

Southern California Joint Pole Committee

279 E. Arrow Hwy., Suite 104

San Dimas, CA 91773

Phone (909) 599-3801

The **NJUNS Committee**
did not meet in January 2018.

Southern California Joint Pole Committee

279 E. Arrow Hwy., Suite 104

San Dimas, CA 91773

Phone (909) 599-3801

The **NJUNS Committee**
did not meet in February 2018.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

March 21, 2018

A regular meeting of the **NJUNS ad hoc Committee** took place on the above date at 10:05 a.m. at Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Mr. Ronald Schram	City of Los Angeles
Mr. Wayne Brown	Southern California Edison
Ms. Jessica Nix	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Mr. Joe Armstrong	City of Pasadena
Mr. Johnny Trang	City of Pasadena
Mr. John Vu	City of Anaheim
Mr. Bret Plaskey	Frontier Communications
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff
Ms. Jennie Corella	Committee Transcriber

Those attending via teleconference were:

Ms. Lynn Prescott	Verizon Wireless
Mr. Josh Mathisen	AT&T California
Mr. Kay Black	AT&T California
Ms. Shawn Henderson	T-Mobile USA
Ms. Yvonne Johnson	AT&T Mobility
Ms. Alicia Smith	Sprint Nextel/Sprint Communication
Ms. Julie Roberts	Golden State Water
Mr. Sven Knauth	City of Burbank
Ms. Lupe Hernandez	Teleport Communications America, LLC
Mr. Brandon Robinson	City of Banning
Ms. Maria Ortiz	XO Communication
Ms. Racheal Torres	Mobilite, LLC
Mr. Alex Parra	City of Riverside
Ms. Maryam Farajzadeh	City of Vernon

Chairperson, Mr. Brown called the meeting to order at 10:05 a.m. by addressing the first item on the agenda, the review of the **prior meeting minutes**. The last ad hoc meeting was in October 2017. There were no questions or comments.

The next agenda item is **Item 1588: NJUNS Investigation**. He then reported the current status on this item. He added he is certain that all members have acquired their NJUNS member pass code. He further added that SCE has been utilizing NJUNS for their current buddy pole project and would like to expand utilization of NJUNS to other joint pole transactions.

Mr. Brown further reported that he and Mr. Mathisen will attend an NJUNS conference in Austin, Texas on April 9, 2018 representing California and the SCJPC for power and communications respectively, and will report to the Committee upon their return. He added he was informed that Frontier Communications is very involved in NJUNS and that many of the conference attendees will be Frontier representatives from other states. Mr. Brown will be shown the entire JPA process within NJUNS at the conference to which he reiterated that he would report back to the Committee.

Mr. Brown stated that NJUNS takes the JPA process from initiation to the billing process. He further stated that if the members are considering NJUNS they should examine the application further to determine the benefits and if not move forward with another option.

Ms. Hernandez commented that what appears problematic to her is that a ticket must be generated for each individual pole as opposed to one JPA for multiple poles.

Mr. Plaskey responded that NJUNS could be formatted to a JPA or ticket tracking system. He added that each state approaches the method differently to their benefit. He further added that if the decision is to eliminate NJUNS, from Frontier's perspective, the committee should not be using and paying multiple vendors at a time.

Ms. Hernandez questioned if NJUNS is able to interface with the current program utilized by the JPC staff (Friend database) to eliminate having to re-enter the pole information again into the Friend database. Mr. Brown responded that per Varasset NJUNS is able to interface with other programs. NJUNS operates within Varasset. Varasset is a program that goes beyond just tracking and notification. Varasset is similar to SPANS.

Mr. Mathisen stated that it would be beneficial to obtain quotes for the annual fees and implementation costs from both Varasset and Wind Lake as a comparison and then move forward with the best option of the two vendors.

Mr. Williams stated in responding to Wind Lakes with the questions they have provided is to question if the work shop quote includes the cost of the request for proposal (RFP). Ms. Pranata responded that Wind Lake will provide documentation as outlined in their work shop requirements letter and she is certain about an RFP.

Mr. Williams inquired if Wind Lake has signed a nondisclosure agreement. Mr. Plaskey added that prior to releasing Frontier information they would require an NDA. Ms. Pranata responded that at this time Wind Lake is requesting only an estimate of numbers and not specifics, however an NDA will be signed should the committee move forward with Wind Lake.

Review of Action Items

- Mr. Mathisen and Mr. Brown to report on the NJUNS conference at next meeting.
- Members to provide number of solely owned poles.

The meeting adjourned at 10:26 a.m. until April 18, 2018.

Jennie Corella – Committee Transcriber

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

April 18, 2018

A regular meeting of the **NJUNS Committee** took place on the above date, at 10:20 a.m., at the Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Mr. Ronald Schram	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. Wayne Brown	Southern California Edison
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Ms. Shawn Henderson	T-Mobile USA
Ms. Alicia Smith	Sprint Nextel/Sprint Communication
Mr. Joe Armstrong	City of Pasadena
Mr. Dave Campo	City of Lompoc
Mr. John Vu	City of Anaheim
Mr. Daniel Lippert	City of Burbank
Mr. Sven Knauth	City of Burbank
Mr. Bret Plaskey	Frontier Communications
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff
Ms. Jennie Corella	Committee Transcriber

Those attending via teleconference were:

Mr. Dan Garden	MCI Telecom/MCI Metro
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Mr. Brandon Robinson	City of Banning
Ms. Yvonne Johnson	AT&T Mobility
Mr. Dan Garden	MCI Telecom/MCI Metro
Mr. Samantha Carrillo	Time-Warner Cable
Mr. Alex Parra	City of Riverside

Chairperson, Mr. Brown called the meeting to order at 10:21 a.m. by addressing the first item on the agenda, the review of the **prior meeting minutes**. There were no questions or comments.

The second agenda item is **Item 1588: NJUNS Investigation**. Mr. Brown reported that his office has sent out NJUNS tickets for transfers to some members, therefore, he added that some members will be receiving emails. He further added if members are unsure of how to process the NJUNS tickets to contact his office.

The last item on the agenda is **Miscellaneous Items**.

NJUNS Conference – AT&T California – Mr. Josh Mathisen

Mr. Mathisen opened by reporting that he attended the NJUNS conference the prior week. He stated that there were approximately 30 to 40 users representing different states. He added that he became aware that each state processes the tickets differently as is best for their respective internal processes. He referred to the state of Virginia which uses one ticket for multiple poles, however, includes sketches and other aids included with their paperwork. The pole numbers are listed in the remarks section of the ticket. He is of the opinion that this method may fit the SCJPC, therefore, he would like to meet with the Virginia users to greater review their process.

He further reported the conference revealed there is a new version of NJUNS to be released in September, and will be facilitating training in July and August. He stated that this new version is more robust and may be a greater fit to the SCJPC process. He added that with this new version, multiple pole numbers may be listed on a ticket and not in the remarks section, therefore allowing searches via pole numbers.

