

Southern California Joint Pole Committee

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January 19, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:21 a.m., via teleconference:

Those in attendance were:

Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Mr. Wayne Brown	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Ms. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Ms. Tara Andrews	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc.
Mr. Earle Carrion	Crown Castle NG West Inc.
Mr. Marc Buan	Crown Castle NG West Inc.
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Jim Todaro	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Heidi Seropian	Extenet Systems
Ms. Dawn Laffoon	Mobilitie, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

President, Mr. Bacon called the meeting to order at 10:04 a.m. Mr. Bacon announced Mr. Treepaisan, Chairperson, was unable to attend the meeting. Therefore, Mr. Bacon was going to oversee it. Mr. Bacon then addressed the first item on the agenda, the review of the **prior meeting minutes**.

There were no questions or comments.

The second agenda item is the review of the **October 2021 Operating expense sheet**. Ms. Pranata opened and explained the Operating expenses for December 2021 were higher than usual due to three paydays.

The total 2021 budget was \$922,090.61, which was 14% lower than the approved budget.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Ms. Pranata reported that she spoke with Teleport Communications and payment is on the way. Ms. Pranata then requested status from Verizon Wireless. Ms. Ortiz stated, she will follow up with Mr. Murillo.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. Ms. Pranata reported for November 2021 there was 100% attendance. Ms. Pranata added the attendance exception Mr. Treepaisan proposed has been added to the website.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen reported she had a staff meeting on December 15, 2021. Discussed were multiple items. First on the list was duplicate JPAs received. Billers are to match the JPAs if they are exactly the same, billers are to bill the earliest one by "DATE SENT". If different, billers are to return both JPAs requesting clarification on which one to bill. Second, billers are to bill B JPAs joint with H account 653. Billers are not to return requesting the LA for H. Third, cells that do not show entire verbiage under Nature of Work, it is okay for billers to decrease font size so they can read what is shown in the entire cell and billers do not need to unprotect the sheet to decrease font size. Billers are not to return JPAs for this reason. Fourth, members can place/replace an arm on a pole and not be joint on it, the JPA will show a note stating who is to bill who. Fifth, SCJPC information that conflicts with Bill of Sale information, for example, the anchor shows in the anchor field but is not noted in the Bill of Sale, billers are to research and review the original JPA, if it is on file, and verify if there is actually an anchor on the pole record. Billers to update pole card to reflect original JPA, if JPA not on file, billers are to send back JPA to member requesting the information to be verified. Sixth, comments on JPAs from Member to SCJPC, if a note is in response to a SCJPC memo note, it is okay for billers to delete the note if issue is resolved and continue to process the JPA. Seventh, solely owned anchor on Record to be purchased and then removed on Proposed, solely owned anchor on JPA to be charged and then removed. Eighth, Section 9.4 with Section 7.4 with items (authorized costs) are being charged, items are unable to be charged with these two sections. The

JPA must include Section 7.11 in order for items to be charged. Ninth, newer pole number with older year set, no need to verify year set. Billers are to bill JPA as is and not return. Tenth, Section 7.11 with an invalid treatment on the pole. Per Billing Process Simplification, treatment on soon to be removed poles are no longer verified, billers are to ignore treatment and continue to process the JPA. Eleventh, Anchor on Record side of JPA and not on Proposed billers are not to return JPAs with this issue requesting members to put the anchor information on the proposed side. Technically they are not “proposing” to do anything with the anchor and do not need to be on proposed side. Twelfth, ATS/MCI typed in same column on a JPA, as long as nature of work states which company is doing the work, billers are to accept and bill as is. Finally, two members replacing a pole, only one member can replace a pole, billers are to return the JPA asking who replaced the pole.

Billers were then reminded on a few items. First, billers are to review the Billing Discrepancies list and make sure they are still following protocol on decisions made in 2020 or 2021. Billers are not to return JPAs for any of the reasons listed on the Billing Discrepancies list. For Correction of Record JPAs, one member correcting another member’s JPA, the JPA number must begin with the correcting member’s code and end with “COR” indicator. This is per the Routine Handbook. Billers were reminded, Engineered Steel Poles have their own grade and space chart in Section 16.1A in the Routine Handbook and requires Section 1.2 and a cost in order to bill properly.

The Form 7 pull date was moved up one day for December Bill of Sale.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Ms. Pranata) if other members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported in November 2021 the SCJPC office processed a total of 7,981 poles. In December 2021 the SCJPC office processed 8,574 poles. The Edison holdover/backlog is currently 2,090 JPAs. Mr. Bacon inquired what are holdover JPAs. Ms. Pranata explained that in the mid-2020, Edison started sending high volume of JPAs to the SCJPC and the office was unable to process all at once in one Bill of Sale. The holdover is a backlog of JPAs that Edison sent to SCJPC. Edison offered overtime and that helped in getting those JPAs processed from the backlog. Ms. Pranata added at one time, the backlog was at about 4,000 JPAs and is now down to 2,090 JPAs. Ms. Pranata is unsure when the backlog will be 0 since Edison continues to send in JPAs.

There were no further questions or comments.

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

SCJPC Work update:

SCE stopped offering overtime

Ms. Pranata reported as of January 5th, 2022, Edison stopped offering overtime to SCJPC. However, for December 2021 115.75 overtime hours were worked, and 1,764 poles processed during overtime.

Ms. Pranata then displayed a table to show the number of poles processed without overtime.

Mr. Bacon stated with the cut in overtime and Edison's submission numbers not going to change, he inquired if Edison could give commentary as to if the overtime will continue in January 2022 or as a needed basis throughout the year. Ms. Mitwasi stated it will be on a as needed basis as of now and Edison is not offering overtime for it. What Edison is submitting is going to be the standard course of business. Ms. Mitwasi is unsure it should be reliant that SCJPC needs overtime to manage the day to day. Perhaps the committee needs to assess how to move forward if SCJPC cannot keep up. Ms. Mitwasi stated she is unsure if Edison should be calculating overtime as part of the business model.

Mr. Bacon thanked Ms. Mitwasi for her answer.

Billing Errors/Questions

There were no Billing Errors or Questions.

Item 1774: Review of Sick/Vacation Time and Pension Distribution – (C.Crawford AT&T California)

Ms. Black stated Ms. Crawford got a new job. However, Ms. Black will review with Mr. Dailey and Ms. Crawford and see if this item can be removed and report back next month.

Item 1780: Review of Membership Application Fee – OPERATING (9/15/2021)

- Action Item from last month: Mr. Treepaisan to review the numbers and come back with a conclusion. Committee to review the numbers and memorialize.

Mr. Treepaisan was not in attendance; therefore, Mr. Bacon stated to defer this item to next month.

Operating Budget for 2022

- Draft 4 in Admin Board Consent

Ms. Pranata reported this was approved in the Administrative Board and the item can be removed.

MISC

New Lawyer

Ms. Pranata stated she was going to bring this up when Mr. Treepaisan was present since she discussed it with him over the phone and did not make it a bullet item. She also wanted to inform the committee that she has been communicating with a new lawyer which is the NCJPA's lawyer, Scott Shibayama. Ms. Pranata commented that Ms. Simms of the NCJPA highly recommended him. Ms. Pranata stated it will be discussed further next month.

Review of Action Items:

- None

The meeting adjourned at 10:20 a.m. until February 16, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		November 30, 2021			YTD Through November, 30 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries		52,787	43,850.04	8,937	580,661	492,925.82	87,735	15%	633,448
Regular	42,902.04					-	-		
Contract Labor	948.00					-	-		
OT & Contract Labor (SCE)*			5,156.92			67,148.11	(67,148)		
Insurance		6,667	6,492.16	175	73,333	71,080.36	2,253	3%	80,000
Health/Dental	6,492.16					-	-		
Life (quarterly)						-	-		
Payroll Taxes		4,487	3,175.38	1,312	49,356	34,883.02	14,473	29%	53,843
Payroll Taxes (SCE)*			394.45			5,649.16	(5,649)		
Workers Compensation		250	240.50	10	2,750	2,242.50	508	18%	3,000
Miscellaneous expenses/ Travel mileage reimbursement		100	-	100	1,100	187.73	912	83%	1,200
Telecommuting Reimbursement			-			1,228.00			
PENSION EXPENSE									
Contribution-SEP IRA		5,543	4,504.71	1,038	60,970	49,038.53	11,932	20%	66,513
Contribution-SEP IRA (SCE)*			541.48			5,700.41	(5,700)		
MONTHLY RECURRING									
Rent		9,175	9,437.19	(262)	100,925	101,573.91	(649)	-1%	110,100
Alarm System	Alarm Upgrade	50	199.00	(149)	550	648.91	(99)	-18%	600
Telephone (Frontier+Jive) Plus Cell phones	FRONTIER WILL CREDIT NEXT MONTH	829	863.76	(35)	9,121	8,770.07	351	4%	9,950
Cisco WebEx Plan		90	69.00	21	990	759.00	231	23%	1,080
Postage & Shipping		83	8.70	75	917	211.70	705	77%	1,000
Business/Property Insurance	Pro-Rated	167	-	167	1,833	1,460.50	373	20%	2,000
Committee Meetings & Transcriptions		292	-	292	3,208	4,433.50	(1,225)	-38%	3,500
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE	QUARTERLY	167	5.09	162	1,833	43.95	1,789	98%	2,000
						-	-		
						-	-		

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OPERATING EXPENSES		November 30, 2021			YTD Through November, 30 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
						-	-		
NETWORK SYSTEM						-	-		
LAN Maintenance & off-site online backup (CBE IT)	CBE IT SUPPORT PLUS ON SITE LABOR	1,050	1,665.00	(615)	11,550	11,515.00	35	0%	12,600
FRIEND Support	HYPERLINK	400	400.00	-	4,400	4,400.00	-	0%	4,800
Website & Data Center Hosting (Hardev)		775	775.00	-	8,525	8,525.00	-	0%	9,300
Microsoft Azure VM Setup*			6,806.02			6,806.02			
Email/Domain Host/Sharefile	Microsoft Accounts moved to CBE	258	197.50	61	2,842	3,288.39	(447)	-16%	3,100
Computer (Supplies,Maintenance,Repair)	\$ moved to LAN Maintenance above	92	(680.00)	772	1,008	1,543.93	(536)	-53%	1,100
Computer supplies (SCE)*						105.02	(105)		
PRINTING & SUPPLY						-	-		
Office Printing		92	-	92	1,008	57.07	951	94%	1,100
Office Supplies		167	113.79	53	1,833	998.43	835	46%	2,000
						-	-		
						-	-		
CONTRACT SERVICES						-	-		
CPA/Auditor		667	3,926.00	(3,259)	7,333	6,325.00	1,008	14%	8,000
Attorney*		542	48.00	494	5,958	4,760.00	1,198	20%	6,500
						-	-		
GENERAL EXPENSE						-	-		
Payroll Service Fees		100	93.00	7	1,100	1,023.00	77	7%	1,200
Bank fees/Checks printing	Pro-Rated	29	-	29	321	-	321	100%	350
Publications/Subscriptions/Reference	Pro-Rated	18	-	18	202	274.00	(72)	-36%	220
Seminars & Tuition		83	-	83	917	1,243.87	(327)	-36%	1,000
Team Building	QUARTERLY	167	250.00	(83)	1,833	1,718.59	115	6%	2,000
Member Retirement & celebration		108	-	108	1,192	254.04	938	79%	1,300
Total Operating Expenses		85,233.67	88,532.69	9,599.85	937,570.33	900,822.54	44,781.81	5%	1,022,804

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OPERATING EXPENSES		November 30, 2021			YTD Through November, 30 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
	Software Purchase (& minor website mods)	167	-	167	1,833	827.00	1,006	55%	2,000
	FRIEND modification*	2,813	-	2,813	30,938	-	30,938	100%	33,750
	Website Upgrade *	417	-	417	4,583	-	4,583	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
	Purchases/Leases (including Copy Machine)	467	424.86	42	5,133	4,757.80	376	7%	5,600
	Hardware Purchase	117	-	117	1,283	-	1,283	100%	1,400
	Laptop Purchase (SCE)*		-			1,302.49	(1,302)		
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,979.17	424.86	3,554.31	43,770.83	6,887.29	36,883.54	84%	47,750
	Interest Earned/Misc Income		(0.07)			(0.83)			
	Application Fee Credit Sonic Telecomm					(2,200.00)			
	*TOTAL SPECIAL BILLING SCE		(6,092.85)			(79,905.19)			
TOTAL		89,212.83	82,864.63	13,154.15	981,341.17	825,603.81	155,737.36	16%	1,070,554
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
12/7/2021									
			-						

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
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OPERATING EXPENSES		December 31, 2021			YTD Through December, 31 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	3 PAYDAYS	52,787	63,696.60	(10,909)	633,448	556,622.42	76,826	12%	633,448
Regular		62,544.60				-	-		
Contract Labor		1,152.00				-	-		
OT & Contract Labor (SCE)*			6,378.33			73,526.44			
Insurance		6,667	5,344.75	1,322	80,000	76,425.11	3,575	4%	80,000
Health/Dental		4,980.75				-	-		
Life (quarterly)		364.00				-	-		
						-	-		
Payroll Taxes	3 PAYDAYS	4,487	4,624.59	(138)	53,843	39,507.61	14,335	27%	53,843
Payroll Taxes (SCE)*			540.56			6,189.72			
Workers Compensation		250	241.87	8	3,000	2,484.37	516	17%	3,000
Miscellaneous expenses/ Travel mileage reimbursement		100	-	100	1,200	187.73	1,012	84%	1,200
Telecommuting Reimbursement			672.00			1,900.00			
PENSION EXPENSE									
Contribution-SEP IRA	3 PAYDAYS	5,543	6,567.18	(1,024)	66,513	55,605.71	10,907	16%	66,513
Contribution-SEP IRA (SCE)*			669.73			6,370.14			
						-	-		
MONTHLY RECURRING									
Rent		9,175	9,437.19	(262)	110,100	111,011.10	(911)	-1%	110,100
Alarm System	Quarterly	50	164.97	(115)	600	813.88	(214)	-36%	600
Telephone (Frontier+Jive) Plus Cell phones		829	369.46	460	9,950	9,139.53	810	8%	9,950
Cisco WebEx Plan		90	69.00	21	1,080	828.00	252	23%	1,080
Postage & Shipping		83	8.70	75	1,000	220.40	780	78%	1,000
Business/Property Insurance	Pro-Rated	167	468.24	(302)	2,000	1,928.74	71	4%	2,000
Committee Meetings & Transcriptions		292	-	292	3,500	4,433.50	(934)	-27%	3,500
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
						-	-		
Copy Machine - CBE	QUARTERLY	167	-	167	2,000	43.95	1,956	98%	2,000
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		December 31, 2021			YTD Through December, 31 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
						-	-		
NETWORK SYSTEM						-	-		
LAN Maintenance & off-site online backup (CBE IT)		1,050	985.00	65	12,600	12,500.00	100	1%	12,600
FRIEND Support	HYPERLINK	400	400.00	-	4,800	4,800.00	-	0%	4,800
Website & Data Center Hosting (Hardev)		775	775.00	-	9,300	9,300.00	-	0%	9,300
Microsoft Azure VM Setup*			397.22			7,203.24			
Email/Domain Host/Sharefile	Email + Sharefile	258	197.50	61	3,100	3,485.89	(386)	-12%	3,100
Computer (Supplies,Maintenance,Repair)		92	-	92	1,100	1,543.93	(444)	-40%	1,100
Computer supplies (SCE)*						105.02			
PRINTING & SUPPLY						-	-		
Office Printing		92	-	92	1,100	57.07	1,043	95%	1,100
Office Supplies		167	69.50	97	2,000	1,067.93	932	47%	2,000
						-	-		
						-	-		
CONTRACT SERVICES						-	-		
CPA/Auditor		667	-	667	8,000	6,325.00	1,675	21%	8,000
Attorney*		542	945.00	(403)	6,500	5,705.00	795	12%	6,500
						-	-		
GENERAL EXPENSE						-	-		
Payroll Service Fees		100	93.00	7	1,200	1,116.00	84	7%	1,200
Bank fees/Checks printing	Pro-Rated	29	-	29	350	-	350	100%	350
Publications/Subscriptions/Reference	Pro-Rated	18	110.25	(92)	220	384.25	(164)	-75%	220
Seminars & Tuition		83	-	83	1,000	1,243.87	(244)	-24%	1,000
Team Building	QUARTERLY	167	245.00	(78)	2,000	1,963.59	36	2%	2,000
Member Retirement & celebration		108	-	108	1,300	254.04	1,046	80%	1,300
Total Operating Expenses		85,233.67	103,470.64	(9,579.13)	1,022,804.00	1,004,293.18	113,805.38	11%	1,022,804

