent version of the pole record will be shown as there have been new fields added such as pole class, replacement pole number, latitude and longitude, etc.

Ms. Hernandez disagreed with the verbiage on slide 32 under item 16 which states that if pole data is unavailable the cells should be left blank, since all pole information is required on the JPA. The members agreed with this and the verbiage was removed. Ms. Chirrick suggested that item 19 should show authorized costs rather than itemized costs since it is much broader in scope. Ms. Hernandez added that it should also specify only those authorized costs to be billed as only joint authorized costs are billed on a JPA. The members agreed with these changes and item 19 was revised.

On slide 46, the new version of the Form 9 will replace the current one shown as the date and account info has been added to the form. These two items were also added to the list of required data for the Form 9 on slide 47. Item 8 of the Form 9 required data was also revised to include stand-off brackets in addition to the riser location.

Slide 52, 54 and 55 will be updated with the newest version of the Form 48. Items 5 and 6 on slide 56 were revised to include the verbiage that the poles must be listed on the Form 48. On slide 59, item 9 was removed which stated that the stake number was part of the pole information required data on the Form 48. For slide 60, the fields for items 13 and 14, from and by, were moved to the top of the Form 48.

The latest version of the Form 49 will replace the currently shown one on slides 63 and 65. On slides 64 and 65, item number 5 was removed which showed that an area of the Form 49 was not in use. This does not need to be listed as the new version of the Form 49 does not include this field.

For slides 68-72, 77, 78, 79 and 81-84 the newest version of the Form 2 Final will be added to replace the current version shown. Item number 3 on slide 70 was revised to also include contact by email for the Confirming Agreement. Also for slides 70 and 71, item 9 was created which delineates the field for the Form 48 date sent. Item 21 on slide 76 was revised to change itemized costs to authorized costs to be billed, as done previously on slide 32.

The members discussed item 20 on slide 76 concerning how grade and space is configured on the JPA. Ms. Hernandez questioned whether the allocation of grade and space should be more clearly explained in this Basic JPA Training PowerPoint as there is currently no detailed explanation. Mr. Levy explained that there can be many different variables when it comes to allocating the grade and space on a pole depending on whether there is power or not, the amount of safety clearance, members sharing space, etc. and that it would be difficult to briefly explain this in one item on the slide. Ms. Hernandez requested that Ms. Johnson work on the verbiage for the grade and space training to be included as either another set of slides or as an attachment referred to from the Basic JPA Training PowerPoint.

There were no miscellaneous items.

Review of action items:

- Mr. Levy to update slides with new versions of forms.
- Ms. Johnson to work on verbiage for grade and space training.

The meeting adjourned at 1:30 p.m., until October 15, 2013.

Kyle Levy - Assistant Manager

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November 19th, 2013

A meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 11:15 a.m., at the Committee office.

Those in attendance were:

Mr. Steve Brown	City of Los Angeles
Mr. James Eastwood	Southern California Edison
Ms. Jessica Pearson	Southern California Edison
Ms. Laura Navar	Southern California Edison
Ms. Michelle Arellanes	Southern California Edison
Ms. Paula Haney	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Joe Serrato	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Marina Birarova	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Mr. Larry Vail	Verizon Ca, MCI/Comm/Metro
Mr. Albert Aleman	Verizon Ca, MCI/Comm/Metro
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Yvonne Johnson	AT&T Mobility
Mr. Rory Gandy	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Ms. Angela Pranata	Committee Staff
Mr. Kyle Levy	Committee Staff

Those attending via teleconference were:

Ms. Janet Chirrick	AT&T California
Mr. Josh Mathisen	AT&T California
Ms. Tina Simms	AT&T California
Ms. Tracey Province	Verizon Ca, MCI/Comm/Metro
Ms. Alicia Smith	Sprint/Nextel/Sprint Communications
Ms. Jaimie Collins	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC
Ms. Jane Bibb	Crown Castle NG West Inc./NewPath Networks/CA-CLEC LLC

Ms. Johnson opened the meeting at 11:15 a.m. by presenting to the Committee the updated Basic JPA Training PowerPoint. The members reviewed the changes that were accepted at last month's meeting, with Mr. Levy discussing each of these modifications that were made to the file. He explained that although the majority of the editing was done at the previous meeting, there were many changes which would have been far too time consuming to be done during the meeting such as updating all of the forms, examples, and pictures with their current versions.

Ms. Hernandez had an issue with the Form 49 Required Data slide in that it lists utility code and representative's name "if known". She stated that the representative name is a requirement, and "if known" should be removed as it implies that this is optional. Except for this issue, there were no further changes made to the Basic JPA Training PowerPoint which were not already approved at the previous meeting.

There were no miscellaneous items.

Review of Action Items

- Ms. Johnson to work on grade and space training.

The meeting adjourned at 11:45 a.m., until January 14, 2014.

Kyle Levy - Assistant Manager