He reported that he spoke extensively with Mr. Dave Cheney who is the representative for Varasset. Mr. Cheney informed Mr. Mathisen that he would like to present a proposal to greater help the SCJPC with an end to end process all the way to mechanizing the billing. Therefore, he added that he would like to schedule a meeting for the presentation, and he is interested in how many members would like to attend this meeting presentation.

Mr. Brown and Mr. Williams responded that they are interested in attending this meeting, however, it would be contingent on their respective schedules. After a brief discussion, it was agreed that the meeting is tentatively scheduled for Tuesday, April 24, 2018 at 11:00 am. Mr. Mathisen informed those interested members that he would contact them for confirmation.

Dominion which is situated in the state of Virginia is the NJUNS user that is currently using one ticket for multiple poles. Mr. Mathisen suggested contacting Dominion about a meeting to review their process which in his opinion is how he feels would be applicable to the SCJPC process.

Review of Action Items

- Mr. Mathisen to organize a meeting with Varasset on Tuesday, April 24, 2018 at 11:00 a.m. with the following interested members: Frontier, City of Los Angeles, AT&T California, and So. California Edison.
- Mr. Mathisen to organize a meeting with Dominion of Virginia with AT&T California and So. California Edison.
- Wind Lake Solutions to be reassigned from the Operating committee to the NJUNS ad hoc committee.

The meeting adjourned at 10:35 a.m. until May, 2018.

Jennie Corella – Committee Transcriber

Southern California Joint Pole Committee

279 E. Arrow Hwy., Suite 104

San Dimas, CA 91773

Phone (909) 599-3801

The **NJUNS Committee**
did not meet in May 2018.

Southern California Joint Pole Committee

279 E. Arrow Hwy., Suite 104

San Dimas, CA 91773

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The **NJUNS Committee**
did not meet in June 2018.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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July 18, 2018

A regular meeting of the **NJUNS Committee** took place on the above date, at 10:40 am., at the Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Mr. Ronald Schram	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. Wayne Brown	Southern California Edison
Ms. April De Barge	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Ms. Lynn Prescott	Verizon Wireless
Ms. Samantha Carrillo	Time-Warner Cable
Ms. Maria Ortiz	XO Communication
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Ms. Shawn Henderson	T-Mobile USA
Mr. Brandon Robinson	City of Banning
Mr. Joe Armstrong	City of Pasadena
Mr. Dave Campo	City of Lompoc
Mr. John Vu	City of Anaheim
Mr. Bret Plaskey	Frontier Communications
Ms. Lupe Hernandez	Teleport Communications America, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff
Ms. Jennie Corella	Committee Transcriber

Those attending via teleconference were:

Mr. Dan Garden	MCI Telecom/MCI Metro
Ms. Kay Black	AT&T California
Ms. Linda McLean	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Mr. Dan Garden	MCI Telecom/MCI Metro

Chairperson, Mr. Brown called the meeting to order at 10:41 am by addressing the first item on the agenda, the review of **April's meeting minutes**. There were no questions or comments.

The second agenda item is **Item 1588: NJUNS Investigation.** Mr. Brown reported that Edison and Frontier will participate in an NJUNS pilot program. Mr. Plaskey stated that the pilot program will be in the Redlands district. He added that they will initiate test JPAs through the process to identify any issues. Ms. Carmichael stated that the AT&T California staff that were familiar with NJUNS and be best suited to the pilot program are no longer with the joint pole office. Therefore, she is not aware who would be available from AT&T California to participate in the pilot program. Mr. Brown stated that when the pilot program is complete and any issues have been identified they will share a presentation with all members to gain their input on the process and any other issues within NJUNS. He added that there is a one-time no cost enhancement to NJUNS which will fit the current JPA process, therefore, it is important to address all and any issues within NJUNS. He further added that once NJUNS is enhanced to fit the JPC process any other enhancements are at an additional cost. Mr. Plaskey stated that the trial pilot should identify issues that do not conform to the JPA process. Therefore, it is imperative that all the members review the NJUNS process and identify the issues prior to having NJUNS enhance their program to adhere to the SCJPC JPA process.

Mr. Brown reported that NJUNS is releasing a new product available on July 25th. He inquired if any members have an interest in joining a training module are welcome to join via teleconference.

The third item on the agenda is **Wind Lake Solutions and/or Varasset.** Mr. Brown stated that the members have not arrived at a decision at this time. Mr. Williams stated that Wind Lake Solutions is waiting for a response to moving forward with their work shop proposal. He added that they are no longer Wind Lake Solutions in that they have been purchased by a larger organization who's name escapes him at this time. He added that other than the purchase of Wind Lake by another organization Wind Lake continues to operate in the same fashion. He further added that since Varasset is associated with NJUNS perhaps Varasset would prove the better option, although Wind Lake could work with NJUNS as well. The consensus is to discuss this further after the NJUNS pilot program. Mr. Plaskey inquired if any other members would like to participate in the NJUNS pilot program? Mr. Williams stated that he would like to listen in on the pilot program. Mr. Brown stated that the NCJPA should be included in that the program and database is for the entire state of California. It is agreed that the NJUNS JPA process would be the method performed by the SCJPC and that the NCJPA would need to adhere to the SCJPC enhanced process.

Mr. Plaskey stated that once the process has been presented to the SCJPC and the issues addressed, then Mr. Plaskey will present it to the NCJPA.

Those members who will join via a bridge are AT&T California, City of Los Angeles, Time-Warner, Cable Engineering, and Crown Castle. The meeting date and time will be arranged by Mr. Plaskey of Frontier.

There were no **Miscellaneous Items.**

Review of Action Items

- Mr. Plaskey to schedule an NJUNS overview meeting in the middle or latter part of August.

The meeting adjourned at 10:56 am until further notice.

Jennie Corella – Committee Transcriber

Angela Pranata

From: Angela Pranata <angela@scjpc.net>
Sent: Thursday, February 15, 2018 9:01 AM
To: Manijeh Carmichael (mn2861@att.com); JOSHUA A MATHISEN (jm6347@att.com)
Cc: Lynn Prescott (lynn.prescott@cableeng.com); 'Lupe Hernandez'; 'Plaskey, Bret'; 'Stewart, Megan'; Gerald "Wayne" Brown (Gerald.Brown@sce.com); 'April DeBarge'; Jessica Nix (Jessica.Nix@sce.com); Valerie Mitwasi; Maria Ortiz; 'Yvonne Johnson'; 'Alicia Smith'; 'Shawn Henderson'; Jeffery Williams ; 'Ruben L. Hauser (Ruben.Hauser@ladwp.com)'; 'Schram, Ronald E.'; 'Serrato, Joe'; 'Carrion, Earle'; Samantha Carrillo (Charter); 'Arraj, Ayman'; 'Daniel Lippert (DLippert@burbankca.gov)'
Subject: SPANS questions (with some answers) for SCJPC (Operating Committee)

To Operating Committee,

I received the questions from SPANS this morning:
(my answers in blue)

- *How many jointly owned poles are part of the SCJPC. Meaning, we know that some poles are solely owned by some of the members, but approximately how many are jointly owned by more than one member?*

From: SCJPC database

1,190,185 Active Poles

1,938,540 (Active Poles and Dead Records).