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OPERATING EXPENSES		December 31, 2021			YTD Through December, 31 2021				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
COMPUTER SYSTEM									
Software Purchase (& minor website mods)		167	180.00	(13)	2,000	1,007.00	993	50%	2,000
FRIEND modification*		2,813	-	2,813	33,750	-	33,750	100%	33,750
Website Upgrade *		417	-	417	5,000	-	5,000	100%	5,000
EQUIPMENT & FURNITURE									
Purchases/Leases (including Copy Machine)		467	424.86	42	5,600	5,182.66	417	7%	5,600
Hardware Purchase		117	-	117	1,400	-	1,400	100%	1,400
Laptop Purchase (SCE)*			-			1,302.49			
LONG TERM LIABILITY CURRENT									
Total Capital Investments & Long Term Liabilities Current		3,979.17	604.86	3,374.31	47,750.00	7,492.15	41,560.34	87%	47,750
Interest Earned/Misc Income			(0.08)			(0.91)			
Application Fee Credit Sonic Telecomm						(2,200.00)			
*TOTAL SPECIAL BILLING SCE			(7,588.62)			(87,493.81)			
TOTAL		89,212.83	96,486.80	(6,204.83)	1,070,554.00	922,090.61	148,463.39	14%	1,070,554
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
1/6/2022									

Delinquent Accounts
As of 1/12/2022

MEMBERS ACCOUNTS RECEIVABLE - **DELINQUENT ACCOUNTS**

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Oct '21	November 30, 2021	1/29/2022	\$ 828.39	21195		Will send out past due next month not 60 days		JT	1/11/2022
MCI Metro/ATS	Oct '21	November 30, 2021	1/29/2022	\$ 930.00	21196		Will send out past due next month not 60 days		JT	1/11/2022
MCI Telecomm	Oct '21	November 30, 2021	1/29/2022	\$ 767.72	21197		Will send out past due next month not 60 days		JT	1/11/2022
Mobilitie, LLC	Oct '21	November 30, 2021	1/29/2022	\$ 723.23	21211		Will send out past due next month not 60 days		JT	1/11/2022
SPRINT-Nextel Corp	Oct '21	November 30, 2021	1/29/2022	\$ 754.58	21192		Will send out past due next month not 60 days		JT	1/11/2022
Teleport Comm. America	Aug '21	September 30, 2021	11/29/2021	\$ 1,065.07	21120	12/7/2021, 1/11/2022	Emailed jcmckinney@att.com	JT	JT	11/9/2021
Teleport Comm. America	Sept '21	October 31, 2021	12/30/2021	\$ 1,003.10	21151	1/11/2022	Emailed jcmckinney@att.com	JT	JT	12/7/2021
Teleport Comm. America	Oct '21	November 30, 2021	1/29/2022	\$ 997.93	21182		Will send out past due next month not 60 days		JT	1/11/2022
Verizon Wireless	Apr '21	May 31, 2021	7/30/2021	\$ 1,131.63	20995	7/29/2021, 9/7/2021; 10/12/2021, 11/11/2021, 12/7/2021, 1/11/2022	Emailed to Mortiz@motiveis.com, Spatel@motiveis.com, Jharmon@motiveis.com, marco.murillo@verizonwireless.com	AP, GV, JT	JT	7/13/2021
Verizon Wireless	Jun '21	July 31, 2021	9/29/2021	\$ 1,203.90	21057	10/12/2021, 11/11/2021, 12/7/2021, 1/11/2022	Emailed to Mortiz@motiveis.com, Spatel@motiveis.com, Jharmon@motiveis.com, marco.murillo@verizonwireless.com	AP, GV, JT	GV, JT	9/7/2021
Verizon Wireless	Oct '21	November 30, 2021	1/29/2022	\$ 1,160.84	21181		Will send out past due next month not 60 days		JT	1/11/2022
XO Comm	Oct '21	November 30, 2021	1/29/2022	\$ 794.51	21202		Will send out past due next month not 60 days		JT	1/11/2022

TOTAL **\$ 7,356.98** **Past Due notices emailed out monthly - after 60 days past due**

-  = Members assessed penalty fee
-  = Less than 80% but 50% or greater attendance
-  = Less than 50% attendance
-  = Excused absence

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
JAN 2021 - DEC 2021**

		MBR CODE	2021 JAN	2021 FEB	2021 MAR	2021 APR	2021 MAY	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1	1	1	1	1	1		11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1	1	1	1	1	1		11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1	1	1	1	1	1		11	100%	M	11
4	Verizon Wireless	ATC	1	1	1	1	1	1	1	1	1	1	1		11	100%	ATC	11
5	AT&T Mobility	LAC	1	1	1	1	1	1	1	1	1	1	1		11	100%	LAC	11
6	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1	1	1	1	1		11	100%	NG	11
7	AT&T California	H / T	1	1	1	1	1	1	1	1	1	1	1		11	100%	H / T	11
8	Golden State Water	SCW	1	1	1	1	1	1	1	1	1	1	1		11	100%	SCW	11
9	Time-Warner	TWC	1	1	1	1	1	1	1	1	1	1	1		11	100%	TWC	11
10	City of Azusa	MA	1	1	1	1	1	1	1	1	1	1	1		11	100%	MA	11
11	City of Burbank	B	1	1	1	1	1	1	1	1	1	1	1		11	100%	B	11
12	City of Glendale	A	1	1	1	1	1	1	1	1	1	1	1		11	100%	A	11
13	City of Vernon	V	1	1	1	1	1	1	1	1	1	1	1		11	100%	V	11
14	City of Banning	COB	1	1	1	1	1	1	1	1	1	1	1		11	100%	COB	11
15	T-Mobile, USA	PBM	1	1	1	1	1	1	1	1	1	1	1		11	100%	PBM	11
16	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1	1	1	1		11	100%	AMT	11
17	City of Riverside	J	1	1	1	1	1	1	1	1	0	1	1		10	91%	J	11
18	XO Communications	NXT	0	1	1	1	1	1	1	1	1	1	1		10	91%	NXT	11
19	MCI/Metro	ATS	0	1	1	1	1	1	1	1	1	1	1		10	91%	ATS	11
20	MCI Communications	MCI	0	1	1	1	1	1	1	1	1	1	1		10	91%	MCI	11
21	Teleport Comm America	TCA	1	1	1	1	1	0	1	1	1	1	1		10	91%	TCA	11
22	City of Anaheim	D	1	1	1	1	1	0	1	1	1	1	1		10	91%	D	11
23	Sprint Communications	FON	1	1	1	1	1	0	1	1	1	1	1		10	91%	FON	11
24	Sprint-Nextel	SPR	1	1	1	1	1	0	1	1	1	1	1		10	91%	SPR	11
25	City of Lompoc	LLW	1	1	1	1	1	1	1	1	1	0	1		10	91%	LLW	11
26	ExteNet Systems	EXT	1	1	1	1	0	1	1	1	1	1	1		10	91%	EXT	11
27	Mpower/TelePacific	ICG	1	1	0	1	1	1	1	1	1	1	1		10	91%	ICG	11
28	City of Pasadena	MP	1	1	1	1	0	1	1	1	0	1	1		9	82%	MP	11
29	City of Colton	F	1	1	0	1	1	1	0	0	1	1	1		8	80%	F	10
30	Mobilite LLC	MOB	0	0	0	0	1	1	1	1	1	1	1		7	64%	MOB	11
Total			26	29	27	29	28	26	29	29	28	29	30	0				

Member	BVE	E	EXT	FTR	H/T	LAC	LLW	MCI	NG	NXT	SPR	TCA	TWC	Totals	YTD
Joint JPAs Billed	7	752			1		1		22				1	784	9391
% of Joint JPAs Billed	0.009	0.959	0.000	0.000	0.001	0.000	0.001	0.000	0.028	0.000	0.000	0.000	0.001	1.00	
Joint JPAs Returned	25	142		1	3	8		1	30				1	211	3948
Joint JPAs Held Over														0	
Total Joint JPAs Received	32	894	0	1	4	8	1	1	52	0	0	0	2	995	
Multi JPAs Billed		119							71		1			191	1697
% of Multi JPAs Billed	0.000	0.623	0.000	0.000	0.000	0.000	0.000	0.000	0.372	0.000	0.005	0.000	0.000	1.00	
Multi JPAs Returned		119	2	1	6	12		4	256	2		2	4	408	4431
Multi JPAs Held Over														0	
Total Multi JPAs Received	0	238	2	1	6	12	0	4	327	2	1	2	4	599	6128
Total # JPAs Billed	7	871	0	0	1	0	1	0	93	0	1	0	1	975	11088
% of JPAs Billed	0.007	0.893	0.000	0.000	0.001	0.000	0.001	0.000	0.095	0.000	0.001	0.000	0.001	1.00	
# of JPAs Returned														619	8379
# of Held Over JPAs														0	
Total JPAs received	32	1132	2	2	10	20	1	5	379	2	1	2	6	1594	19467
% of JPAs Billed														61.17%	
% of JPAs returned														38.83%	
% of Held Over JPAs														0.00%	
Member	BVE	E	EXT	FTR	H/T	LAC	LLW	MCI	NG	NXT	SPR	TCA	TWC	Totals	
Poles Billed (Joint JPAs)	12	2493			18		4		52				1	2580	29578
Poles Returned (joint)	149	871		13	29	11		1	68				2	1144	22725
Poles Held Over (joint)														0	
Poles Billed (Multi JPAs)		556							177		1			734	7498
Poles Returned (multi)		1129	19	1	172	19		68	2012	30		28	45	3523	36597
Poles Held Over (multi)														0	
Total # Poles Billed (Joint & Multi combined)	12	3049	0	0	18	0	4	0	229	0	1	0	1	3314	37076
% of Total Poles Billed (Joint & Multi combined)	0.004	0.920	0.000	0.000	0.005	0.000	0.001	0.000	0.069	0.000	0.000	0.000	0.000	1.00	
# of Poles Returned														4667	63903
# of Held Over Poles														0	
Total Poles received	161	5049	19	14	219	30	4	69	2309	30	1	28	48	7981	100979
% of Poles Billed														41.52%	
% of Poles returned														58.48%	
% of Held Over Poles														0.00%	
RETURN RATE # OF JPAS	78%	23%	100%	100%	90%	100%	0%	100%	75%	100%	0%	100%	83%		
RETURN RATE # OF POLES	93%	40%	100%	100%	92%	100%	0%	100%	90%	100%	0%	100%	98%		

"Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale"

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	2967
HELD OVER POLES	20372

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
18	171
6124	66780

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
330	2497
1378	8124
436	3203
2573	13495

Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	MP	NG	NXT	TCA	TWC	Totals	YTD
Joint JPAs Billed			6	16	483				2	1				15				523	1307
% of Joint JPAs Billed	0.000	0.000	0.011	0.031	0.924	0.000	0.000	0.000	0.004	0.002	0.000	0.000	0.000	0.029	0.000	0.000	0.000	1.00	
Joint JPAs Returned			4	75	139			2	10	3				13				246	457
Joint JPAs Held Over																		0	
Total Joint JPAs Received	0	0	10	91	622	0	0	2	12	4	0	0	0	28	0	0	0	769	
Multi JPAs Billed			1		198									21				220	411
% of Multi JPAs Billed	0.000	0.000	0.005	0.000	0.900	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.095	0.000	0.000	0.000	1.00	
Multi JPAs Returned	2	2	1		157	2	1	5	14	4	1	1	1	190	3	1	2	387	795
Multi JPAs Held Over																		0	
Total Multi JPAs Received	2	2	2	0	355	2	1	5	14	4	1	1	1	211	3	1	2	607	1206
Total # JPAs Billed	0	0	7	16	681	0	0	0	2	1	0	0	0	36	0	0	0	743	1718
% of JPAs Billed	0.000	0.000	0.009	0.022	0.917	0.000	0.000	0.000	0.003	0.001	0.000	0.000	0.000	0.048	0.000	0.000	0.000	1.00	
# of JPAs Returned																		633	
# of Held Over JPAs																		0	
Total JPAs received	2	2	12	91	977	2	1	7	26	8	1	1	1	239	3	1	2	1376	2970
% of JPAs Billed																		54.00%	
% of JPAs returned																		46.00%	
% of Held Over JPAs																		0.00%	
Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	MP	NG	NXT	TCA	TWC	Totals	
Poles Billed (Joint JPAs)			12	33	1631				8	2				28				1714	4294
Poles Returned (joint)			8	296	1229			34	25	6				52				1650	2794
Poles Held Over (joint)																		0	
Poles Billed (Multi JPAs)			2		1221									54				1277	2011
Poles Returned (multi)	20	31	2		1851	33	2	79	170	5	3	13	10	1652	34	3	25	3933	7456
Poles Held Over (multi)																		0	
Total # Poles Billed (Joint & Multi combined)	0	0	14	33	2852	0	0	0	8	2	0	0	0	82	0	0	0	2991	6305
% of Total Poles Billed (Joint & Multi combined)	0.000	0.000	0.005	0.011	0.954	0.000	0.000	0.000	0.003	0.001	0.000	0.000	0.000	0.027	0.000	0.000	0.000	1.00	
# of Poles Returned																		5583	10250
# of Held Over Poles																		0	
Total Poles received	20	31	24	329	5932	33	2	113	203	13	3	13	10	1786	34	3	25	8574	16555
% of Poles Billed																		34.88%	
% of Poles returned																		65.12%	
% of Held Over Poles																		0.00%	
RETURN RATE # OF JPAS	100%	100%	42%	82%	30%	100%	100%	100%	92%	88%	100%	100%	100%	85%	100%	100%	100%		
RETURN RATE # OF POLES	100%	100%	42%	90%	52%	100%	100%	100%	96%	85%	100%	100%	100%	95%	100%	100%	100%		

"Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale"

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	2090
HELD OVER POLES	15080

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
18	189
6746	73526

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
229	2726
891	9015
312	3515
1764	15259

POLES PROCESSED WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	BILLED MULTI	RETURNED MULTI	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	1062	1412	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	1329	1320	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	1185	1667	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	1393	1579	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	1076	1129	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	966	1938	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	459	1581	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	942	1287	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	1048	2533	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	122	1863	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	1068	2016	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	571	1403	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	258	1210	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	201	2007	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	188	3377	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	134	2148	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	352	2692	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	486	2238	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	487	2330	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	282	1086	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	502	3495	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	958	2480	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	704	3238	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	847	3363	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	692	3257	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	808	6109	12818	54%	75%	3240	662	ELECTRONIC
Aug-2021	2502	1719	394	5890	10505	60%	72%	2896	1033	ELECTRONIC
Sep-2021	3196	1596	1018	4049	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	559	4688	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	734	3523	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	1277	3933	8574	61%	65%	2991	743	ELECTRONIC

AVERAGE POLES PROCESSED MONTHLY ON PAPER - PRECOVID	6356.33	June 2019 - February 2020
POLES PROCESSED ON PAPER - COVID	5769.00	March 2020 (closed early)
POLES PROCESSED ON PAPER AND ELECTRONIC - COVID	5882.00	April 2020 (started WFH paper & electronic)
AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH)	8690.13	May 2020 to May 2021
BASELINE	7577.00	May 2020 to April 2021, excluded Sep 2020 & Oct 2020
AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH)	9129.42	Jan 2021 to Dec 2021 (12 months)

TYPING BASELINE FOR OVERTIME: If number of billed JPAs exceeded 1000 JPAs AND number of billed poles exceeded 3276

AVERAGE BILLED JPAS MONTHLY (WFH)	980.42	September 2020 to August 2021
AVERAGE BILLED POLES MONTHLY (WFH)	3275.67	September 2020 to August 2021
The admin aide types about half of the billed JPAs/poles		

SCJPC - OVERTIME SCE SPECIAL BILLING Monthly update

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles Return rate %	JPAs Return Rate %
Oct-20	492	220	712	149	53	202	54	2-PARTY ONLY. BILLED TO EDISON	31%	26%
Nov-20	753	426	1179	287	81	368	92	2-PARTY ONLY. BILLED TO EDISON	36%	22%
Dec-20	1143	605	1748	442	119	561	125.75	2-PARTY ONLY. BILLED TO EDISON	35%	21%
Jan-21	1289	892	2181	465	135	600	153.25	2-PARTY ONLY. BILLED TO EDISON	41%	23%
Feb-21	598	393	991	195	52	247	69	2-PARTY ONLY. BILLED TO EDISON	40%	21%
Mar-21	1234	1012	2246	334	122	456	152.25	2-PARTY ONLY. BILLED TO EDISON	45%	27%
Apr-21	1354	946	2300	408	149	557	167.75	2-PARTY ONLY. BILLED TO EDISON	41%	27%
May-21	716	694	1410	205	86	291	94.5	2-PARTY ONLY. BILLED TO EDISON	49%	30%
Jun-21	791	893	1684	202	95	297	104.25	2-PARTY ONLY. BILLED TO EDISON	53%	32%
Jul-21	1088	773	1861	230	100	330	139.5	2-PARTY ONLY. BILLED TO EDISON	42%	30%
Aug-21	1691	829	2520	642	151	793	197.5	2-PARTY ONLY. BILLED TO EDISON	33%	19%
Sep-21	938	471	1409	327	82	409	106.5	2-PARTY ONLY. BILLED TO EDISON	33%	20%
Oct-21	1522	516	2038	561	86	647	167.75	2-PARTY ONLY. BILLED TO EDISON	25%	13%
Nov-21	1378	1195	2573	330	106	436	165	2-PARTY ONLY. BILLED TO EDISON	46%	24%
Dec-21	891	873	1764	229	83	312	115.75	2-PARTY ONLY. BILLED TO EDISON	49%	27%
							1904.75			

Average OT monthly 126.98

Months:
15

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
2009
INITIAL MEMBERSHIP FEE (Final Draft)
Item 1349-Operating

OPERATING FUND \$ 3,125.00

TOTALS TAKEN FROM BALANCE SHEET & STATEMENT OF ASSESSMENTS, OPERATING
EXPENSES, AND CAPITAL INVESTMENTS AS OF 12/31/07

<u>FURN., FIX. & EQUIPMENT</u>	\$	71,152.00	<u>PENSION</u>		
LESS DEPRECIATION (.063686)	\$	4,543.77	CONTRIBUTION	\$	28,277.17
TOTAL	\$	66,608.23	IND. ARRANGE.	\$	4,206.48
			FEE	\$	-
COMPUTER SOFTWARE	\$	625,929.00	TOTAL	\$	32,483.65
LESS (.063686)	\$	39,862.91			
TOTAL	\$	586,066.09			
TOTAL FURNITURE,			DIVIDED BY		
FIX., EQUIP. & SOFTWARE	\$	652,674.32	30 MEMBERS	\$	1,082.79

DIVIDED BY 30 MEMBERS \$ 21,755.81

INTELLECTUAL PROPERTY*

****ALLOWS THE FOLLOWING BENEFITS:***

- ACCESS TO 1.2 MILLION POLE RECORD DATABASE
- ACCESS TO ROUTINE HANDBOOK
- ACCESS TO SCJPC WEB SITE
- BILLING SERVICES
- ABILITY TO PARTICIPATE IN MONTHLY MEETINGS

Members decided this amount \$ 50,000.00

OPERATING FUND	\$	3,125.00
FURNITURE, FIXTURES, & EQUIPMENT	\$	21,755.81
PENSION	\$	1,082.79
INTELLECTUAL PROPERTY	\$	50,000.00
TOTAL MEMBERSHIP FEE	\$	75,963.60

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
INITIAL MEMBERSHIP FEE
DECEMBER 31, 2020

OPERATING FUND \$ 5,378.91

TOTALS TAKEN FROM BALANCE SHEET & STATEMENT OF ASSESSMENTS, OPERATING
EXPENSES, AND CAPITAL INVESTMENTS AS OF 12/31/20

PENSION		
CONTRIBUTION	\$	53,557.05
IND. ARRANGE.	\$	-
FEE	\$	-
TOTAL	\$	53,557.05

TOTAL FURNITURE,
FIX., EQUIP. & SOFTWARE \$ 92,349.00

DIVIDED BY
30 MEMBERS \$ 1,785.24

DIVIDED BY 30 MEMBERS \$ 3,078.30

INTELLECTUAL PROPERTY*

- *ALLOWS THE FOLLOWING BENEFITS:**
- ACCESS TO 1.2 MILLION POLE RECORD DATABASE
 - ACCESS TO ROUTINE HANDBOOK
 - ACCESS TO SCJPC WEB SITE
 - BILLING SERVICES
 - ABILITY TO PARTICIPATE IN MONTHLY MEETINGS

Members to decide this amount \$ 50,000.00

OPERATING FUND	\$	5,378.91
FURNITURE, FIXTURES, & EQUIPMENT	\$	3,078.30
PENSION	\$	1,785.24
INTELLECTUAL PROPERTY	\$	50,000.00
TOTAL MEMBERSHIP FEE	\$	60,242.44

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
CALCUATIONS FOR 2020 INITIAL MEMBERSHIP FEE
AS OF DECEMBER 31, 2020

FURNITURE & FIXTURES	\$ 61,199.00
COMPUTER SOFTWARE	\$ 154,029.00
ACCUMULATED DEPRECIATION	\$ (122,879.00)
NET PROPERTY AND EQUIPMENT	<u>\$ 92,349.00</u>
UNRESTRICTED NET ASSETS	<u>\$ 253,716.17</u>
NON PROPERTY - OPERATING FUND	<u>\$ 161,367.17</u>
MEMBERS AT DECEMBER 31, 2020	<u>30.00</u>
OPERATING FUND PER MEMBER	<u>\$ 5,378.91</u>

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
2022 PROPOSED OPERATING BUDGET - Draft 4**

Line	EXPENSE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 (based on Oct YTD exp)	2022 PROPOSED	Member Assessment: Proportional OR Equal	
1	Salaries	510508.73	557735.21	557935.19	538,891 *	621,439	P	See 2022 Estimated Salaries worksheet attached (page 3)
2	Insurance - Med/Den/Life	63648.05	59756.94	70239.68	77,506 *	82,070	P	Health insurance 1.42% rate increase. Did not add budget for employees who optioned out.
3	Payroll Taxes	38243.68	39839.88	40487.69	38,049 *	49,715	P	8% of Salaries (line 1)
4	Worker's Comp	2592.25	2749.49	2812.76	2,402 *	2,750	P	Based on quote by insurance company \$2722
5	Misc. Expense/Travel Reimbursement	1189.35	1218.54	393.59	225 *	400	P	Based on 2020
6	Telecommuting Reimbursement				1,474 *	1,152	P	\$12/mo per employee (8 employees only - 1 employee work at the office)
7					Covered 2020 & 2021 (no budget) **			
8	<u>PENSION EXPENSE</u>							
9	Contribution-Sep IRA	48754.16	54185.25	52555.21	53,441 *	65,251	P	10.50% of Salaries (line 1)
10								
11	<u>MONTHLY RECURRING</u>							
12	Rent	102969.96	105584.76	107145.34	110,564 *	115,340	P	Based on lease schedule & 2021 estimated building operating expenses
13	Alarm System	581.88	599.88	599.88	540 *	660	P	Monthly increased by \$5 - \$54.99/mo
14	Electricity	(included above)	(included above)	(included above)	(included above) *	(included above)		Included in rent
15	Janitorial Service	(included above)	(included above)	(included above)	(included above) *	(included above)		Included in rent
16	Telephone/Internet	7424.89	7921.67	9786.13	9,488 *	10,200	P	Frontier (\$675) + Jive (34) + ATT Mobility (\$141) In the process of switching plan with Frontier
17	Webex Cisco	860.00	828.00	828.00	828 *	828	P	\$69 / month
18	Postage & Shipping	2203.53	2653.12	496.71	244 *	300	P	Based on 2021
19	Business Insurance	1769.51	1643.62	1698.38	1,753 *	2,000	P	Based on quote from insurance company
20	Committee Meetings	3882.90	3411.92	2605.17	5,320 *	-	P	Committee will not provide food/drinks for meetings
21	<u>EQUIP & FURN MAIN.</u>							
22	Copy Machine (repair, maintenance, supplies)	2095.26	2584.01	1097.53	47 *	100	P	Changed to a better maintenance contract + less supplies (ink/staples)
23								
24	<u>NETWORK SYSTEM</u>							
25	Computer-LAN Maintenance Contract (IT service). Labor for on site support	10800.00	10800.00	12987.10	11,820 *	14,600	P	\$1076.50/mo & anticipated billable on site support. Based on 2021 -10.5 hrs on site labor at \$160/hr (\$1680) 11/17/2021
26	FRIEND Support/contract	4800.00	4800.00	4800.00	4,800 *	8,400	P	Current contract 400/mo Friend, Future contract 700/mo Friend Pro
27	Hosting Total:	9861.45	10419.84	10389.32	13,009 *	17,830	P	See below explanation
28	SCJPC Website	(included above)	(included above)	9300 (included above)	9300 (included above) *	9300 (included above)	P	\$775/mo Web Host
29	Cloud Server VM					3576 (included in above)	P	Microsoft Azure cloud server \$298/month (11/17/2021)
30	Cloud Server VM licenses (Windows Server & SQL)					2576 (included in above)		Microsoft Server and SQL Server
31	Sharefile, Email, and Domain	(included above)	(included above)	1173 (included above)	3058 (included above) *	2370 (included above)	P	Sharefile: Changed to better plan \$55/mo from \$69/mo (660) Email: \$1710 Domain: Renew in 2024 year
32	Covid-19 email & network setup			3502.86				
33	Computer (repair, maintenance, supplies)	2618.85	951.31	1472.22	2,669 *	1,900	P	Based on average 2018-2021
34	Covid-19 Computer Supplies			217.98				
35	Varasset Workshop (non budgeted item 2018)	7772.44						
36	OffSite Back-up	2841.00	1788.00	745.00	included in above row 25 hosting	included in above row 25 hosting	P	Included above in Computer LAN Maintenance row (row 25)
37								
38	<u>PRINTING & SUPPLY</u>							

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
2022 PROPOSED OPERATING BUDGET - Draft 4**

Line	EXPENSE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 (based on Oct YTD exp)	2022 PROPOSED	Member Assessment: Proportional OR Equal	
39	Office Printing	2438.39	2677.40	849.41	68 *	150	P	Year end projection
40	Office Supplies	1572.41	1877.95	1664.10	1,062 *	1,300	P	Average 2021 and 2022
41								
42	<u>CONTRACT SERVICES</u>							
43	Auditor	6716.00	7272.00	7504.80	2,879 *	5,000	P	Based on quote
44	Attorney**	0.00	1650.00	5532.50	5,654 *	6,500	E	Labor law, general, and CPUC consultation services. Equal assessments. Based on 2021 approved budget.
45								
46	<u>GENERAL EXPENSE</u>							
47				-	-	-		
48	Payroll Fees	1195.00	1074.00	1098.00	1,116 *	1,120	P	\$93/month
49	Bank Fees/Checks	104.23	326.08	188.98	- *	100	P	Budget for \$35 stop check payment fee (2) and other fees
50	Publications/Subscriptions/ Reference	220.00	220.00	220.00	329 *	350	P	Year end projection (docusign)
51	Seminars (professional development) & Tuition	1080.40	361.28	325.83	1,493 *	1,400	P	Employees development - to send employees to seminars or workshops Approx \$150 per workshop
52	Team Building		898.92	1914.46	1,762	2,000	P	\$500 per quarter
53	Members Retirement & Celebrations	0.00		0.00	305	400	P	Based on 2021, cost for two retirement plaques
54	Scanning Project (2020)**			7679.92	-	-	E	
55	Scan & shred confidential documents					160	P	One accounting box \$150 plus \$6 shredding service per year
56								
57	<u>COMPUTER SYSTEM</u>							
58								
59	Software Purchase and SCJPC website modifications	540.00	694.95	2780.00	992 *	1,350	P	Quickbooks Online Software \$645 Yearly, time clock software \$200 yearly and anticipating minor web modification (\$500 budget)
60	NJUNS Fee **	10500.00	10500.00	10500.00	-	-	E	Discontinued
61	FRIEND Pro **	0.00	0.00	0.00	33,750	33,750	E	Equal assessments** NOTE If project is completed in 2021, will not be in 2022 expenses
62	Website Upgrade (new database)**				5,000	5,000	P	After Friend Pro has been implemented, new database
63	<u>EQUIPMENT & FURNITURE PURCHASES</u>							
64	Purchases and leases (Copy machine, etc)	5566.53	5531.94	6609.21	5,200 *	5,900	P	Copy machine lease \$5185 + budget for 2 chair replacements \$350 ea
65	Covid-19 desk separator			1627.14				
66	Hardware Purchase (New laptop and/or monitor, etc)	4986.66	1729.31	1021.52	- *	1,400	P	Average 2019 & 2020. Budget for broken equipment replacement (laptop or monitor).
67	Covid-19 Laptops			12623.80				
68	TOTAL Expenses	860337.51	904285.27	944,935.41	932,678	1,060,815		
69		9.85%	16.19%	10.99%	12.88%	0.91%		
70		Lower than approved budget	Lower than approved budget	Lower than approved budget	Lower than 2020 approved budget	Lower than 2021 approved budget		
71	Approved budget	954,374	1,078,940	1,061,579	1,070,554	1,060,815		
72		2018	2019	2020	2021	2022		
73						PROPOSED		
74	Total Covid-19 expenses (2020 only) non budgeted item			17971.78				
75	*based on monthly average - per October YTD							
76	**Items in red will not be assessed proportionately among members, but equally among members.							

2022 PROPOSED SALARIES - Line item #1 on 2022 Proposed Budget

BUDGET 1: With bugdet for overtime added per last operating meeting 10/20/2021 and Biller Level 3 promotion in Jan 2022

		One Year Total	
Part time TEMP ADMIN AIDE staffing agency cost	\$24 - 25 hr/week	31,200.00	1300 hrs x 24
Jan - May 2022 (5 months) with promotion in Jan		229,773.83	
Jun to Dec 2022 (7 months) anticipated rate increase 4%		334,550.69	
Overtime budget (Jan-May 2022) (see below yellow table for calculation)	48.58 hrs* \$43.44 monthly	10,551.58	
Overtime budget Jun to Dec 2022		15,363.09	
TOTAL FOR 2022 ESTIMATED SALARIES (WITH OVERTIME and Biller Level 3 Promotion)		621,439.19	Salaries for 9 full time employees and 1 part time employee

Overtime estimation if billed JPAs are above 1000 JPAs

Ave reg hourly rate 9 employees = \$28.96 as of Nov 2021

OT rate = \$28.96 * 1.5 = \$43.44

September 2021 Bill of sale: 1327 Billed JPAs

Average # of poles per JPA as of Sep 2021 B/S

5.20

poles per JPA

1327 JPAs minus 1000 JPAs (base) = 327

327 * 5.20

1700.4

POLES

Average type/input JPA: 35 poles per hour

48.58

additional hours needed

Southern California Joint Pole Committee

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

February 16, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:10 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Alicia Walsh	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Ms. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Troy Stanard	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Marc Buan	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Jim Todaro	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Mr. Renzo Garzon	Mobilitie, LLC
Mr. Brian Botteri	Sonic Telecom, LLC
Mr. Ken Haley	Sonic Telecon, LLC

Ms. Angela Pranata
Ms. Kathleen Allen

Committee Staff
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:10 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 the review of the **January 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen reported she had a staff meeting on January 20, 2022. Discussed were a few items. Authorized Cost 86B does not have a default and if shown on the JPA the JPA should be returned via memo requesting for utility to verify the item number. Section 13.3 and note for update should appear on all JPAs that have any record change on poles that are to remain in field that do not have a section updating said record change. The Form 7 due date was moved up five days due to the short month and holiday.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Ms. Pranata) if other members would like to meet with the SCJPC to discuss memos.
- Return rate is high

Ms. Pranata reported for January bill of sale the office processed 8,267 poles and continue to have a really high return rate at 71%. The errors can be reviewed later at the Billing Process Simplification ad hoc. Members can contact Ms. Pranata or Ms. Allen anytime if they want to review their memo returns with them. Ms. Pranata added the office wants to bill as many JPAs as possible and not return them. Ms. Pranata reiterated for members to please contact her or Ms. Allen if they have any questions on the memo returns. Mr. Treepaisan inquired if the office is getting a lot of requests for memo reviews. Ms. Pranata stated she did contact and met with about four companies last year to review memos. Ms. Pranata added Ms. Allen and herself met with Extent Systems last week. Mr. Treepaisan inquired if Ms. Pranata reached out to those companies. Ms. Pranata stated the companies last year she contacted herself. Ms. McLean commented she contacted Ms. Pranata and Ms. Allen a few times and received excellent service. Mr. Treepaisan stated Ms. Pranata has put it out there anyone that has concerns with JPA errors that they can reach out to the SCJPC office and discuss

those issues. Ms. Mitwasi inquired if Ms. Pranata plans to reach out to the members with the high return rate and schedule meetings or is Ms. Pranata going to have the members reach out to her. Ms. Pranata stated she plans to contact those companies this year.