- *How many solely owned poles do the members have? For example, Burbank has about 11,000 poles, and about approximately 1000 of those are solely owned by Burbank. What does that make up look like for the other members? Guesstimates will be fine.*

Need to ask the Members for solely owned poles

- *Approximately how many JPA's are generated per year on average for joint poles?*

From: SCJPC database

2017: 10,150

2016: 8940

2015: 6998

2014: 6932

2013: 7091

Average is 8022.2

However, it looks like the number of JPAs is increasing.

- *Approximately how many JPA's are generated per year on average for solely owned poles? None*

These numbers will be used to determine the "utilization fees" for SPANS. As I mentioned, there will be an implementation fee and an annual utilization fee or subscription fee. We will use the numbers you provide to determine some idea of that annual cost.

Kenton Graber
WIND LAKE SOLUTIONS, INC.

Thank you,
Angela Pranata

Manager of Operations
So. Ca. Joint Pole Committee
279 E Arrow Hwy, Suite 104
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Ph: 909-599-3801 x203
Fax: 909-599-3825
angela@scjpc.net

Angela Pranata

From: Kenton Graber <kgraber@windlakesolutions.com>
Sent: Monday, February 19, 2018 10:44 AM
To: Angela Pranata; 'Williams, Jeffery A.'
Subject: WLS - SCJPC Design Workshop SOW - Final
Attachments: WLS - SCJPC Design Workshop SOW - Final.pdf

Good morning Angela and Jeff – my apologies for taking so long to pull this together.

Thank you for this opportunity for Wind Lake Solutions to provide the SCJPC this Firm Fixed Price SOW to conduct a requirements gathering workshop for the implementation of WLS's joint use management system, SPANS. As I mentioned on the call, this process will pin down the exact and precise requirements for your committee to utilize SPANS. As stated within this SOW, the end goal is to document the requirements for the committee and produce a firm fixed SOW to implement SPANS for all members of the committee.

I will follow up with you in a day to two. Please look this over and let me know if you have any concerns or questions in the meantime.

Thanks again and I hope to hear from you soon!

~ Kenton

[Kenton Graber](#)

WIND LAKE SOLUTIONS, INC.
400 Bay View Road, Suite A | Mukwonago, WI 53149
Direct: 785.379.9922 | Mobile: 785.554.7112
kgraber@windlakesolutions.com



Kenton Graber
VP Customer Solutions

February 18, 2018

Angela Pranata
Manager of Operations
Southern California Joint Pole Committee
279 E Arrow Hwy, Suite 104
San Dimas, CA 91773
Delivered via: angela@scjpc.net

cc: Jeffery A. Williams Jeffery.Williams@ladwp.com

RE: SPANS Requirements Workshop for SCJPC

Dear Angela,

Thank you for this opportunity for Wind Lake Solutions (WLS) to provide the Southern California Joint Pole Committee (SCJPC) this Firm Fixed Price (FFP) SOW to conduct a requirements gathering workshop for the implementation of WLS's joint use management system, SPANS. WLS' SPANS (Spatially-enabled Permitting And Notification System) is a hosted, web-based, system designed to manage the workflows and communications associated with a comprehensive list of joint use and joint ownership pole attachment activities. These activities include permitting for new attachments, pole replacements, attachment transfers, attachment relocations, code violation corrections, maintenance activities, etc.

Wind Lake Solutions has on two occasions presented SPANS to the SCJPC. As part of those presentations, we have a high level understanding of the unique joint use requirements that come with many organizations sharing ownership of poles in your service territories. The intent of this FFP SOW is to conduct an on-site workshop to obtain details around those requirements and determine the implementation costs and subscription fees for utilization of SPANS by all SCJPC members. Based on our extensive experience with these types of projects, and with a detailed understanding of SCJPC's requirements, we feel the WLS team is uniquely qualified to provide the committee members a true, long-term partnership for managing joint use activities between all members of the SCJPC.

Objectives

This SOW describes the activities and requirements to conduct a thorough workshop for the purpose of gathering the functional and technical requirements for implementing the SPANS software solution for the SCJPC.

- The workshop is an opportunity for Wind Lake Solutions and the SCJPC to confirm or correct assumptions about how SPANS will be used by the committee members.
- The requirements will be aligned with the SPANS baseline system capabilities so that gaps can be identified and resolved, including modifications to account for multiple pole owners.
- The deliverable of the requirements workshop will be used as input into a separate Statement of Work to design and implement the SPANS software solution for use by all members.

WIND LAKE SOLUTIONS, INC.

400 Bay View Road, Suite A • Mukwonago, WI 53149

Tel: 785.379.9922 • Cell: 785.554.7112 • email: kgrabers@windlakesolutions.com

Description of Work to be performed

The following section describes the tasks that will be performed before, during and after the on-site requirements gathering workshop. The workshop will take place over a two day time period in the offices of the SCJPC located in San Dimas CA.

Requirements Workshop

Wind Lake Solutions will conduct an on-site Requirements Workshop where WLS and a specified sub-set of committee members will conduct the following tasks:

- Prior to the workshop, SCJPC will identify the sub-set of committee members for the workshop. (6-8 members)
- Prior to the workshop, SCJPC will provide to WLS documentation regarding forms, documents, screen captures, etc. currently utilized by the committee to track and report joint use activities.
- WLS will organize information provided and create a specific agenda for the workshop
- WLS and SCJPC sub-committee will review project objectives
- WLS and SCJPC sub-committee will review existing SCJPC business processes
- WLS and SCJPC sub-committee will review SCJPC functional and technical requirements
- WLS and SCJPC sub-committee will review SCJPC operational (quality) requirements
- WLS and SCJPC sub-committee will discuss capabilities and options of the SPANS solution
- WLS and SCJPC sub-committee will discuss how SCJPC business processes align with SPANS baseline operation
- WLS and SCJPC sub-committee will discuss future state SCJPC business processes

Project Documentation

Wind Lake Solutions will deliver the following documents after of the conclusion of the Requirements Workshop as described above:

- Detailed Solution Requirements Specification document that includes the following sections organized by component:
 - Functional Requirements
 - Technical and Architecture Requirements
 -
 - Functional and Technical gaps
 - Customization Requirements
- Workflow and process diagram
- Solution Architecture Diagram
- Draft SOW for the project implementation phases
- Project plan and schedule of Deliverables
- Training approach

Documentation Reviews and Revisions

- SCJPC will review the project documentation as described in the previous section and provide written feedback as a list of issues and changes.
- SCJPC and Wind Lake Solutions will jointly review the list of issues and changes and agree on revisions.
- Wind Lake Solutions will provide updated project documentation after the issue review.
- Wind Lake Solutions will conduct a final walk through of all project documentation

Responsibilities

SCJPC

- SCJPC will provide Wind Lake Solutions with a project manager to act as a single point of contact for this Statement of Work.
- SCJPC will provide the necessary business and technical resources to facilitate adequate collaboration during the workshop meetings.
- SCJPC will provide a suitable working environment for the Requirements Workshop as follows:
 - Access as appropriate to building and rooms.
 - Work areas and spaces required to conduct the workshop meetings.
 - A space large enough to accommodate WLS and all SCJPC sub-committee participants.
 - Overhead projector, projector screen, white board, and flip charts.
- SCJPC will provide Wind Lake Solutions with preliminary requirements documentation as inputs into the workshop. This documentation will be provided at least two weeks prior to scheduled workshop.