There were no further questions or comments.

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

SCJPC Work update:

SCJPC Backlog

Ms. Pranata opened and displayed the *Poles Processed without Overtime* spreadsheet. Ms. Pranata explained this sheet is to show how many poles the SCPC Office processed and billed. Last month there was a question on the current backlog and Ms. Pranata created a spreadsheet to show the actual number of JPAs received. This spreadsheet is not in the packet but will be sent out with the meeting transcription. Ms. Pranata reiterated this is the actual number of JPAs received but that does not mean they are billed or processed and may include duplicates, memos, etc. Ms. Pranata explained that in 2020 the office received paper JPAs for the first five months of the year. In June 2020 the electronic process started. Up to July 2020, the average JPAs received were 1,650 a month. In August 2020, Edison sent 5,753 JPAs. The average monthly JPAs received in 2020 was 2,343 JPAs from Edison (see line 15 attached) and 160 JPAs from other members. The total average is 2,503 JPAs per month from all members for the 2020 year. For 2021 year the office received a high amount of JPAs in February. However, the average is actually lower. The average for 2021 was 1,442 JPAs per month from Edison or 1,791 JPAs per month for all members (see line 30 attached). In 2021, there was an increase in JPAs received from other members. The increase was from 160 JPAs per month in 2020 to 349 JPAs per month received in 2021. For 2022 the average is 1,116 JPAs per month from Edison or 1,456 JPAs from all members including Edison. Looking at the last six months, the average is 1,297 JPAs per month from all members or 898 JPAs per month from Edison only. Ms. Pranata continued to explain the backlog was because of what the office received in 2020 and the office started overtime in October 2020 to work on that. The overtime was only to process Edison JPAs and currently the office is processing JPAs from September 2021 due to the backlog from August 2020. Mr. Treepaisan inquired that backlog was close to 4,000 JPAs and then stated it is much less now if he was not mistaken. Ms. Pranata stated it is much less now and counting February it would be approximately 2,000 more. Last month there was a question if SCJPC needs to hire another person. Looking at the actual number received from the last six months, it doesn't look like the office needs another person. It's just that SCJPC has a backlog from 2020 that rolled over to 2021. Mr. Treepaisan stated that backlog was being cleared with the authorized overtime that Edison was paying for that project, correct? Ms. Pranata stated yes; however, it stopped as of January 5th, 2022. Mr. Treepaisan stated he has been doing a lot of thought because it seems like what Edison was doing it feels like it would be a mutual benefit since utilities are attaching to their poles. Maybe not all the committee members. Because it sounds like Edison was doing a

special program where Edison performed pole loading and pole inspections. In Mr. Treepaisan's mind that's mutual benefit. There was a section of special projects in the bylaws that he needs to research to see how the billing affects committee members or specific members, but it almost feels like to tackle this backlog, SCJPC still needs to continue the overtime. Otherwise, this backlog may not dwindle down if no overtime. Ms. Pranata stated yes that is correct. Ms. Mitwasi stated for Edison what they were covering was for the billing of the Frontier JPAs. Since that's kind of subsided, everything now, that billing is just Edison's regular course of work, which is why Edison pulled back from the overtime. Now, this is mutual benefit. If Edison replaces these poles, everybody gets access to them. And that is why Edison pulled back from the overtime. If there's a need for an additional resource, then the committee needs to discuss that not just relying on overtime to meet their business needs. Mr. Treepaisan inquired these numbers that Edison dropped in, Mr. Treepaisan thought they had to do with part of the seven-year program that Edison were inspecting the poles kind of part of that statewide database. Mr. Treepaisan's question to Edison is are those volumes that the committee has seen for the last seven years going to continue with Edison's normal flow of business. Mr. Treepaisan thought the influx of that was due to the kind of pole loading calcs that Edison was doing. That's the special program Mr. Treepaisan was referring to it. Mr. Treepaisan thought Edison had a special program, where Edison went in and inspected a bunch of poles. Ms. Mitwasi stated no. Mr. Treepaisan then inquired if the volume that the committee been seeing over the last seven years for Edison will continue. Ms. Mitwasi stated yes. Ms. Pranata inquired how many JPAs/month Edison will send. Ms. Pranata inquired if Edison is going to send 1,442 JPAs per month (2021 average), or 898 JPAs per month (last six month's average), or 2,343 JPAs per month (2020 average). Ms. Pranata then stated if Edison is going to send 2,343 JPAs per month, or the 2020 average, then yes SCJPC would need to hire another person. After the SCJPC finishes the backlog, Ms. Pranata inquired if Edison is sending 898 JPAs per month (last six month's average), 1,442 JPAs per month (2021 average), or 2,343 JPAs per month (2020 average). Ms. Mitwasi stated not the 2020 number. The 2020 number was a result of a different Edison's project. Ms. Mitwasi stated that between 2021 and 2022 will be the average base (1,279 JPAs per month). Ms. Pranata stated if the SCJPC did hire another person to help with the backlog, once the backlog is finished, the office would need to let the person go because the office could handle the monthly JPA volume (1,279 JPAs per month). Mr. Treepaisan stated that's where he was going with the forecasting their value is for example, whether the staff can tackle this backlog with current overtime or if the committee really needs to hire somebody. Mr. Treepaisan doesn't want to be in a position where the committee hires somebody and there's no work for them and they have to be let go. Ms. Mitwasi agrees with Mr. Treepaisan. Ms. Mitwasi stated she doesn't think that it should be offered through only Edison. Mr. Treepaisan stated he is looking at this on the mutual benefit part. Mr. Treepaisan inquired how the best way to tackle this and then Mr. Treepaisan stated what he is leaning towards it seems like offering the overtime would be less of a burden than having to train somebody with the potential that they may have to let them go later. Ms. Mitwasi asked Ms. Pranata if overtime was offered what's the timeline that she was thinking about that the office be done with this backlog and at a manageable pace. Ms. Pranata stated it is hard to forecast because overtime is not mandatory. Looking at the *Overtime Table* the office started overtime in October 2020 and ended in December 2021 and the total processed

(billed + returned) was 6,506 poles. Ms. Pranata stated again it depends on the staff's availability because the employees will only sign up for overtime when they are free. Ms. Mitwasi inquired is there a reason the committee cannot offer overtime and make it mandatory if the committee knows there is a goal to accomplish, and a timeline given of when the backlog would be finished. Ms. Pranata stated that would be a committee decision to make overtime mandatory. She added, there are a couple of employees who do not want to work overtime. Mr. Treepaisan stated he and Ms. Pranata can come up with kind of an estimate of how many hours it takes based on historically what the staff did in the past. To Ms. Mitwasi's point, as far as how many are left, he and Ms. Pranata could calculate how many hours it would take to clear those, roughly. Mr. Dailey inquired does SCJPC have any resources at all working on the backlog or does all SCJPC's resources just work on the incoming. Ms. Pranata explained currently there is no overtime thus the staff processes JPAs first in first out. The staff is currently processing September 2021 JPAs and will continue onward first in first out. Ms. Pranata added there is no separate backlog stack. The staff processes by the oldest one first. Mr. Dailey inquired by doing that process is the staff able to reduce the backlog and if so, by how much. Ms. Pranata explained members will keep sending in JPAs monthly. For example, if the office could process 2,000 JPAs in February, the backlog number will remain the same if members are sending in 2,000 JPAs in March. Ms. Mitwasi inquired how could the office get through that backlog and get to a place that they are processing current work in today's time. And how does the office get there sooner rather than later? The office cannot keep going through and working just hitting the backlog only every month. Mr. Treepaisan asked Ms. Pranata for clarification the backlog was pretty much only tackled only with overtime and not on regular operating hours. Ms. Pranata stated JPAs are processed first in first out. There is only one stack of JPAs dated with the oldest on top followed by the earliest dates below. The office processes first in first out. Mr. Armstrong stated the giant project that Edison overloading the office with created the office to fall behind and then SCJPC started using overtime to try to catch up. Ms. Pranata stated correct and now catching up to process JPAs from the oldest to the newest. Mr. Treepaisan stated his understanding was Edison was paying for the overtime and essentially the office was tackling those backlogs quickly on an overtime basis. Mr. Treepaisan then stated to tackle this backlog the staff would need to continue the overtime and not make Edison and just pay for the overtime. And as a committee, maybe the committee should just offer the overtime to tackle this backlog. Ms. Treepaisan estimated that it will take about six months to finish the overtime. He then suggested for the Committee to offer overtime for the next six months and reassess in six months. Ms. Black commented that before Mr. Treepaisan stepped in as the Vice President, all the members of the committee participated in paying for the overtime. She added it will not give anybody a heartburn, it will be business as usual. AT&T California stated that AT&T would be OK participating in paying for the overtime. Mr. Dailey commented that the Committee could offer optional overtime, not mandatory, and reassess in six months. Ms. Mitwasi stated Edison would like to see the expected number of poles the office will process during overtime before approving overtime.

After some further discussion it was decided that Ms. Pranata with the assistance of Mr. Treepaisan will present the committee a "Workout Plan" that would show how many hours needed to get through the backlog and how much is expected per resource per hour.

SCJPC Phone and Internet plan

Ms. Pranata opened and stated in October 2021 she started communicating with Frontier and other providers, regarding switching to a better phone and internet plan. She reported that the switch has been done. Landlines at the office have been eliminated and have upgraded to better internet plan. Currently, the office is using VOIP numbers, and the extensions have been updated. The office contact Excel file on the website has been updated as well. Members could also listen to the greeting when calling in for the new extension information. Ms. Pranata added it took a while to set up everything, because it's something new for Ms. Pranata, and the IT company, and it took a while for Frontier to transfer everything over and get the bill revised. Overall, the office will save about \$75 a month starting with March 2022 or \$750 for the year.

Ms. Pranata then reported she was able to break the lease for the current office copy machine. The office is now using a smaller copy machine that can copy, scan, and print. Savings are about \$80 a month, starting March 2022 or \$800 for the year. Mr. Treepaisan inquired if Ms. Pranata notices a speed difference with the increased bandwidth. Ms. Pranata stated no, the office has not seen a difference.

Billing Errors/Questions

- SCJPC needs clarification on Section 13.3 and update – K.Allen
- (What does the staff have to look out for. For example, Record Side of JPA shows one thing. Proposed Side of JPA information changes without a section number or notes of changes on Final: Class, KV, pole height, year set, grade and space, location etc.)
- Section 13.1 and 13.3 noted on the JPA and no reason noted why the Section is listed on the JPA. Does the SCJPC staff ignore and bill as is or return asking for notation of why Section 13.1 or 13.3 is being used?

Ms. Pranata opened and stated the office would like clarification from the members on Section 13.3 which will definitely increase the numbers of billable JPAs. Ms. Pranata added the billers want to bill as many as possible and do not want to return. It would be a mutual benefit for all if the billers could bill more JPAs.

Ms. Allen stated on Section 13.3 it states in the Routine Handbook that a record change needs a Section 13.3 and a note stating the update. Ms. Allen inquired what do the billers have to look out for. The staff have been told previously anything that changes on record side to proposed side must show a Section 13.3 and a note on said update. For example, if KV, grade and space, pole length, etc. Ms. Allen is hoping the members could clarify for the office of what actually the billers have to review.

After some discussion the members decided and agreed for changes in information from record side to proposed side that if Section 13.3 and update note are not stated billers to leave information as record. However, grade and space should be updated to proposed side of JPA. For example, KV is changing, and Section 13.3 and note is not stated leave KV as record do not change KV and do not return JPA. Bill as

is. Changes in information from pole record to proposed side and if Section 13.3 and update note are stated billers to update information per the changes notated and notate the changes in the bill of sale. Staff are only to return JPAs if pole length/height or pole class has changed. For example, pole record shows pole length/height 45' and JPA shows 35' billers are to return JPA via memo and question. Pole class shows as 3 on record and 2 on JPA billers are to return JPA via memo and question. Adding a pole class does not need a Section 13.3 and note or to be questioned. JPA should not be returned for omitted information.

For Section 13.1 or 13.3 listed with no note of what is being updated the billers are to ignore the Section 13.1 or 13.3 and continue to process then JPA. Billers are not to return the JPA.

Item 1774: Review of Sick/Vacation Time and Pension Distribution – (C.Crawford AT&T California)

Item was closed earlier in the Administrative Board Meeting and could be removed from the agenda.

Item 1780: Review of Membership Application Fee – OPERATING (9/15/2021)

- *Action Item from November 2021: Mr. Treepaisan to review the numbers and come back with a conclusion. Committee to review the numbers and memorialize.*

Mr. Treepaisan opened and explained the intellectual property valuation was \$50,000, as Mr. Treepaisan looked at other things, it was kind of like, divided by 30 members. When multiplying that \$50,000 by 30, it is, 1.5 million dollars. The committee is trying to value or create some valuation for the database and intellectual property. On a simple note, what they have been doing for the statewide database for the CPUC internally, it would cost the committee probably two or three million dollars just to set up a database. Mr. Treepaisan is looking at that \$50,000 value equating to, 1.5 million dollars. And if it's going to cost the committee three million, then maybe that figure now, three million divided by 30 members. Essentially, that figure goes up from \$50,000 to \$100,000 doubling the intellectual property fee from what it was back in 2009. That's kind of the starting point of that. Kind of where Mr. Treepaisan's mind goes with this as far as the valuation and that's not a three-million-dollar evaluation or intellectual property. That's my take and unsure if anybody has heartburn over it. That's open for discussion, but at the very least, if the committee just looks at it from an inflation point of view of, 2% a year over the last 13 years, that's 26% right there. Mr. Treepaisan figures he is looking at the cost to develop a database, and that's kind of the justification if asked why the committee increased the intellectual property. Mr. Bacon stated what is it worth and what is the intellectual property worth and what the members have invested that have been here. For new members it definitely needs to be looked at as what's fair and equitable. Mr. Bacon continued it definitely needs to go up because of the investment members have made over the years. Mr. Treepaisan doesn't want this to turn into something that looks like the committee is prohibiting new membership. That's Mr. Treepaisan's only concern with raising any of the fees and

that the committee creates some sort of perception that the committee is making it more difficult to become a member. Mr. Treepaisan added that seems like a fair and equitable dollar figure for the intellectual property of the committee's database.

Ms. Pranata stated the committee also needs to discuss future numbers or calculation, and how often the committee should review the intellectual property. For 2023 and forward, does the committee want to keep the same number or review it yearly? Perhaps the committee wants to assign a percentage possibly an increase every year. Mr. Treepaisan stated maybe for the intellectual property the committee could review it every five years or something of the sort.