Wind Lake Solutions

- Wind Lake Solutions will provide SCJPC with a project manager to act as a single point of contact for the performance of its obligations under this Statement of Work. The project manager will manage Wind Lake Solutions resources to successfully execute and deliver the services as described within this SOW.
- Wind Lake Solutions will provide the necessary technical resources to perform the services described within this SOW.
- The Wind Lake Solutions project team will attend all scheduled conference calls for project planning and execution.

Acceptance Criteria

SCJPC will accept the Services described within this SOW upon successful completion of such Services.

Project documentation will be determined acceptable based on the following criteria:

- Complete/Thoroughness
- Accuracy
- Readability

SCJPC will provide written acceptance or rejection of the project documentation within 5 business days of the final project documentation walkthrough.

WIND LAKE SOLUTIONS, INC.

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Payment

Contract fees are fixed in the amount of \$14,075 and are inclusive of all travel expenses. Travel is expected to be limited to one on-site trip to the SCJPC office. All other work described within this SOW will be performed remotely in the WLS office. All fees presented in this SOW are expressed in US dollars. Wind Lake Solutions will issue an invoice for the full amount upon receipt of written acceptance by SCJPC.

It is anticipated that if questions arise during this project, WLS employees will interact with specified SCJPC committee members to obtain information required to complete the work. Communication will be key to a successful project and WLS anticipates there will be regularly scheduled conference calls and WebEx meetings to accommodate the knowledge transfer required.

Angela, we thank you again for the opportunity to provide this FFP SOW. We look forward to working with you in support of this very significant and important project for the SCJPC. Please contact me at any time with your comments or questions.

Sincerely,

WIND LAKE SOLUTIONS, INC.

A handwritten signature in black ink, appearing to read "K. Graber".

Kenton Graber
Vice President – Customer Solutions

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

August 15, 2018

A regular meeting of the **NJUNS Committee** took place on the above date, at 10:24 a.m., at the Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Ms. Manijeh Carmichael	AT&T California
Mr. Wayne Brown	Southern California Edison
Ms. April De Barge	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Ms. Shawn Henderson	T-Mobile USA
Mr. Joe Armstrong	City of Pasadena
Mr. Dave Campo	City of Lompoc
Mr. John Vu	City of Anaheim
Mr. Bret Plaskey	Frontier Communications
Mr. Dan Garden	MCI Telecom/MCI Metro
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Those attending via teleconference were:

Mr. Iman Yossi Torbati	City of Vernon
Mr. Josh Mathisen	AT&T California
Ms. Kay Black	AT&T California
Ms. Jaclyn Puga	AT&T California
Ms. Linda McLean	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Mr. Brandon Robinson	City of Banning
Mr. Daniel Luty	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Ms. Lynn Prescott	Verizon Wireless
Ms. Samantha Carrillo	Time-Warner Cable
Ms. Maria Ortiz	XO Communication

Chairperson, Mr. Brown called the meeting to order at 10:24 a.m. by addressing the first item on the agenda, the review of **July's meeting minutes**. There were no questions or comments.

The second agenda item is **Item 1588: NJUNS Investigation**. Mr. Brown reported that Edison will be sending out buddy poles via email to the members outside of Frontier and AT&T California through NJUNS. He stated that if members are having difficulties with the NJUNS emails to contact him directly and he will walk members through it.

The third item on the agenda is **Wind Lake Solutions and/or Varasset**. Mr. Brown reported that discussed earlier at the Administrative Board was the Varasset proposal. It was agreed to move to consent calendar next month. A demo from Varasset will be scheduled soon after. He did ask members to please inform the Board if they are inviting someone to the demo therefore the board and staff can be prepared. Ms. Pranata inquired if the Varasset meeting will be held at SCJPC. Both Mr. Williams and Mr. Brown replied yes.

Mr. Plaskey reported that last month Edison and Frontier were to participate in an NJUNS pre-workshop. However, they decided it would be better to skip the middle step and go straight to the workshop in hopes to implement the program quicker.

There were no **Miscellaneous Items**.

Review of Action Items

- Varasset moved to consent calendar and demo to be scheduled thereafter.

The meeting adjourned at 10:27 a.m. until next month.

Ms. Kathleen Allen – Committee Transcriber

May 14, 2018

Southern California Joint Pole Committee (SCJPC)
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773

Subject: Scoping Session Proposal (QUO-01406-T0N5)

SCJPC steering team,

Based on our current understanding of SCJPC's requirements, we are proposing an on-site analysis session with key SCJPC subject matter experts (Phase 1). The goal of this session is to synthesize and prioritize the Committee's system requirements, resulting a concise SOW (Scope of Work), and a fixed-price bid to implement software to support the SCJPC's work processes.

UNDERSTANDING

It is our understanding that SCJPC maintains records on 1.2 million jointly-owned poles. They process approximately 4,800 Joint Pole Authorizations per year, representing approximately \$21,000,000 in transactions between members. These processes are currently handled in disconnected spreadsheets and JPMTS (Microsoft Access?), requiring time-consuming manual workarounds.

SCJPC is currently testing NJUNS in a limited geographic area, specifically for notifications.

Billing

SCJPC employees refer to paper binders of rates for individual activities, which they key into spreadsheets to generate costs for individual jobs. The costs are then split between stakeholders according to pole ownership. SCJPC sends the amounts due to the job stakeholders/members.

It is our understanding that no money is directly received by the committee. The amounts due are sent to the members, who take responsibility for payment. Dollars go directly from one member to another, meaning there is no need for the SCJPC software to interface with a finance (AR/AP) software platform.

Committee operational costs are based on total transactions processed by member, operating costs are then split between members. Additional analysis is required, but we believe this can be accommodated by reports.

Goals

SCJPC intends to implement a software platform that will:

1. Centralize their data into a single database
2. Significantly automate manual processes
3. Allow members to access queries and dashboards, providing real-time insight into open jobs, pole ownership, job costing details, and historical job data

APPROACH

We propose to add SCJPC functionality to the NJUNS core, to accommodate California-specific requirements not typically accommodated in NJUNS. As the developer of the NJUNS software, we are uniquely qualified to enhance and integrate with NJUNS, with minimal impact to the core NJUNS platform.