Mr. Treepaisan then inquired the other numbers that the committee put together for, the furniture fixtures and equipment was that based on all the initial cost of what was bought and some depreciation versus just yearly calculation. Ms. Pranata stated it's based on the financial reports. That one the committee reviewed was based on 2020. Ms. Pranata could update it to 2021 numbers since it is 2022 now. Mr. Treepaisan stated those other values are kind of equated based on year end 2020 not 2021, and that Ms. Pranata would need the yearly financial reports to adjust with the numbers. Ms. Pranata stated yes. Mr. Treepaisan stated to keep it less complicated the number of intellectual properties should be kept the same. However, if the committee has a straight percentage that they are multiplying, as a multiplier, Mr. Treepaisan is okay with utilizing that for the intellectual property as well. Ms. Pranata inquired what would be the percentage. Mr. Treepaisan stated only way to look at that is if they look at the dollar figure from the previous year. They could equate a percentage out of that. Currently seeing 21,755 if that number increases next year, for when Ms. Pranata is doing the finances for a different year, Ms. Pranata could take that difference and calculate a percentage from that and equate it to the intellectual property. Mr. Treepaisan is unsure if it is worth that much extra effort or just keeping it the same, and then maybe review it every five years, just to keep it simple. Mr. Bacon stated the committee hasn't adjusted it since 2009 and can certainly doubling it is within reason. Mr. Bacon inquired if the amount is double would it be making it difficult for the utilities to join. Mr. Bacon then inquired would there be any legal ramifications from that. Mr. Bacon inquired if Ms. Pranata could reach out to the attorney and ask her if it the committee did double the number is there anything that the committee would be doing that was incorrect. Ms. Pranata stated she will reach out to the new attorney, because she hasn't heard from the current attorney since October 2021.

After some further discussion the members agreed, they will wait to move forward until hearing back from the new attorney making sure the committee is doing everything legally.

SCJPC Attorney

- *Scott Shibayama – NCJPA's attorney*
- Flat rate \$499/month – within the budget. Has been helping SCJPC with joint pole agreement questions, subpoena review, labor law & covid rules questions since the beginning of January 2022.

Ms. Pranata opened and reported that she has not heard from the previous attorney since October 2021. Ms. Pranata has contacted her multiple times to no avail.

Ms. Pranata was able to speak to the front desk and left messages with them as well and never was contacted back.

Ms. Pranata stated she has been in communication with the new attorney Mr. Scott Shibayama, which is the NCJPA's attorney, since the beginning of January 2022 about the agreement, labor law, COVID rules, and subpoena review. Mr. Shibayama thinks it would benefit the committee if the committee would sign an agreement with him at a flat rate of \$499 a month. It is within the operating expenses budget since the budget is \$6,500 a year. Since it is under the budget, the Administrative Board's approval is not required. Mr. Shibayama's agreement is in the packet. The information is mostly for the committee's information that this is what the committee has to do, to contact a new attorney, Mr. Scott Shibayama. Ms. Pranata thinks signing an agreement with him would be beneficial and it would be prorated to January 1st, 2022. Mr. Shibayama hasn't billed Ms. Pranata, nor has she received any invoices for his time. Mr. Shibayama has help Ms. Pranata since January 2022. If the committee decides to sign the agreement, the \$499 flat rate, then Mr. Shibayama would invoice the committee \$499 for January and \$499 for February. However, if the committee decides not to sign the agreement, then Mr. Shibayama would bill the committee his hourly rate which is \$480 an hour. Ms. LaFrenais stated she read the documents Ms. Pranata sent out. If the committee went with a flat rate, the committee is only allowed four hours every three months or not exceeding four hours of their time, every three months. Ms. LaFrenais inquired how much time is spent currently with the previous attorney or is there any possibility of going over that flat rate time period that they're proposing. Ms. LaFrenais continued that there was a lot of stipulations on what they would consider in that flat rate and what items they wouldn't discuss under that flat rate. Ms. Pranata stated she has not been invoiced by the previous attorney for the second half of 2021 year. Ms. Pranata cannot compare the amount billed or the number of hours from last year because Ms. Pranata has not been invoiced even after she requested the invoice. Ms. Pranata would say that's reasonable four hours every three months. Mr. Treepaisan inquired if Ms. Pranata would be able to look back at previous years to see how many hours the committee spent on the attorney. Mr. Treepaisan thinks that was Ms. LaFrenais concern with, for example, how much and how many hours did the committee utilizes the attorney? Ms. Pranata stated yes, and she does have some attorney expenses recorded in 2021, however it does not include the pending invoices from Ms. Angela Hawekotte, the previous attorney. The attorney expenses for 2021 were \$5,705 excluding the number of hours that have not been billed to the committee by the absent attorney. However, that amount is from the other two attorneys. Mr. Pranata reminded the committee that they have three attorneys. In 2020 the committee spent about \$5,532.50. Mr. Treepaisan stated the committee is almost within 10% of that \$6,000 value that the committee would pay as a flat rate utilizing Mr. Shibayama versus the previous attorney. Mr. Treepasain and Ms. Black have both worked with Mr. Shibayama and stated the liked the style and that he is a straight shooter.

After some further discussion the members agreed for Ms. Pranata to move forward with Mr. Shibayama and to sign the monthly flat rate agreement.

MISC

JPA Training

Ms. LaFrenais stated last year the committee spoke about possibly reaching out to a retiree to possibly create a training program. Ms. LaFrenais inquired if anyone responded. Ms. Pranata stated it was not her that was going to contact them and unsure who it was. Ms. Pranata was not instructed to contact the retirees. Ms. LaFrenais stated someone was supposed to reach out to a retiree to possibly create a training program for JPAs. However, it seems like the ball got dropped. Ms. LaFrenais added she does not know the retirees; therefore, she is unable to reach out herself. Ms. McLean stated her, and Ms. Seropian are located in Northern California and Extenet Systems hires firms from Southern California to do their applications and they trust them. However, they do receive a lot of JPAs back. Extenet System is trying really hard to be more successful. They rely on firms that everybody uses thus Ms. McLean is just unsure. Ms. McLean does appreciate the help from the SCJPC team. Ms. LaFrenais stated Bear Valley Electric uses Outsource to do their applications and they have a very high return rate, which reflects on Bear Valley Electric. Ms. LaFrenais stated the plan was if the committee could find someone to do the training, then the members could hire them and send representatives to that class. Ms. LaFrenais added she thinks the committee is looking for a successful JPA being completed and not returned. Ms. Pranata and Ms. Allen has helped Ms. LaFrenais and Ms. LaFrenais plans to reach out to them soon. Ms. LaFrenais stated there are no examples in the Routine Handbook as to why the committee does these things.

After some further discussion it was agreed Mr. Bacon would give Ms. LaFrenais contact information on a few retirees from DWP that he has. Mr. Treepaisan will take as an action item and give Ms. LaFrenais contact information on retirees that Frontier used. Ms. LaFrenais to send an email out to all the members requesting contacts of retired people from their company. Ms. LaFrenais to contact Mr. Treepaisan to discuss offline. Mr. Treepaisan to research a couple of things to optimize training. Lastly, possibly building off the Basic Training Module that is available on the SCJPC website by perhaps adding a separate section for how to finalize a JPA.

Review of Action Items:

- Ms. LaFrenais to explore a list of retired vendors for training purposes.
- Mr. Treepaisan to research and optimize example for JPAs.
- Ms. Pranata to check with the attorney on doubling the intellectual property value.

The meeting adjourned at 1:22 p.m. until March 16, 2022. However, the committee took a break from 10:59 a.m. to 12:30 pm. This committee reconvened at 12:31 p.m.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		January 31, 2022			YTD Through January, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries		51,787	43,749.24	8,037	51,787	43,749.24	8,037	16%	621,439
Regular		42,225.24				-	-		
Contract Labor		1,524.00				-	-		
OT (SCE)*			275.30			275.30			
Insurance		6,839	6,472.42	367	6,839	6,472.42	367	5%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)						-	-		
Payroll Taxes		4,143	4,017.30	126	4,143	4,017.30	126	3%	49,715
Payroll Taxes (SCE)*			18.85			18.85			
Workers Compensation		229	241.83	(13)	229	241.83	(13)	-6%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33	-	33	33	-	33	100%	400
Telecommuting Reimbursement	semi-annual	96	-	96	96	-	96	100%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	4,433.65	1,004	5,438	4,433.65	1,004	18%	65,251
Contribution-SEP IRA (SCE)*			28.91			28.91			
MONTHLY RECURRING									
Rent		9,612	9,437.19	174	9,612	9,437.19	174	2%	115,340
Alarm System	Quarterly	55	-	55	55	-	55	100%	660
Telephone & Internet	New Plans	850	464.39	386	850	464.39	386	45%	10,200
Cisco WebEx Plan		69	69.00	-	69	69.00	-	0%	828
Postage & Shipping		25	8.95	16	25	8.95	16	64%	300
Business/Property Insurance	Pro-Rated	167	1,149.76	(983)	167	1,149.76	(983)	-590%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	8	-	8	100%	100
						-	-		
						-	-		
						-	-		
NETWORK SYSTEM									
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		January 31, 2022			YTD Through January, 31 2022				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,149.50	67	1,217	1,149.50	67	6%	14,600
FRIEND Support	HYPERLINK	700	400.00	300	700	400.00	300	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,172.22	116	1,288	1,172.22	116	9%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	198	197.50	-	0%	2,370
Computer (repair, maintenance, supplies)	Supplies Rjones	158	107.72	51	158	107.72	51	32%	1,900
						-			
<u>PRINTING & SUPPLY</u>						-	-		
Office Printing		13	-	13	13	-	13	100%	150
Office Supplies		108	-	108	108	-	108	100%	1,300
						-	-		
						-	-		
<u>CONTRACT SERVICES</u>						-	-		
CPA/Auditor		417	-	417	417	-	417	100%	5,000
Attorney*		542	-	542	542	-	542	100%	6,500
						-	-		
<u>GENERAL EXPENSE</u>						-	-		
Payroll Service Fees		93	93.00	0	93	93.00	0	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	8	-	8	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	(45.00)	74	29	(45.00)	74	254%	350
Seminars, professional development, & tuition	Labor Law Webinar	117	37.79	79	117	37.79	79	68%	1,400
Team Building	QUARTERLY	167	-	167	167	-	167	100%	2,000
Member Retirement plaques		33	-	33	33	-	33	100%	400
Scan & shred document	1 box per year	13	-	13	13	-	13	100%	160
Total Operating Expenses		84,451.25	73,479.52	11,294.79	84,451.25	73,479.52	11,281.46	13%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		January 31, 2022			YTD Through January, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	113	-	113	100%	1,350
FRIEND modification*		2,813	-	2,813	2,813	-	2,813	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	417	-	417	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		492	424.86	67	492	424.86	67	14%	5,900
Hardware Purchase		117	-	117	117	-	117	100%	1,400
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	424.86	3,525.14	3,950.00	424.86	3,525.14	89%	47,400
Interest Earned/Misc Income			(0.08)			(0.08)			
MemberFee Credit Sonic Telecomm			(73,581.24)			(73,581.24)			
*TOTAL SPECIAL BILLING SCE			(323.06)			(323.06)			
TOTAL		88,401.25	(0.00)	14,819.93	88,401.25	(0.00)	88,401.25	100%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
2/8/2022									

Delinquent Accounts
As of 2/9/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Oct '21	November 30, 2021	1/29/2022	\$ 828.39	21195	2/8/2022	Email to jtodaro@motiveis.com, LACJPA@motiveis.com	GV	JT	1/11/2022
City of Glendale	Nov '21	December 31, 2021	3/1/2022	\$ 1,260.47	21218		Not 60 days, will send notice following month		GV	2/8/2022
Extenet System	Nov '21	December 31, 2021	3/1/2022	\$ 997.09	21240		Not 60 days, will send notice following month		GV	2/8/2022
MCI Metro/ATS	Nov '21	December 31, 2022	3/1/2023	\$ 1,207.26	21227		Not 60 days, will send notice following month		GV	2/8/2022
MCI Telecomm. (MCI)	Nov '21	December 31, 2021	3/1/2022	\$ 1,036.47	21228		Not 60 days, will send notice following month		GV	2/8/2022
Mobilitie, LLC	Oct '21	November 30, 2021	1/29/2022	\$ 723.23	21211	2/8/2022	Email to AssetManagement@mobilitie.com	GV	JT	1/11/2022
Mobilitie, LLC	Nov '21	December 31, 2021	3/1/2022	\$ 989.64	21242		Not 60 days, will send notice following month		GV	2/8/2022
SPRINT-Nextel Corp	Oct '21	November 30, 2021	1/29/2022	\$ 754.58	21192	2/8/2022	Email to LeaseManagement@T-mobile.com, Mary.joshi@t-mobile.com	GV	JT	1/11/2022
SPRINT-Nextel Corp	Nov '21	December 31, 2021	3/1/2022	\$ 1,022.63	21223		Not 60 days, will send notice following month		GV	2/8/2022
Time Warner Cable (TWN)	Nov '21	December 31, 2021	3/1/2022	\$ 625.15	21235		Not 60 days, will send notice following month		GV	2/8/2022
Time Warner Cable (TWS)	Nov '21	December 31, 2021	3/1/2022	\$ 552.79	21234		Not 60 days, will send notice following month		GV	2/8/2022
Verizon Wireless	Apr '21	May 31, 2021	7/30/2021	\$ 1,131.63	20995	7/29/2021, 9/7/2021; 10/12/2021, 11/11/2021, 12/7/2021, 1/11/2022, 2/8/2022	Angela sent Notice of Default letter to Verizon Wireless; Emailed to Mortiz@motiveis.com, Spatel@motiveis.com, Jharmon@motiveis.com, marco.murillo@verizonwireless.com	AP,GV,JT	JT	7/13/2021
Verizon Wireless	Jun '21	July 31, 2021	9/29/2021	\$ 1,203.90	21057	10/12/2021, 11/11/2021, 12/7/2021, 1/11/2022, 2/8/2022	Angela sent Notice of Default letter to Verizon Wireless; Emailed to Mortiz@motiveis.com, Spatel@motiveis.com, Jharmon@motiveis.com, marco.murillo@verizonwireless.com	AP,GV,JT	GV, JT	9/7/2021
Verizon Wireless	Oct '21	November 30, 2021	1/29/2022	\$ 1,160.84	21181	2/8/2022	Angela sent Notice of Default letter to Verizon Wireless		JT	1/11/2022
Verizon Wireless	Nov '21	December 31, 2021	3/1/2022	\$ 1,450.20	21212		Not 60 days, will send notice following month		GV	2/8/2022
XO Comm	Oct '21	November 30, 2021	1/29/2022	\$ 794.51	21202	2/8/2022	Email to matt.bergine@verizon.com; mortiz@motive-energy.com; NXTJPA@motiveis.com	GV	JT	1/11/2022
XO Comm	Nov '21	December 31, 2021	3/1/2022	\$ 1,064.67	21233		Not 60 days, will send notice following month		GV	2/8/2022

TOTAL **\$ 16,803.45** Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
FEB 2021 - JAN 2022

		MBR CODE	2021 FEB	2021 MAR	2021 APR	2021 MAY	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1	1	1	1	1		1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1	1	1	1	1		1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1	1	1	1	1		1	11	100%	M	11
4	AT&T Mobility	LAC	1	1	1	1	1	1	1	1	1	1		1	11	100%	LAC	11
5	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1	1	1	1		1	11	100%	NG	11
6	AT&T California	H / T	1	1	1	1	1	1	1	1	1	1		1	11	100%	H / T	11
7	Golden State Water	SCW	1	1	1	1	1	1	1	1	1	1		1	11	100%	SCW	11
8	Time-Warner	TWC	1	1	1	1	1	1	1	1	1	1		1	11	100%	TWC	11
9	City of Azusa	MA	1	1	1	1	1	1	1	1	1	1		1	11	100%	MA	11
10	City of Burbank	B	1	1	1	1	1	1	1	1	1	1		1	11	100%	B	11
11	City of Glendale	A	1	1	1	1	1	1	1	1	1	1		1	11	100%	A	11
12	City of Vernon	V	1	1	1	1	1	1	1	1	1	1		1	11	100%	V	11
13	City of Banning	COB	1	1	1	1	1	1	1	1	1	1		1	11	100%	COB	11
14	T-Mobile, USA	PBM	1	1	1	1	1	1	1	1	1	1		1	11	100%	PBM	11
15	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1	1	1		1	11	100%	AMT	11
16	XO Communications	NXT	1	1	1	1	1	1	1	1	1	1		1	11	100%	NXT	11
17	MCI/Metro	ATS	1	1	1	1	1	1	1	1	1	1		1	11	100%	ATS	11
18	MCI Communications	MCI	1	1	1	1	1	1	1	1	1	1		1	11	100%	MCI	11
19	Verizon Wireless	ATC	1	1	1	1	1	1	1	1	1	1		0	10	91%	ATC	11
20	City of Riverside	J	1	1	1	1	1	1	1	0	1	1		1	10	91%	J	11
21	Teleport Comm America	TCA	1	1	1	1	0	1	1	1	1	1		1	10	91%	TCA	11
22	City of Anaheim	D	1	1	1	1	0	1	1	1	1	1		1	10	91%	D	11
23	Sprint Communications	FON	1	1	1	1	0	1	1	1	1	1		1	10	91%	FON	11
24	Sprint-Nextel	SPR	1	1	1	1	0	1	1	1	1	1		1	10	91%	SPR	11
25	City of Lompoc	LLW	1	1	1	1	1	1	1	1	0	1		1	10	91%	LLW	11
26	ExteNet Systems	EXT	1	1	1	0	1	1	1	1	1	1		1	10	91%	EXT	11
27	Mpower/TelePacific	ICG	1	0	1	1	1	1	1	1	1	1		1	10	91%	ICG	11
28	City of Pasadena	MP	1	1	1	0	1	1	1	0	1	1		1	9	82%	MP	11
29	City of Colton	F	1	0	1	1	1	0	0	1	1	1		1	8	80%	F	10
30	Mobilite LLC	MOB	0	0	0	1	1	1	1	1	1	1		1	8	73%	MOB	11
Total			29	27	29	28	26	29	29	28	29	30	0	29				

Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LAC	M	MCI	MP	NG	NXT	TWC	Totals	YTD
Joint JPAs Billed				14	379			10	1			1	10			415	1722
% of Joint JPAs Billed	0.000	0.000	0.000	0.034	0.913	0.000	0.000	0.024	0.002	0.000	0.000	0.002	0.024	0.000	0.000	1.00	
Joint JPAs Returned				20	148		5	10	1				19			203	660
Joint JPAs Held Over																0	
Total Joint JPAs Received	0	0	0	34	527	0	5	20	2	0	0	1	29	0	0	618	
Multi JPAs Billed					126								4			130	541
% of Multi JPAs Billed	0.000	0.000	0.000	0.000	0.969	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.031	0.000	0.000	1.00	
Multi JPAs Returned	2	22	1		116	7	1	27	4	1	13		173	3	4	374	1169
Multi JPAs Held Over																0	
Total Multi JPAs Received	2	22	1	0	242	7	1	27	4	1	13	0	177	3	4	504	1710
Total # JPAs Billed	0	0	0	14	505	0	0	10	1	0	0	1	14	0	0	545	2263
% of JPAs Billed	0.000	0.000	0.000	0.026	0.927	0.000	0.000	0.018	0.002	0.000	0.000	0.002	0.026	0.000	0.000	1.00	
# of JPAs Returned																577	
# of Held Over JPAs																0	
Total JPAs received	2	22	1	34	769	7	6	47	6	1	13	1	206	3	4	1122	4092
% of JPAs Billed																48.57%	
% of JPAs returned																51.43%	
% of Held Over JPAs																0.00%	
Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LAC	M	MCI	MP	NG	NXT	TWC	Totals	
Poles Billed (Joint JPAs)				48	1452			37	2			6	18			1563	5857
Poles Returned (joint)				117	1307		130	68	1				52			1675	4469
Poles Held Over (joint)																0	
Poles Billed (Multi JPAs)					831								10			841	2852
Poles Returned (multi)	32	384	10		1034	151	4	639	7	2	225		1537	49	114	4188	11644
Poles Held Over (multi)																0	
Total # Poles Billed (Joint & Multi combined)	0	0	0	48	2283	0	0	37	2	0	0	6	28	0	0	2404	8709
% of Total Poles Billed (Joint & Multi combined)	0.000	0.000	0.000	0.020	0.950	0.000	0.000	0.015	0.001	0.000	0.000	0.002	0.012	0.000	0.000	1.00	
# of Poles Returned																5863	16113
# of Held Over Poles																0	
Total Poles received	32	384	10	165	4624	151	134	744	10	2	225	6	1617	49	114	8267	24822
% of Poles Billed																29.08%	
% of Poles returned																70.92%	
% of Held Over Poles																0.00%	
RETURN RATE # OF JPAS	100%	100%	100%	59%	34%	100%	100%	79%	83%	100%	100%	0%	93%	100%	100%		
RETURN RATE # OF POLES	100%	100%	100%	71%	51%	100%	100%	95%	80%	100%	100%	0%	98%	100%	100%		

“Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale”

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	1828
HELD OVER POLES	13400

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
16	205
3481	77007

POLES PROCESSED WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	BILLED MULTI	RETURNED MULTI	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	1062	1412	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	1329	1320	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	1185	1667	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	1393	1579	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	1076	1129	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	966	1938	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	459	1581	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	942	1287	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	1048	2533	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	122	1863	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	1068	2016	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	571	1403	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	258	1210	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	201	2007	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	188	3377	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	134	2148	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	352	2692	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	486	2238	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	487	2330	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	282	1086	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	502	3495	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	958	2480	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	704	3238	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	847	3363	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	692	3257	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	808	6109	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	394	5890	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	1018	4049	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	559	4688	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	734	3523	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	1277	3933	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	841	4188	8267	61%	71%	2404	545	ELECTRONIC

AVERAGE POLES PROCESSED MONTHLY ON PAPER - PRECOVID	6356.33	June 2019 - February 2020
POLES PROCESSED ON PAPER - COVID	5769.00	March 2020 (closed early)
POLES PROCESSED ON PAPER AND ELECTRONIC - COVID	5882.00	April 2020 (started WFH paper & electronic)
AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH)	8690.13	May 2020 to May 2021
BASELINE	7577.00	May 2020 to April 2021, excluded Sep 2020 & Oct 2020
AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH)	9309.08	Feb 2021 to Jan 2022 (12 months)

TYPING BASELINE FOR OVERTIME: If number of billed JPAs exceeded 1000 JPAs AND number of billed poles exceeded 3276

AVERAGE BILLED JPAS MONTHLY (WFH) 980.42 September 2020 to August 2021

AVERAGE BILLED POLES MONTHLY (WFH) 3275.67 September 2020 to August 2021

The admin aide types about half of the billed JPAs/poles

Date Prepared

1/11/2022

Date Sent

3/7/2019

By Telephone

In Field

Date

OCT 12 2021

No. of Pages

4

J.P.

Auth No

NG520664-22-96

Confirming Agreement

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	HARRY FLUKE		M. WAZEWSKI	MONTEREY PARK	700092 / 409903004
HLA	D Morris		B. BARRERA	LOS ANGELES	E116
TCA	Lupe Hernandez		18.1D		
NG	Jessica Raettig		E. CARRION	SANTA CLARA	520664/6537-1848

POLE NO.	Pole Length	Year Set	Pole Treat	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.
				Class	E	HLA	TCA	NG	E	HLA	TCA	NG	
				Anchor Direct.									
					L	()			4KV				NG TO PURCH INT PER SECTION 4.3A, 19.2, 12.3, HLA PER SEC 4.1B
4818365E	45	12	FT / CL3	100 TN 24	(21 - 1)				39 - 10 23 - 2	21 - 1		24 - 1	IVAR AV E/S 20' N/O MARSHALL ST
									20 - 2 TN 23				
	1"	ANC	S						.50			.50	NG TO SHARE ANC WITH E'S TENANT
					L	C	C		4KV	C	C		NG TO PURCH INT PER SECTION 4.3A, 19.2, 12.3, NG TO REARRANGE PER SECTION 10.9
2127308E	45	79	FT / CL4	39 - 10	24 - 6 TN 24	25 - 1			39 - 9	23 - 5 TN 22	25 - 1	24 - 1	S/S MARSHALL ST 630' W/O ROSEMEAD BL
	1"	ANC	E							.50		.50	NG TO SHARE ANC WITH HLA'S TENANT
													NG TO LOWER CATV FROM 23'6" TO 22' AND TELCO FROM 22'9" TO 21' @ NO COST
													MISSING SECTION 13.3 AND NOTE
													FOR KV AND CLASS UPDATE
													DOES SCJPC NEED TO POLICE
													THIS INFORMATION

POLE LEGEND:

P = PULL (Item 5A)

PB = PULL BUTT

T = TRANSPORT (Item 5B)

S = SALVAGE

D = DISPOSE (Item 5D)

TN = TENANT

L = LOWER TOP(Item 5E)

C(XX) = FOOTAGE CUT

SCZ = SAFETY CLEARANCE ZONE

ANCHOR/ARM LEGEND:

AR = ANCHOR/ARM REMOVED

AT = ANCHOR/ARM TRANSFERRED

Show quantity of Items to be billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION

ROSEMEAD

FORM 48 SENT 5/24/2021

COSTS and BILLING DATA

- BILLING CODES
1. PLACED CURRENT YEAR

2. PLACED PRIOR YEAR

3. UNAUTHORIZED ATTACHMENT

4. SALVAGE VALUE

5. AUTHORIZED COSTS

BILL NO.			
AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT
	</		

PAGE TOTAL

PAGE NO. 1

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 1/12/2022

Date Sent 7/12/2019

Confirming Agreement

In Field

By Telephone

Date JAN 13 2022

Completed

No. of Pages 1

J.P.

Auth No NG199339-22-01

COSTS and BILLING DATA

- BILLING CODES
- 1. PLACED CURRENT YEAR
 - 2. PLACED PRIOR YEAR
 - 3. UNAUTHORIZED ATTACHMENT
 - 4. SALVAGE VALUE
 - 5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE				APPROVED	TAXING INSTRUCTIONS				ACCOUNTING DATA								
E	Wayne Brown					18.1D													
FTR	A. ALEMAN					18.1D													
NG	Jessica Raettig					E. CARRION	SANTA CLARA				199339/6450-1754								
POLE NO.		Pole Length	Year Set	Pole Treat	Record			Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.		BILL CODE	AMOUNT DUE		ACCOUNTING DIRECTIONS:
		Anchor Size		Class	E	FTR	NG		E	FTR	NG					UTILITY	UTILITY		
				Anchor Direct.												TOTAL AMT	TOTAL AMT		
									L						NG TO PURCH INT PER SEC 4.0, 12.0, 13.1	1			
1318410E		45	60	FT / CL4		24			39 - 9 21 - 3	24	22 - 1				P/P 460' E/O CALLE MAYOR 200' N/O PCH	2			
		1"	19	N							ALL			111c	NG TO PLACE ANC PER SEC 12.0	3			
															SECTION 13.1 NOTED BUT NO NOTE	4			
															STATING CORRECTION.	5			
															DOES SCJPC RETURN ASKING FOR NOTE STATING CORRECTION OR BILL AS IS?	6			
																7			
																8			
																9			
																10			
																11			
																12			
																13			
																COL TOT			

POLE LEGEND:
P = PULL (Item 5A)
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ANCHOR/ARM LEGEND:
AR = ANCHOR/ARM REMOVED
AT = ANCHOR/ARM TRANSFERRED

Show quantity of
Items to be billed
in the Column of
Party to be Paid.

GEOGRAPHICAL LOCATION

TORRANCE

FORM 48 SENT 3/1/2021

PAGE TOTAL



ATTORNEY-CLIENT PRIVILEGED AND CONFIDENTIAL

December 26, 2021

Attorney-Client Privileged & Confidential
Angela Pranata
Southern California Joint Pole Committee
279 E Arrow Hwy. Suite 104.
San Dimas, CA 91773

Re: Engagement Agreement

Dear Angela:

Thank you for the opportunity to represent Southern California Joint Pole Committee ("SCJPC" or "Company") in its employment/labor law matters. This letter sets forth the general terms of our relationship. Unless we agree to different terms in writing, the terms in this letter will apply to any work Vision Law® Corporation performs on the Company's behalf.

Billing and Rates.

1. Attorney's Fees.

Flat Rates. Our philosophy is to move away from the traditional "billable hour" whenever possible to reinforce efficiency in legal representation, ensure reasonable fees and to increase client use and satisfaction. While we offer hourly rates, we also offer "flat rates" so that the Company knows its legal costs in advance and can budget appropriately. If we agree to a flat rate on a project, that amount will be agreed in advance of performance of any work on the project and the entire flat fee for that project will be deemed earned the moment we start any work on the project.

Hourly Rates. To the extent we do not agree on a flat rate (project or monthly advice program) or your Company prefers an hourly rate, all fees will be based on a “reasonable fee” for services rendered. The initial computation will be made by multiplying the amount of time spent on the project or matter by an appropriate hourly rate based on the person performing the work. Currently, our hourly rates range from \$375 to \$495 per hour, rounded to the nearest .10 hour (6-minute increments), and are subject to increase upon written notice to SCJPC, including via Vision Law®’s invoices. Any increased rate shall apply to all services rendered as of the time written notice is given. Scott Shibayama’s rate is currently \$450/hour. Using this initial computation, a reasonable fee is determined considering various factors, including but not limited to, the effort expended, the time limitations and deadlines imposed, the level of expertise required, the novelty or difficulty of the issue, and the results achieved.

If the Company is given an “estimate,” as opposed to a “flat fee” or “flat rate,” that estimate shall not be considered a cap on the legal fees or costs for the given project or litigation matter, unless we agree in writing that an estimate constitutes a cap on the fees and costs.

Vision Law® Predictable Fees ProgramSM. We also offer a monthly flat fee preventive advice plan for “*unlimited*” (subject to certain restrictions) telephone advice and legal research for employment/labor law issues that is subject to a separate written agreement. If you would like to discuss our Predictable Fees ProgramSM, call me to discuss the details.

2. Contract Attorneys.

Vision Law® works with contract attorneys to perform all or part of the legal work or representation. Use of contract attorneys will not result in an overall increase in cost to SCJPC. By signing this Agreement SCJPC authorizes Vision Law® to use contract attorneys to perform any or all of the legal work or representation on behalf of SCJPC. Contract attorneys who work with Vision Law® and who may work on your matter/provide legal advice to you are Ellen Arabian-Lee, Jay Resendez, and Mukesh Advani. Vision Law® reserves the right to have other contract attorneys not listed here by name work on your matter/advise you.

The rates for contract attorneys working with Vision Law® are generally 50% to 70% of the hourly or flat rate (but could be less or more) charged to SCJPC, as applicable, and depending on the specific matter or project (our hourly rates vary depending on matter and attorney, and our flat rates vary based on the project).

3. Expenses/Costs.

Hard Costs: Hard costs will be billed at the actual amount incurred. Examples of hard costs are court filing fees, fax filing fees, Court Call telephonic court appearance fees, courier/messenger delivery, witness or process service fees, deposition costs and transcripts, expert witness fees, mileage and out-of-town travel expenses such as airfare, hotel, car rental or other ground transportation, and meals.

Court Imposed Attorney's Fees and Costs: In certain circumstances, a court might order payment of costs or attorney's fees by one party to the other. If any such fees or costs are paid to Vision Law®, we will credit the fees and costs against any fees or costs owed Vision Law® by SCJPC. If a court awards fees or costs against the Company in favor of the opposing party, the Company will be responsible for payment of that amount. In matters resulting in judgment, settlement or payment in SCJPC's favor, we will have a lien to the extent of any unpaid fees or costs.

4. Monthly Billing.

SCJPC will be billed monthly and the amount due is payable upon receipt. SCJPC will remain responsible for payment of all fees and costs whether reimbursable to SCJPC by a third party, for example an insurance carrier. We reserve the right to impose a monthly interest charge on balances greater than 30 days past due at the rate of 10% per annum compounded monthly or the maximum amount allowable by law, whichever is lower.

Never hesitate to call us with any problems or concerns about the quality of service or work performed or any statement, fees or costs. Client satisfaction is of utmost importance to us and we would like an opportunity to openly discuss any problems or concerns the Company might have so that they might be remedied. Also, if the Company foresees a problem or inability to pay any bills or outstanding receivable balances please let us know that as well.

5. Retainer.

Vision Law® may require SCJPC to submit a "non-classic" retainer in advance to cover estimated legal fees and/or costs, usually in connection with a large project that is not performed on a flat fee basis or with a litigation matter where the legal fees and/or costs are anticipated to be substantial.

Due to the nature of the work for which SCJPC has initially retained Vision Law®, a retainer is not required at this time. The decision not to take a retainer at this time is also based on your personal assurances to us that SCJPC will pay all invoices when due. Vision Law® reserves the right to require a retainer prior to commencement or continuation of any work for which it deems a retainer is appropriate or necessary. Providing a retainer as deemed appropriate or necessary by Vision Law® shall be a condition precedent to Vision Law® continuing or undertaking the representation for which the retainer is deemed appropriate or necessary in Vision Law®'s discretion. Failure to provide a requested retainer may result in termination of this Agreement and the attorney-client relationship.