Our current understanding of SCJPC’s requirements leads us to propose a custom development NJUNS add-on. Although our Varasset product could support these functions, we believe SCJPC will be happiest with a custom solution, focusing precisely on their needs, with no extraneous functionality. For this reason, we are not proposing Varasset, though we expect to implement selected features we’ve developed for Varasset.

The on-site analysis session will establish project phases, but we expect the first phase will center around NJUNS 2018 functionality, followed by custom development for SCJPC billing and other processes.

COST

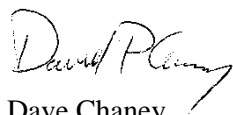
Task	Hours / Count	Rate	Subtotal
LABOR			
Planning & preparation	8	\$175	\$1,400
On-site analysis (two consultants)	24	\$175	\$4,200
SOW deliverable development	16	\$175	\$2,800
Subtotal			\$8,400
EXPENSE (ESTIMATE)			
Airfare	2	\$260	\$520
Rental car	2	\$80	\$160
Per diem (meals, etc.)	4	\$45	\$180
Hotel	2	\$155	\$310
Subtotal			\$1,170
PHASE 1 TOTAL			\$9,570

COST ASSUMPTIONS

- Phase 1 will produce an SOW and corresponding cost estimate for developing and implementing the software in Phase 2.
- Billing will occur monthly, based on actual hours worked.
- Success of this project depends on SCJPC members participating in the analysis session, and providing clear input.
- If SCJPC chooses to change scope or approach, the cost will be re-estimated/re-approved by SCJPC.
- Expenses are estimated, based on current rates. Actual expenses will be passed through at face value, with no administrative mark-up.

This proposal expires August 25, 2018. Please feel free to contact me with any questions.

Sincerely,



Dave Chaney
 (360) 882-4002 ext. 203
david.chaney@varasset.com

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

September 19, 2018

A regular meeting of the **NJUNS Committee** took place on the above date, at 10:17 a.m., at the Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Mr. Ronald Schram	City of Los Angeles
Mr. Josh Mathisen	AT&T California
Ms. Cory Crawford	AT&T California
Mr. Wayne Brown	Southern California Edison
Ms. April De Barge	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Ms. Lynn Prescott	Verizon Wireless
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Mr. Daniel Luty	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Mr. Sven Knauth	City of Burbank
Mr. Dave Campo	City of Lompoc
Mr. John Vu	City of Anaheim
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Those attending via teleconference were:

Mr. Bret Plaskey	Frontier Communications
Ms. Megan Stewart	Frontier Communications
Mr. Dan Garden	MCI Telecom/MCI Metro
Ms. Shawn Henderson	T-Mobile USA
Ms. Kay Black	AT&T California
Ms. Jaclyn Puga	AT&T California
Ms. Linda McLean	Extenet Systems
Ms. Marcy Quayle	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Samantha Carrillo	Time-Warner Cable
Ms. Maria Ortiz	XO Communication
Ms. Lupe Hernandez	Teleport Communications America
Mr. Gabriel Rosales	AT&T California
Ms. Linda Paradise	AT&T California

Chairperson, Mr. Brown called the meeting to order at 10:17 a.m. by addressing the first item on the agenda, the review of **August's meeting minutes**. There were no questions or comments.

The second agenda item is **Item 1588: NJUNS Investigation**. Mr. Brown reported that NJUNS had upgraded to the news NJUNS platform. He did mention there are a few problems; however, NJUNS is working on fixing them. In the next few days, Mr. Brown will test the new platform and see if there are any issues with the way the south is running with buddy poles and other matters. If there are any problems he will contact and inform NJUNS.

The third item on the agenda is **Wind Lake Solutions and/or Varasset**. Mr. Brown reported that Varasset proposal was approved earlier at the Administrative Board meeting. Dates now need to be scheduled for Varasset to come out and conduct their workshop. Mr. Mathisen commented that the workshop is for Varasset to ask members questions. Mr. Brown commented as well, the workshop is for Varasset to come out to show the members what they have, how can they help, and answer any questions members have. Mr. Brown then inquired when he should set up the workshop with Varasset. October, November or wait until next year. Mr. Mathisen and Mr. Plaskey both commented to have them come this year and as soon as time permits in Varasset's schedule. Mr. Plaskey commented that he will be inviting subject matter experts from Frontier. After further discussion the consensus of the members were to schedule Varasset to come out preferably the day of (Wednesday) or days following (Thursday and/or Friday) the October meetings or anytime between October 18th through October 31st. Mr. Brown will contact Dave Boring and see if those dates are available or if they can provide some dates. Once dates are established, Mr. Brown will contact Ms. Pranata and have her send an email/invite out. Ms. Pranata inquired if the workshop is open to all members and SME's to attend. Mr. Brown confirmed yes. Ms. Pranata commented the conference room may be too small to house that many people. Mr. Mathisen commented that only a limited amount of people will come. Mr. Brown commented the meeting can be a WebEx if necessary.

There were no **Miscellaneous Items**.

Review of Action Items

- Mr. Brown to look into the new NJUNS platform.
- Mr. Brown to contact Dave Boring to schedule the Varasset two day workshop.

The meeting adjourned at 10:26 a.m. until next month.

Ms. Kathleen Allen – Committee Transcriber

May 14, 2018

Southern California Joint Pole Committee (SCJPC)
279 E. Arrow Hwy., Suite 104
San Dimas, CA 91773

Subject: Scoping Session Proposal (QUO-01406-T0N5)

SCJPC steering team,

Based on our current understanding of SCJPC's requirements, we are proposing an on-site analysis session with key SCJPC subject matter experts (Phase 1). The goal of this session is to synthesize and prioritize the Committee's system requirements, resulting a concise SOW (Scope of Work), and a fixed-price bid to implement software to support the SCJPC's work processes.

UNDERSTANDING

It is our understanding that SCJPC maintains records on 1.2 million jointly-owned poles. They process approximately 4,800 Joint Pole Authorizations per year, representing approximately \$21,000,000 in transactions between members. These processes are currently handled in disconnected spreadsheets and JPMTS (Microsoft Access?), requiring time-consuming manual workarounds.

SCJPC is currently testing NJUNS in a limited geographic area, specifically for notifications.

Billing

SCJPC employees refer to paper binders of rates for individual activities, which they key into spreadsheets to generate costs for individual jobs. The costs are then split between stakeholders according to pole ownership. SCJPC sends the amounts due to the job stakeholders/members.

It is our understanding that no money is directly received by the committee. The amounts due are sent to the members, who take responsibility for payment. Dollars go directly from one member to another, meaning there is no need for the SCJPC software to interface with a finance (AR/AP) software platform.

Committee operational costs are based on total transactions processed by member, operating costs are then split between members. Additional analysis is required, but we believe this can be accommodated by reports.

Goals

SCJPC intends to implement a software platform that will:

1. Centralize their data into a single database
2. Significantly automate manual processes
3. Allow members to access queries and dashboards, providing real-time insight into open jobs, pole ownership, job costing details, and historical job data

APPROACH

We propose to add SCJPC functionality to the NJUNS core, to accommodate California-specific requirements not typically accommodated in NJUNS. As the developer of the NJUNS software, we are uniquely qualified to enhance and integrate with NJUNS, with minimal impact to the core NJUNS platform.

Our current understanding of SCJPC’s requirements leads us to propose a custom development NJUNS add-on. Although our Varasset product could support these functions, we believe SCJPC will be happiest with a custom solution, focusing precisely on their needs, with no extraneous functionality. For this reason, we are not proposing Varasset, though we expect to implement selected features we’ve developed for Varasset.

The on-site analysis session will establish project phases, but we expect the first phase will center around NJUNS 2018 functionality, followed by custom development for SCJPC billing and other processes.

COST

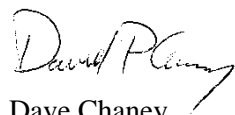
Task	Hours / Count	Rate	Subtotal
LABOR			
Planning & preparation	8	\$175	\$1,400
On-site analysis (two consultants)	24	\$175	\$4,200
SOW deliverable development	16	\$175	\$2,800
Subtotal			\$8,400
EXPENSE (ESTIMATE)			
Airfare	2	\$260	\$520
Rental car	2	\$80	\$160
Per diem (meals, etc.)	4	\$45	\$180
Hotel	2	\$155	\$310
Subtotal			\$1,170
PHASE 1 TOTAL			\$9,570

COST ASSUMPTIONS

- Phase 1 will produce an SOW and corresponding cost estimate for developing and implementing the software in Phase 2.
- Billing will occur monthly, based on actual hours worked.
- Success of this project depends on SCJPC members participating in the analysis session, and providing clear input.
- If SCJPC chooses to change scope or approach, the cost will be re-estimated/re-approved by SCJPC.
- Expenses are estimated, based on current rates. Actual expenses will be passed through at face value, with no administrative mark-up.

This proposal expires August 25, 2018. Please feel free to contact me with any questions.

Sincerely,



Dave Chaney
 (360) 882-4002 ext. 203
david.chaney@varasset.com

Southern California Joint Pole Committee

279 E. Arrow Hwy., Suite 104

San Dimas, CA 91773

Phone (909) 599-3801

The **NJUNS Committee**
did not meet in October 2018.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

November 21, 2018

A regular meeting of the **NJUNS Committee** took place on the above date, at 10:34 a.m., at the Committee office.

Those in attendance were:

Mr. Jeff Williams	City of Los Angeles
Mr. Ronald Schram	City of Los Angeles
Mr. John Bacon	City of Los Angeles
Mr. Bret Plaskey	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. Josh Mathisen	AT&T California
Mr. Wayne Brown	Southern California Edison
Mr. Earle Carrion	Crown Castle NG West Inc./NewPath/CA-CLEC LLC
Mr. John Vu	City of Anaheim
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Those attending via teleconference were:

Ms. Cory Crawford	AT&T California
Ms. Kay Black	AT&T California
Mr. Dan Garden	MCI Telecom/MCI Metro
Mr. Joe Armstrong	City of Pasadena
Mr. Brandon Robinson	City of Banning
Ms. Lynn Prescott	Verizon Wireless
Ms. Jaclyn Puga	AT&T California
Ms. Linda McLean	Extenet Systems
Ms. Yvonne Johnson	AT&T Mobility
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Samantha Carrillo	Time-Warner Cable
Ms. Maria Ortiz	XO Communication

Chairperson, Mr. Brown called the meeting to order at 10:34 a.m. by addressing the first item on the agenda, the review of **September's meeting minutes**. There were no questions or comments.

The second agenda item is **Item 1588: NJUNS Investigation**. Mr. Brown reported that NJUNS two day work shop occurred last month. He mentioned that homework/action items were given to the committee to answer. Mr. Mathisen inquired if they should schedule a date and time now to go over the action items. After some discussion, the committee agreed to schedule a WebEx conference call for Monday, December 10th at 9:00am. Ms. Pranata informed the committee that she will be out of the office on vacation on December 10th. Ms. Allen will host and record the conference call and be available for questions. Ms. Pranata then inquired who she should send the invitation too and if the members will be coming to the SCJPC office or will the conference call completely online. Mr. Mathisen commented to invite all the Members. Mr. Williams and Mr. Mathisen both stated conference call only.

The third item on the agenda is **Wind Lake Solutions and/or Varasset**. Varasset: Where to host future database server? In house? Cloud? Mr. Williams commented if the committee goes with Varasset it can be hosted from SCJPC and Wind Lake would be cloud based. Ms. Pranata commented that SCJPC does not have the internet connection or speed to host in house. Mr. Mathisen commented that it would be best to get on the cloud with the backup and with what the cloud has to offer. Mr. Williams agreed and stated that LADWP is moving into cloud based because it is more secure. Mr. Plaskey inquired if this item should be tabled until the committee sees what Varasset proposal is and/or see what Wind Lake has to offer as well. Mr. Williams inquired what the committee's preference would be. To host in house or Cloud? Mr. Plaskey stated it would be less maintenance using the Cloud. Mr. Williams agreed and commented that Ms. Pranata previously stated the SCJPC does not have the speed to host in house. Mr. Williams inquired about the Friend database and how it is currently stored. Ms. Pranata commented the website information is stored on the Cloud. However, there is not that much information. She explained what is on the website is just to view verses a software you edit, add, delete, etc. Mr. Mathisen inquired how the committee goes about this and if Ms. Pranata has done this in the past or do they need to get someone to do it. Mr. Pranata stated that Wind Lake gave homework as well and it has not been discussed. Mr. Plaskey stated that research needs to be done and get three vendors and let them know what the committee's needs are. Mr. Williams stated the Wind Lake will be hosting the Cloud and doing repairs themselves. It is not a onetime fee. It is yearly maintenance fee. He was not sure how Varasset worked. Mr. Plaskey stated that Varasset would develop the software but SCJPC would need to host. Mr. Williams commented we would need to know what it cost for the Cloud or to host in house. Ms. Pranata commented that Varasset could probably recommend a Cloud company. Mr. Mathisen commented he would get a contact from AT&T. Mr. Plaskey stated he too will get a contact from Frontier as well. This item will be tabled until next month.

Miscellaneous Items.