No Guaranty.

No law firm or attorney can guaranty the outcome of any legal matter or dispute. Thus, although we may offer an opinion about possible results regarding any matter on which we represent or advise, we do not and cannot guaranty any particular result. SCJPC acknowledges that we have made no promises about the outcome, including the attorney fees, costs and/or expenses of any project or litigation matter, and that any

opinion offered, estimate or budget provided by Vision Law® will not constitute a guaranty.

Professional Liability Insurance Coverage.

Vision Law® maintains errors and omissions insurance coverage (professional liability insurance), as any responsible attorney or law firm would, applicable to the services to be rendered.

Conflicts of Interest.

We cannot, without appropriate consents, represent any party if there is a potential or actual conflict of interest with any other party that we represent and, in certain circumstances, who we may have represented. In order to avoid conflicts of interest, we evaluate current and prior relationships to determine whether we currently, or in the past, have represented any opposing parties. If a potential or actual conflict of interest exists, we will inform SCJPC immediately of the potential or actual conflict and, if withdrawal from representation of SCJPC is necessary, will withdraw only upon reasonable notice.

Termination of Representation.

We expect that we will have a great relationship and that an involuntary termination of the attorney-client relationship will be unnecessary. However, the law allows the client to terminate the representation by an attorney or law firm at any time. Subject to giving the Company reasonable notice to arrange alternative counsel, we may discontinue work on certain projects or matters or terminate the attorney-client relationship under certain circumstances. These circumstances may include, but are not limited to, a lack of candor or honesty concerning anything pertaining to the representation or our attorney-client relationship, the nonpayment of legal fees or costs, an outstanding receivable balance greater than 30 days past due, a failure to pay any retainer required under this letter agreement, a failure to provide information or to cooperate in a project or litigation matter, when continuing the relationship with the Company constitutes a violation of ethical rules or standards or any other time termination of the relationship is required or permitted by law.

All files and documents relating to the Company's representation, except for internal and/or administrative documents, are the property of SCJPC. Upon termination of the representation SCJPC may request these files and documents with prior written notice. We reserve the right to keep copies of the files and documents at Vision Law®'s own expense. **SCJPC agrees that Vision Law® may destroy all of SCJPC's files and documents in Vision Law®'s possession four years after the cessation of representation for a project or matter, unless SCJPC requests their return prior to that in writing.**

Duty to Provide Information and Cooperate.

We will strive to provide the highest quality legal services. To do so, we require and expect the highest degree of cooperation and assistance from SCJPC. SCJPC agrees to fully respond to any inquiries, provide written material or documents in a timely

manner and otherwise provide any and all information deemed relevant and/or necessary to the representation. The failure to provide such information in a timely manner could prejudice the Company's legal interests and ultimately reduce the effectiveness of the representation.

Permission to Use Information for Case Studies/Marketing Purposes.

We may use information from actual representation of our clients as examples of our representation or for marketing purposes generally. We may do this verbally or in print media, for example in live presentations/seminars/webinars, on our website, blogs, social media, or in other written marketing materials. When we do so, we do not identify the client or any of the individuals involved by name. We may disclose dollar amounts involved, including what the plaintiff demanded versus what they ended up obtaining, but again without identifying our clients by name or any of the individuals involved or in a manner that would enable the recipient to identify the specific client or individuals involved. By signing below, SCJPC authorizes Vision Law® to utilize such information for anonymous "case study" or other marketing purposes whether verbally or in print media and consents to such use. SCJPC may withdraw this authorization and consent at any time in writing to Vision Law®.

Arbitration.

We appreciate the opportunity to serve SCJPC and will strive to do so to the best of our ability. However, if SCJPC becomes dissatisfied for any reason with the fees charged, the services performed or the representation, please tell us immediately. We will do the same if we perceive a problem with the representation. While we believe we should be able to resolve any problems with good faith discussion, it is possible that some dispute may arise that cannot be resolved informally between us. If such disputes arise, SCJPC and Vision Law® Corporation agree to submit the matter to binding arbitration.

This agreement to arbitrate is made under the Federal Arbitration Act. In arbitration, both parties agree to (1) submit their dispute to a neutral arbitrator with experience in the area and (2) to abide by the arbitrator's decision. There is no right to a jury trial and the arbitrator's legal and factual determinations are subject to review in only limited circumstances. Rules of evidence and procedure are less formal than in court.

SCJPC is free to discuss with us, independent counsel, or any other advisor whether arbitration is appropriate. We of course will be happy to answer any questions you may have concerning the agreement to arbitrate disputes that may arise between us.

By signing this letter, SCJPC agrees that any dispute arising between us that cannot be resolved informally will be submitted to binding arbitration. Such disputes may include, but are not limited to, disputes relating to this Agreement or breach of this Agreement, disputes regarding the attorney-client relationship, the rendering of professional services or attorney's fees or costs, and disputes alleging malpractice, negligence, breach of fiduciary duty, fraud or any other claim based in contract, tort or on a statute. The party seeking arbitration shall initiate the arbitration process by delivering a written arbitration

demand to the other party. The demand shall set forth a brief statement of the claims and must be delivered within the statute of limitations period applicable to the claim(s) under California law. An untimely demand will be barred.

The arbitration will be held in Sacramento or Placer County before a retired judge or justice in accordance with the arbitration rules contained in the California Code of Civil Procedure sections 1280-1294.2. If we are unable to agree on a retired judge or justice, the parties will obtain a list of retired judges and/or justices with expertise in the relevant areas of the law from an alternative dispute resolution service and will alternatively strike names until one judge or justice remains.

Discovery will be conducted in accordance with the provisions of the California Code of Civil Procedure. Either party may request the arbitrator to limit the amount and scope of discovery and in determining whether to do so the arbitrator shall balance the need for the requested discovery against the parties' mutual desire to resolve disputes expeditiously and inexpensively.

The arbitrator shall determine the prevailing party and award attorney's fees and costs to the prevailing party. The fees and expenses of the arbitrator shall be paid equally by the parties. The arbitrator shall issue a written arbitration decision and award setting forth the finding of facts and conclusions of law.

In Closing

Angela, we look forward to working with you and your team on SCJPC's employment/labor law matters. Please confirm SCJPC's agreement to the terms of this letter agreement by signing the enclosed copy of the letter and returning the original to me. Thank you for the opportunity to represent SCJPC.

Very truly yours,



Vision Law® Corporation
By: Scott T. Shibayama

I, _____, am a representative of SCJPC and am authorized to enter into this engagement agreement and to sign the agreement on its behalf. SCJPC understands and agrees to the terms of representation by Vision Law® Corporation as outlined in this agreement.

Dated: _____

By: _____
Title: _____

**VISION LAW® CORPORATION
PREDICTABLE FEES PROGRAM®
AGREEMENT**

This Agreement is made between Vision Law® Corporation and Southern California Joint Pole Committee (SCJPC) effective December 14, 2021. This Agreement is made in conjunction with and as a supplement to Vision Law®'s Client Engagement Agreement.

As a Predictable Fees Program ("PFP") Client, the following terms apply:

1. Maximum Employer Size

- 1.1. 49 workers (full and part time employees, temporary personnel, independent contractors and/or persons under management combined); or
- 1.2. If your business exceeds this limit, we will negotiate a higher Monthly Rate.

2. Monthly Rate

\$499/month; first monthly payment due January 1, 2022.

3. Payment

In advance on the first day of each calendar month by ACH withdrawal/EFT from business checking account:

Bank: _____

Routing #: _____

Business Checking A/C #: _____

4. "Use It or Lose It"

Full Monthly Rate is earned by Vision Law® on the first day of the calendar month regardless of use (i.e. "use it or lose it").

5. Term

- 5.1. Monthly (calendar month);
- 5.2. Agreement shall continue month to month until terminated by either party.

6. Termination

- 6.1. Client may terminate at any time with 10 calendar days written notice prior to the first day of the next calendar month to Vision Law®;
- 6.2. Vision Law® may terminate this Agreement with 30 days written notice to Client.

7. Refund

- 7.1. If Client is not satisfied for any reason, Client may submit written explanation of reason for dissatisfaction to address below for refund of current month's charges.
- 7.2. If Client's account is > 30 days past due, this refund provision does not apply.

8. Return Call Guaranty

- 8.1. Vision Law® will return calls/e-mails within 1 business day or Client's next month is free. "1 business day" means inquiries made on a Monday through Friday (excluding holidays) will be returned by 5:00 p.m. the next business day (Monday through Friday, excluding holidays). For example, a call or email that comes in on a Tuesday, will be returned by 5:00 p.m. the next day, Wednesday.
- 8.2. Client must call or e-mail Vision Law® of a violation of this provision within 5 business days after the date of violation to request the next month free; otherwise the violation is waived.
- 8.3. This provision does not apply in the event technical difficulties cause a delay in transmission of voicemail or e-mail.
- 8.4. This provision does not apply in the event unusual events prevent your lawyer from complying with this provision, including but not limited to death, disability, or injury of your lawyer, or your lawyer is in trial, in depositions, in hearings, or on vacation.
- 8.5. Vision Law® will of course strive to return calls/inquiries in a shorter period of time if Client does not catch us "live."

9. Scope of Legal Advice

The following is included in the Monthly Rate:

- 9.1. Legal subject matter area: California and federal Employment and Labor Law only. For purposes of this Agreement, Employment and Labor Law shall be defined in Vision Law® Corporation's sole discretion on an issue by issue basis, but generally shall include all legal matters under California and federal law relating to the employee and employer relationship or independent contractor relationship, except as excluded in paragraph 10 below.
- 9.2. "Unlimited" Employment & Labor law advice/counsel on California and federal law only, **subject to limitation in paragraph 11.2 below ("Excess Use")**.
- 9.3. "Unlimited" Employment & Labor law document review (revisions are billed at discounted transactional hourly rate below), **subject to limitation in paragraph 11.2 below ("Excess Use")**; and

- 9.4. “Unlimited” Employment & Labor law legal research, **subject to limitation in paragraph 11.2 below (“Excess Use”).**

10. What’s Not Included:

The following is not included in the Monthly Rate:

- 10.1. Legal Advice on issues other than Employment and Labor Law;
- 10.2. Legal document preparation or revision (Vision Law® may in its sole discretion from time to time include document preparation or revision in the Monthly Rate, but reserves the right to bill for document preparation or revision at its discounted rate as stated in this Agreement);
- 10.3. Opinion letters on employment and labor legal issues if requested by you;
- 10.4. Advice on Traditional Labor Law issues, including but not limited to legal matters relating to the National Labor Relations Act and the Labor Management Relations Act (e.g. labor organizing, collective bargaining negotiations, unfair labor practices, strikes and other union related issues);
- 10.5. Representation and advice on workers’ compensation matters *with the exception of advice pertaining to discrimination under Labor Code section 132a and Serious and Willful Misconduct under Labor Code section 4553, workers’ compensation leave and return to work/modified duty issues*;
- 10.6. Immigration law issues;
- 10.7. Tax law issues;
- 10.8. Audit Letters;
- 10.9. Employee Retirement Income Security Act (ERISA) issues;
- 10.10. Litigation/trial advice, representation or defense. However, Client shall be entitled to participate in Vision Law®’s Share In The Risk Litigation Defense Program® (SIR), subject to and under the terms and conditions set forth in the SIR Client Agreement which must be signed by Client and Vision Law® in advance of representation on the matter;
- 10.11. Negotiations with or representation (including audits) before any administrative agency/body, for example:
 - 10.11.1. California administrative agencies such as the DFEH, FEHC, Labor Commissioner/DLSE, EDD, CUIAB, FTB, & WCAB;
 - 10.11.2. Federal administrative agencies such as the EEOC, Department of Labor, Citizenship and Immigration Services;

Predictable Fees Program® Agreement

- 10.12. Negotiations relating to any legal dispute, including response to demand letters or demand for documents under any Labor Code section, including but not limited to sections 1198.5, 226 or 432;
- 10.13. Workplace investigations (e.g. complaints of harassment, discrimination, retaliation, misconduct) or advice on how to properly conduct same;
- 10.14. On-site management or employee training, such as unlawful harassment training for supervisors (AB 1825 required training), and other similar training whether required by law or not;
- 10.15. Travel time, in person meetings or office visits (this will be billed at discounted rates);
- 10.16. Hard Costs, if necessary (in most cases, there should be no "Hard Costs" under the PFP Program);
- 10.17. Vision Law® reserves the right to exclude other non-employment and labor legal advice, not itemized in this Agreement.

11. Vision Law®'s Right to Increase Monthly Rate And To Bill For "Excess Use"

- 11.1. Monthly Rate Increase. Vision Law® has the right to increase Client's Monthly Rate. This may happen no more than once every calendar year on or after January 1 of the calendar year, except as provided in the next paragraph. Any such increase shall not exceed 10% of the Client's monthly rate in effect prior to the increase unless otherwise agreed in writing. The rate may also be increased at any time in any amount by mutual agreement of the parties.
- 11.2. "Excess Use." If Client's average use of the unlimited advice, review and research component of this Agreement for any consecutive three month period exceeds an average of 1.5 hours per month (4.5 hours over any consecutive three month period), Vision Law® reserves the right to charge Client for all hours that exceed 4.5 hours for the three month period. This time shall be charged at Vision Law®'s standard hourly rates then in effect less a 10% discount.

12. Discounted Fees for Document Preparation and Revision

As a Predictable Fees Program client, Client shall be entitled to 10% off Vision Law®'s regular hourly rates for document preparation and revision work.

13. Discounted Share In The Risk Litigation Defense Program® Fees

As a Predictable Fees Program client, Client is eligible for the Share In The Risk Litigation Defense Program® (SIR Program) at the 40% Holdback level, subject to other terms of the SIR Program agreement. Litigation will be billed at our normal hourly rates then in effect.

14. Notice

Any written notice required by this agreement shall be made to:

Predictable Fees Program® Agreement

To Vision Law® Corporation:
1380 Lead Hill Blvd., Ste. 106
Roseville, CA 95661, or
scott@visionlaw.com

To Southern California Joint Pole Committee:
279 E Arrow Hwy. Suite 104.
San Dimas, CA 91773, or
angela@scjpc.net

SOUTHERN CALIFORNIA
JOINT POLE COMMITTEE

VISION LAW® CORPORATION

Date

Date

By:
Title:

By: Scott Shibayama
Title: Shareholder



Number of JPAs or JPA files received from SCJPC Members

1	Bill of Sale month (not calendar month)	Actual Number of JPAs received from SCE *	Actual Number of JPAs received from other members *	Total JPA Received *	Notes
2	January 2020	1,679	204	1,883	Paper JPAs
3	February 2020	1,330	314	1,644	Paper JPAs
4	March 2020	1,421	129	1,550	Paper JPAs
5	April 2020	1,286	152	1,438	Paper JPAs
6	May 2020	1,151	124	1,275	Paper JPAs/Electronic files
7	June 2020	1,995	50	2,045	Start of electronic JPA files 100%
8	July 2020	1,590	125	1,715	Average up to July 2020: 1650/mo
9	August 2020	5,753	200	5,953	
10	September 2020	-	174	174	SCE sent duplicates, canceled by SCE
11	October 2020	4,384	127	4,511	Overtime started (SCE)
12	November 2020	3,647	191	3,838	
13	December 2020	3,881	124	4,005	
14	2020 SUM	28,117	1,914	30,031	
15	2020 Average	2,343	160	2,503	
16	Bill of Sale month (not calendar month)	Actual Number of JPAs received from SCE	Actual Number of JPAs received from other members	Total JPA Received	Notes
17	January 2021	-	227	227	SCE did not send any files
18	February 2021	4,386	280	4,666	
19	March 2021	1,719	152	1,871	
20	April 2021	635	275	910	
21	May 2021	1,733	429	2,162	
22	June 2021	2,508	352	2,860	
23	July 2021	1,313	475	1,788	
24	August 2021	1,852	285	2,137	
25	September 2021	991	377	1,368	
26	October 2021	1,210	547	1,757	
27	November 2021	532	438	970	
28	December 2021	421	356	777	
29	2021 SUM	17,300	4,193	21,493	
30	2021 Average	1,442	349	1,791	
31					
32	Bill of Sale month (not calendar month)	Actual Number of JPAs received from SCE	Actual Number of JPAs received from other members	Total JPA Received	Notes
33	January 2022	623	256	879	
34	February 2022	1,609	424	2,033	
35	2022 SUM	2,232	680	2,912	
36	2022 Average	1,116	340	1,456	
37	* Actual number of JPAs received, not number of JPAs processed or billed.				
38					
39	Average JPAs received the last 6 months (Sep 2021-Feb 2022):			898	per month (Edison only)
40	Average JPAs received the last 6 months (Sep 2021-Feb 2022):			1,297	per month (All members)
41	Average Edison (2022 & 2021):	1,279	JPAs per month		

Southern California Joint Pole Committee

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

March 16, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:15 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Mr. Jeff Williams	City of Los Angeles
Ms. Alicia Walsh	Southern California Edison
Ms. Valerie Mitwasi	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Mr. Hen Ly	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Troy Stanard	AT&T California
Mr. Barry Troy	AT&T California
Ms. Joy Young	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Marc Buan	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Mary Li	City of Anaheim
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Jim Todaro	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems

Mr. Charlie Smith
Mr. Brian Botteri
Ms. Angela Pranata
Ms. Kathleen Allen

Mobilitie, LLC
Sonic Telecom, LLC
Committee Staff
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:15 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 the review of the **February 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Ms. Pranata reported Invoice 21195 the check might have been lost in the mail and that information is being verified. Verizon Wireless has sent a check for Invoice 20995 and Ms. Pranata is waiting for it.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen reported she had a staff meeting on February 17, 2022. Billers are to verify that the bill first JPA has billed if it is listed on the JPA. Section 13.3 Billers are only to return JPAs if pole length/height and pole class have changed. Adding a pole class does not need a Section 13.3 and note or to be questioned. Billers are not to return JPAs when adding the pole class to the record.