Collecting Lat/Long for pole records (From Varasset workshop)

Mr. Brown opened by inquiring if the Members are going to reach out to their companies to see if latitude and longitude is doable. Mr. Williams commented what companies have currently should be sent in. Mr. Plaskey commented that Frontier has an excel file with the information. Mr. Brown inquired having latitude and longitude on pole records would be good and not for just Varraset. Mr. Williams commented regardless of Varaset members should submit lat/long. Mr. Mathisen inquired whose record would take precedence. He stated that AT&T California's lat and long are by dropping a pin in their own engineering database. If AT&T is on an SCE pole they would go by SCE lat and long. Mr. Williams commented that LADWP is similar to AT&T California. One would have to overlay a map and drop pins to figure out where the poles are located. Mr. Armstrong stated it depends on what maps are being used. If City of Pasadena were to drop a pin on the map they used, which is based on the State Plane projection, they would get an X Y coordinate not necessarily lat/long. They would need to go through a conversion process to get latitude and longitude. He further stated that everyone needs to be aware how their map(s) work to get that information. Mr. Plaskey commented Frontier's are based on where their engineer's arbitrary drop the symbol. Mr. Armstrong commented if you are within 10 feet you are close enough. He continued that if City of Pasadena was to export their data and said it was lat/long you wouldn't end up where poles are exactly located. Mr. Plaskey commented he did not want to go with Frontiers records and go with a company that has more of a reliable asset accounting system. Mr. Williams will inquire if LADWP uses lat/long or X Y coordinates. Mr. Schram commented LADWP has both. Mr. Armstrong stated that lat/long is generally used in a consumer grade GPS unit to locate the pole. Mr. Plaskey inquired if solely owned poles would be included as well. Mr. Williams commented no because they are not in the current database. If in the future the committee goes to a different system they may be included to make it easier for the purchasing of interest. Mr. Mathisen stated that it did not seem like a problem for companies to submit lat/long. It just may take some time to compile the date of the different companies. He inquired what the next step would be. Ms. Pranata stated for SCE and LADWP to send her an excel file. Once she receives the file(s) she can ask the developer if he can upload it. She also requested the file submitted to be by pole number. Mr. Williams comment to perhaps start with just M poles. Mr. Mathisen inquired what kind of error checking will there be. Mr. Williams commented if M submits M poles and E submits E poles there shouldn't be that many errors. Mr. Mathisen stated AT&T California's GPS is not that good and inquired if someone else has that information on H poles to submit. Mr. Brown commented SCE may have the information. Mr. Williams stated that LADWP may have the information as well. He can get everything together and separate by pole owner. Then AT&T can do an Excel conversion to convert them and look for the information needed. Mr. Williams commented to start with a sample and go from there. Mr. Mathisen inquired if SCE is ok with providing the information. Mr. Brown stated he thinks so. After further discussion, SCE, DWP, and D will provide lat/long for a sample.

Wind Lake Presentation

Mr. Mathisen inquired if Wind Lakes Solution is to do another presentation or a workshop. Mr. Williams explained that Wind Lakes Solutions was bought out by SSP.

SSP is not eliminating Wind Lakes. SSP is a GIS based system and they wanted to have something less expensive to offer. He continued to explain that SSP Wind Lakes would like to come out and do another presentation on what they have to offer and go from there. Mr. Brown inquired that it would not be a workshop but a presentation. Mr. Williams commented that it would be a presentation to see if the committee is interested in moving forward. He then stated that he can contact them again and exactly find out. He did notify them and let them know that the committee is busy with Varasset. However, if the committee would like he will contact them and schedule a time for the presentation. Mr. Plaskey inquired if Wind Lake's has a working model of what their program looks like and if it is being used in California already. Mr. Williams stated that they have presented it before and he doesn't believe anyone is using it in California. He continued that LADWP is going to use SSP for a maintenance program. Mr. Mathisen inquired who SSP is and what do they do. Mr. Williams commented SSP Innovations does work management that designs through their program. They also have an inspection program that covers detail and patrolled inspections and sets up ones schedule for them. This program does the patrol inspection for you as you drive by. They can easily develop the process. However, they are not looking to provide the whole SSP process because it is more as a company based system and is costly. Wind Lakes is their joint use portal. Mr. Williams will contact Wind Lakes for a presentation at the committee's request. He commented he does not want the committee to get bombarded all at once and not know what direction to go. Before making a decision with any company Mr. Williams advised to wait to see what Varasset has to offer. Then have Wind Lakes present again and see what they can offer and then go from there. Mr. Williams mentioned that IKE wants to come back for another presentation as well because they have developed a newly joint use system. Mr. Mathisen stated that IKE can be scheduled in January and at that point see where the committee stands with Varasset. Then have Wind Lake come back for a presentation thereafter. Mr. Williams commented he will reach out to Wind Lakes and find out exactly what they want to present. Mr. Brown inquired if the committee is going to schedule anyone for January. Mr. Williams inquired if IKE has contacted Ms. Pranata. She commented no. He then inquired if everyone knew what IKE is. IKE takes pictures and collects data. Now they developed a program to use the data that is gathered from the device. The downfall is the learning curve. Mr. Williams has used IKE and believes in it. However, the learning curve is huge. Pole heights are within two to three inches and you do not necessarily need to send someone out to do measurements because the measurements are on the pictures. After some discussion, the committee agreed to have Mr. Williams contact IKE and schedule a presentation in January during the Administrative Board Meeting.

Review of Action Items

- Conference call to be scheduled for December 10, 2018 to go over the homework assigned by Varasset.
- SCE, DWP, and D to provide samples of lat/long to Ms. Pranata.
- Mr. Williams to schedule an IKE presentation in January.

The meeting adjourned at 11:02 a.m. until next month.

Ms. Kathleen Allen – Committee Transcriber



Southern California Joint Pole Committee

Phase 1

Discovery Analysis Session

October 18-19



Decisions

- NJUNS
 - Buddy poles
 - Form 11 (violation/notification of G.O. 95 nonconformance)
 - Member adds riser to jointly owned pole (form 9) – handle as attached file to pole record
- Custom dev / Varasset
 - JPA processing (forms 2, 7, 48, 2 Final)
 - Member “purchase interest” (prevent purchase interest overlap)
 - Billing (form 44, etc.)
 - Routing and tracer form to track JPA processing (form 49) - use workflow/report

NJUNS Subcommittee Tasks

- Confirm NJUNS subcommittee represents stakeholder types
- Review NJUNS online training & documentation, make assignments
- Map NJUNS ticket types (Appendix A for definitions) to SCJPC Sections
 - *Assignment 1 worksheet*
- Update Priority Codes (“GO95 to be updated at a later date”)
- Update Step/Job Types (grouped by Ticket Type). Current list provided by Wayne, but needs input from other members.
- Pool of hours for Josh to support Angie & subcommittee?

Other Committee Tasks

- Discuss abolishing “partial Form 48”?
- Collect all drop-down items for various forms
- Collect lat/long for poles (187 out of 100k poles in Friend)
- Homework assignments (Dave C to send worksheets to Angela)
 - Estimated volume by process by organization - **Assignment 2 worksheet**
 - Interface requirements - **Assignment 3 worksheet**
- Define discrete steps in Form 2 workflow (see Josh M’s example on next slide)
 - Dave C to send draft workflow to Committee
- Review and approve approach
 - Dave C to draft and send to Committee

Workflow?

1. Ready to Send (Internal Date)
2. Sent To Utility (Between Members)
3. Sent to Engineering for Review (Internal Date)
4. Confirming Agreement (Between Members)
5. Sent to Construction (Internal Date)
6. Form 48 Package Received from Construction (Internal Date)
7. Construction Changes (Internal Date)
8. Work Completed (Internal Date)
9. Correction after Work Completed (Internal Date)
10. Form 48 Sent to Other Owner(s) (Between Members)
11. Mapping Notified (Internal Date)
12. Sent to Billing (to SCJPC)
13. Correction after Sent to Billing (Between Members)
14. Resent to Billing (to SCJPC)
15. Form 2 Cancelled (Between Members)
16. Form 2 Deleted (Internal Date)
17. Form 2 To Be Revised (Between Members)
18. Form 2 Finalized (Internal Date)
19. Form 7 Received (Between Members)
20. Form 7 Resolved (Between Members)

NJUNS Ticket Types from Appendix A	SCJPC
<p>Attachment Request (PA) - For other utilities to request attachment to pole owners pole or Pole owner requesting other utility attachment to new in-line pole. Used for all permitting applications for new and over- lash attachment requests.</p>	
<p>Change of Ownership – Helps to formulate the elements of an exchange notice where either party may request to purchase title-ownership of a pole owned by the other party. Used by some companies as the notice of a change of ownership for tracking parity.</p>	
<p>Joint Trench – Two or more parties being place at the same time in the same trench. Only if joint trenching is being used would this ticket type be needed.</p>	
<p>Make Ready - Used to notify existing and new attachers of any make ready required to prepare for a new attachment.</p>	
<p>New - Used to note that the location is a New Pole Location and Job Steps will note required work by companies in the area of the new pole OR Used only when a new pole location is set (a line extension or a mid span pole. When a new in-line pole is set and utilities need to attach. There is no old pole to pull.</p>	
<p>Other - Used as a catch all for a ticket that does not fall into any of they above ticket type areas.</p>	
<p>Oversize Load – <u>Only in Georgia</u>, when a large object is being moved from one point to another that crosses under utility cabling, causing the utility companies to have to verify or re-engineer the route so that the move can be made.</p>	
<p>Pole Abandonment - Used by some companies when removing facilities from the pole and abandoning the pole's ownership to the joint user or other attacher on the pole.</p>	
<p>Pole Location Elimination - A pole location is being completely eliminated. All utilities need to remove from the pole and the pole needs to be pulled. This should not be used for Pole Abandonment.</p>	
<p>Transfer - A new pole is set adjacent to or near the pole being replaced and all utilities need to transfer from one pole to another and the old pole needs to be pulled.</p>	
<p>Violation - When a utility's attachment is verified to be in violation of NESC regulations and must be corrected.</p>	

Member	Annual JPA Volume
AT&T California (H & T)	
AT&T Mobility (LAC)	
ATC Outdoor DAS, LLC (AMT)	
CA-CLEC LLC (CCI)	
City of Anaheim (D)	
City of Azusa (MA)	
City of Banning (COB)	
City of Burbank (B)	
City of Colton (F)	
City of Glendale (A)	
City of Lompoc (LLW)	
City of Los Angeles (M)	
City of Pasadena (MP)	
City of Riverside (J)	
City of Vernon (V)	
Crown Castle NG West Inc. (NG)	
ExteNet Systems (California) LLC (EXT)	
Frontier Communications (FTR)	
Golden State Water Company (SCW)	
MCI Metro/ATS (ATS)	
MCI Telecommunications (MCI)	
Mobilitie, LLC (MOB)	
M-Power/Telepacific Communications (ICG)	
NewPath Networks (NPN)	
Southern California Edison (E)	
Sprint Communications L.P. (FON)	
Sprint Nextel Corporation (SPR)	
Teleport Communications America, LLC (TCA)	
Time Warner Cable (TWN & TWS)	
T-Mobile USA Inc. (PBM)	
Verizon Wireless (ATC)	
XO Communications (NXT)	

Interface Requirements

Member	Want Interface?	Internal Database(s)	Goals
AT&T California (H & T)			
AT&T Mobility (LAC)			
ATC Outdoor DAS, LLC (AMT)			
CA-CLEC LLC (CCI)			
City of Anaheim (D)			
City of Azusa (MA)			
City of Banning (COB)			
City of Burbank (B)			
City of Colton (F)			
City of Glendale (A)			
City of Lompoc (LLW)			
City of Los Angeles (M)			
City of Pasadena (MP)			
City of Riverside (J)			
City of Vernon (V)			
Crown Castle NG West Inc. (NG)	Yes	?	
ExteNet Systems (California) LLC (EXT)			
Frontier Communications (FTR)	Yes	Varasset	
Golden State Water Company (SCW)			
LADWP	Yes	Esri	?
MCI Metro/ATS (ATS)			
MCI Telecommunications (MCI)			
Mobilitie, LLC (MOB)			
M-Power/Telepacific Communications (ICG)			
NewPath Networks (NPN)			
Southern California Edison (E)	Yes	SAP	<ul style="list-style-type: none"> • Pole data upload • Intent initiation
Sprint Communications L.P. (FON)			
Sprint Nextel Corporation (SPR)			
Teleport Communications America, LLC (TCA)			
Time Warner Cable (TWN & TWS)			
T-Mobile USA Inc. (PBM)			
Verizon Wireless (ATC)			
XO Communications (NXT)			

Task	Notes	Task Type	Outside Resources	SCJPC Resources	Needed for Varasset proposal?	SCJPC Lead	Remarks
Confirm NJUNS subcommittee represents stakeholder types		Discussion	NONE	NJUNS ad hoc	No		
Review NJUNS online training & documentation, make assignments		Discussion	NJUNS	NJUNS ad hoc	No		
Map NJUNS ticket types (Appendix A for definitions) to SCJPC Sections	Assignment 1 worksheet	Discussion	NJUNS	NJUNS ad hoc	No		
Update Priority Codes (“GO95 to be updated at a later date”)		Discussion	NJUNS	NJUNS ad hoc for Members	No		
Update Step/Job Types (grouped by Ticket Type).	Current list provided by Wayne, but needs input from other members.	Discussion	NJUNS	NJUNS ad hoc for Members	No		
Pool of hours for Josh to support Angie & subcommittee?		Discussion	NJUNS		No		
Discuss abolishing “partial Form 48”?		Discussion	NONE	Members	No		
Collect all drop-down items for various forms	Form 2,48, 7, 9,11,2-Final, 44, 49	Discussion	Varasset	NJUNS ad hoc	Yes		
Collect lat/long for poles	(187 out of 100k poles in Friend)	Discussion/D ata	NJUNS	Members	No		
Estimated volume by process by organization	Assignment 2 worksheet	Data	NONE	SCJPC Office	Yes		
Define interface requirements	Assignment 3 worksheet	Data	NONE	Members	Yes		
Define discrete steps in Form 2 workflow (see Josh M’s example on next slide)	Dave C to send draft workflow to Committee	Discussion	Varasset	NJUNS ad hoc	Yes		
Review and approve approach	Dave C to draft and send to Committee	Discussion	Varasset	Members	No		
Get software security requirements documents from SCE and LADWP.			NONE	SCE, LADWP	No		