Ms. Allen stated she updated the billing examples and Billing Manual for the billers.

Ms. Allen went over a few JPAs with the staff. JPAs that show a joint arm on proposed with a note stating *joint arm @ 22'* (grade) are okay for Billers to accept and process. In the past, Billers have been told the note must say *arm joint in field*. Multi party JPAs that show a special agreement between two members are okay for Billers to accept and process. JPAs with Section 16.1C listed were discussed. In the Routine Handbook under Section 16.1C it shows an example on how to correctly allocate grade and space for increase pole setting depth; example 34 in the Routine Handbook shows an example. JPAs that have members purchasing 4.0 but the purchasing member is not gaining space can be accepted and process. Billers are to see where the space is coming from. In the example Ms. Allen shared with the staff, E lost some of their space to the safety clearance zone and clearly shows E is gaining 1' from V's space. JPAs where power shows a power FA (Free Attachment) safety clearance applies.

Ms. Allen reminded the billers when billing H# class poles and there are no H# class pole prices billers are to use the next H# class and not regular class. For example, pole class is H3 but there are no H3 pole prices but there are H2 pole prices, billers are to use H2 pole prices.

Lastly, Ms. Allen stated the Form 7 pulling deadline was moved 3 days earlier due to February being a short month and February having a holiday.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Ms. Pranata) if other members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported that the office processed 8,896 poles, and the return rate was considered high, at 77%. The office has reached out to some members to discuss their memos or JPA errors. She then explained that she had added a couple of rows to the JPA Member Activity document. The "Section 18.1F JPAs included in the above" rows were added to indicate the number of JPAs submitted to the office under Section 18.1F. Most likely, those JPAs were submitted by SCE. A table on the bottom was also added to the document to indicate the actual number of poles and JPAs received for the Bill of Sale month.

There were no further questions or comments.

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

SCJPC Office update:

- *Forecast: 1624 JPAs. Actual received: 2036 JPAs for February Bill of Sale (1609 SCE + 427 from other members).*
- *Forecast: 345 JPAs from other members, actual received: 427 from other members.*
- *Forecast: 1279 JPAs from SCE, actual received: 1609 from SCE.*
- *Processed all 427 JPAs from other members.*
- *More poles in a Final: 7.45 poles per JPA. For comparison: 5.26 poles per JPA in 2021 year.*

Ms. Pranata presented the document that showed the productivity without overtime, which has the data from the Member Activity document. The next document presented was the SCJPC forecast for 2022. She explained that the first two tables were emailed to the Operating Committee members on March 2, 2022. It showed Ms. Pranata's original forecasts based on the last month's meeting discussion: 1,279 JPAs from SCE and 345 JPAs from other members. The total forecasts were 1,624 JPAs a month or 8,542 poles a month. Ms. Pranata then presented another forecast spreadsheet that she created using the same data (page 9 of the Operating Packet). The spreadsheet will show that if the staff could work overtime according to the assumptions, the office could eliminate the backlog by the end of December 2022. Mr. Treepaisan commented that the numbers highlighted in yellow showed a reduction per month of the backlog, and the 8,500 number was based on the forecast from last year. He added that the forecast would be correct as long as the average stayed the same. He commented that everything is contingent upon the influx of incoming JPAs and poles. If the number exceeded the 8,500 number, it would offset the finish time. Ms. Pranata agreed with Mr. Treepaisan's comment. Ms. Pranata then presented an updated forecast that included the actual numbers from the February Bill of Sale (page 10 of the Operating Packet). In the February 2022 Bill of Sale, the office processed 4,905 SCE poles, 453 SCE 18.1F poles, and 3,538 poles from other members. As of the end of February 2022 Bill of Sale, the backlog is 15,631 poles, which matched the

Member Activity document. She explained that the number of poles sent to the SCJPC office exceeded the forecast. The forecast was 8,542 poles a month; however, the total from all members was 11,217 poles for the February Bill of Sale. She reiterated that there was an influx from SCE and other members. Ms. Pranata stated that an email was sent to all members inquiring about the monthly JPA/pole submission forecast. She reported that she had received replies from five members so far. Ms. Pranata then asked Crown Castle if they could send their forecasts soon. Mr. Serrato responded that he would send Crown Castle's forecast; however, the number should be consistent. He also commented that there might be another level of review; therefore, it may take longer for their JPAs to be submitted to the SCJPC office.

Mr. Treepaisan commented that the SCJPC office received approximately an additional 2,500 poles in February, which will push out the target date to a month and a half. If the trend continues, it will be a perpetual backlog. He stated that the office is forecasting as best as possible; however, the actual numbers will speak for themselves. If the trends continue and the office receives about 10,000 to 11,000 poles a month, the committee may have to reassess how long it will take to tackle the backlog.

Ms. Mitwasi commented that SCE is holding back so the office can work on the backlog. SCE could be sending in more than what they have been sending. Mr. Treepaisan commented that Frontier would most likely submit the same as last year. However, there is definitely some variance with that. Mr. Treepaisan commented that if the office is aware that there will be more coming in this year, the committee could discuss the best plan for this year. However, if there are some random anomalies for this month and the number of poles received is lower next month, Mr. Treepaisan thought the office would be OK.

Ms. Pranata inquired if SCE would like to change their number of poles/JPAs monthly forecast. Ms. Mitwasi responded with an inquiry about whether or not the office needs another staff member. Ms. Mitwasi commented that SCE would be changing their forecast; however, if the SCJPC office needs to go through the backlog, SCE will support it the best they can. After the backlog is caught up, can the SCJPC office maintain the incoming flow? Ms. Pranata responded that if the members send 8,500 – 9,000 poles a month, the SCJPC office will not need another staff member. Ms. Mitwasi commented that they are committing to the 1,279 JPAs a month; however, they are holding back so the SCJPC office could get ahead and catch up. Ms. Mitwasi commented that there are 20,000 in their backlog that they could send to the SCJPC office. Mr. Treepaisan inquired about the 20,000 number that Ms. Mitwasi mentioned. He asked if the 20,000 will be a consistent number or is a leftover from previous projects. Mr. Treepaisan commented that the SCJPC could handle 8,500 to 9,000 poles a month; beyond that, the office will need another person. Ms. Mitwasi responded that they have about 20,000 JPAs, not poles, from leftover jobs. The SCJPC office could anticipate this number for the next couple of years coming from SCE. Mr. Treepaisan commented that the office should hire another person if this is a continuing trend. He added that he did not want the office to hire another person and then let go of that person after a year because the number of monthly JPAs/poles went down. Mr. Treepaisan stated that the number would speak for themselves. If SCE's forecast increases and there is a significant influx from all companies, Mr. Treepaisan suggested that the office should hire another person. Ms. Pranata agreed with Mr. Treepaisan. It depends on the forecast from all members, whether or not the office needs to hire another person. Mr. Treepaisan commented that members should send their forecasts

to Ms. Pranata by next month. He then suggested that the committee could review the forecasts and the actual numbers from the March Bill of Sale at the next Operating committee meeting to determine the best plan for the SCJPC office. Mr. Treepaisan commented that the office should have more data samples by next month. Ms. Pranata agreed with Mr. Treepaisan's suggestion. She then commented that she would send another email to members who have not submitted their forecasts. Mr. Treepaisan inquired if there were other issues or concerns with Ms. Pranata's forecast. He added that Ms. Pranata's spreadsheet is a good plan of attack. There were no further questions or comments. Mr. Treepaisan concluded that the members would review the updated forecasts next month.

Billing Errors/Questions

- *SCJPC needs clarification on Section 7.7 and 7.13 – K.Allen 3/9/2022*
- *Pole year set "20" – should we assumed 1920 or 2020 or return to initiator and ask for 4-digit year? – K.Allen 3/9/2022*

Ms. Allen opened and inquired JPAs that show Sections 7.7 and 7.13 how should they be billed. Ms. Pranata displayed JPA E6034-407554715 (see attached). Ms. Allen explained on this example HSO is PTDing. Section 7.13 rules state HSO would bill full cost for the PTD. Section 7.7 rules state H would not bill for the PTD since they are unauthorized. Ms. Allen is requesting clarification from the members how to bill the PTD. Ms. Allen wants to make sure it is understood across the board how the billing is to be done.

Ms. Mitwasi stated she was chatting with Ms. DeBarge, and the JPA should not have been submitted that way. Ms. Mitwasi asked Ms. Allen to return the JPA via memo.

Ms. Allen stated she has one more JPA she would like clarification on. Ms. Pranata displayed NG-455354-13-27 (see attached). Ms. Allen explained JPAs are being submitted with poles to be joint that show Section 4.X and a two-digit year set. For this example, the Date Sent was 12/21/2017 and Form 48 Sent 1/21/2020. Ms. Allen inquired does SCJPC need a four-digit year set or can the staff assume by looking at Date Sent or the Form 48 Date that the year set is 1920.

After some discussion the members agreed JPAs stating Section 4.X and show a two-digit year set should be returned via memo requesting a four-digit year set.

Pole Stubbing JPAs from Edison

Ms. Pranata stated SCJPC received some Pole Stubbing JPAs from Edison. Edison only sends them once a year. Ms. Pranata inquired if SCJPC is still recording Pole Stubbing in the bill of sale. Ms. Pranata displayed on the screen a pole card that showed how SCJPC previously recorded Pole Stubbing. Ms. Black stated AT&T California would like it to be recorded in the bill of sale. Mr. Bacon stated LA DWP concurs with AT&T California and would like to see the pole stubbing recorded as well.

Mr. Harmon inquired if someone could explain to him what a Steel Stub is and if it is a C-Truss. Mr. Williams stated it is a C-Truss and explained it is to extend the life of a deteriorated pole. Mr. Armstrong stated that is correct and City of Pasadena uses the same terminology. Stubbing use to be a short full section of pole that one would attach next to it. Then C-Trussing came along and that became the norm. Mr.

Harmon stated they are trying to reinforce the ground line and by setting that little stubbed pole adjacent to it one is adding some strength to that ground line. Mr. Harmon inquired perhaps the committee can put this to a vote to where it can actually be referred to as a C-Truss. That way it is just more representative to maybe people that have questions, besides him. Especially with the need for infrastructure and the build outs that is being seen C-Truss is probably going to be used more common. Mr. Armstrong agreed and stated it would definitely affect wind loading and all those issues would come into play. Mr. Williams stated looking at the Authorized Cost descriptions Pole Stubbing shows it is a metal truss and how long it is for pole loading purposes. Ms. Black inquired if Mr. Harmon is asking for Item 6 Pole Stubbing to be renamed to Pole Trussing. Mr. Bacon suggested for Steel Stubbing add in parentheses C-Truss. That way it would be defined, and everyone knows what it means. Mr. Treepaisan agreed. Ms. Black inquired what does Pole Stubbing mean if it is not a C-Truss. Mr. Botteri stated there use to be one where one would use a wood utility pole where one would essentially sink in the ground next to it and strap to it instead. Mr. Armstrong stated that is true and City of Pasadena had to do that a couple of times when a windstorm would come through and it was a quick temporary fix until they could get back and do a full replacement. Ms. Black thanked the committee for the education.

Mr. Treepaisan stated the committee should look into clarifying the definition. Mr. Treepaisan then stated the consensus of the committee is to leave the notation on the pole record. Ms. Pranata stated the committee could continue the title discussion in the Authorized Cost ad hoc.

Item 1780: Review of Membership Application Fee – OPERATING (9/ 15/2021)

- *Mr. Treepaisan proposed: increasing Intellectual Property to \$100,000*
- *Vision Law responded: The committee can increase the Intellectual Property to \$100,000 and other components, must have approval from Admin Board*

Mr. Treepaisan inquired on *Item 1780: Review of Membership Application Fee* does it need to be voted on to be moved to Discussion or Consent. Ms. Pranata stated yes. If the operating committee decides to increase the Membership Application Fee to \$100,000 then Ms. Pranata could add the proposal in the April 2022 Discussion Calendar for the Administrative Board. Mr. Treepaisan inquired if that requires a vote from the Operating Committee. Ms. Pranata replied just a consensus, with no objections from the Operating Committee. Mr. Treepaisan explained he proposed last month to basically double the intellectual property given it an evaluation of three million dollars. Mr. Treepaisan stated if there were no concerns, Mr. Treepaisan would like this to be moved to Discussion. Mr. Bacon inquired if there were any objections. Hearing none this will be moved to April 2022 Discussion Calendar.

JPA Training

- *Action item from last month: Ms. LaFrenais to explore a list of retired vendors for training purposes.*
- *Action item from last month: Mr. Treepaisan to research and optimize examples for JPAs.*

Mr. Treepaisan stated he had an action item from February 2022's meeting for the JPA training. Mr. Treepaisan apologized and stated he has not had a chance to review examples much less optimize them.

Ms. LaFrenais stated she has not had a chance as well to reach out to the vendors for training purposes.

Both items will be deferred until the next Operating meeting.

MISC

SCJPC Staff to return to the Office

Mr. Serrato stated many members are returning to offices. Mr. Serrato inquired if the SCJPC staff was expected to do a hybrid schedule or is the committee good with the staff working from home. Mr. Serrato also inquired if the committee is good with having SCJPC meetings via WebEx from now on. Mr. Treepaisan stated he has not given it much thought and Mr. Treepaisan's general consensus is if the staff is maintaining productivity and the staff are happy Mr. Treepaisan feels that the staff should continue to work from home. However, Mr. Treepaisan knows the committee is locked into a lease on the office building. Mr. Treepaisan is unsure if the committee could get out paying for that. Mr. Serrato inquired if there is any value in having the staff come in once a week to regroup to use the facilities or get supplies. Mr. Serrato stated perhaps this is something to think about since the rest of the Nation is returning back to work to the office. Mr. Serrato added he is not suggesting anything and was just wondering if everything is okay now and the way it is going then he is okay. Mr. Bacon stated LA DWP is still in a holding pattern. Masks are still mandatory, and the company is maximum telecommuting when possible. Just this week LA DWP is beginning a two-day work week at the office. Mr. Bacon then stated this should be deferred and the committee should wait and see how the variance, Omicron variant, and how things go prior to sending the staff back to the office. Mr. Bacon inquired is it safe enough for staff to return? Mr. Bacon does not think the committee is quite there yet. Mr. Bacon stated to review this next month regarding sending SCJPC staff back to the work environment. Mr. Treepaisan agreed, and Mr. Serrato agreed as well.

Review of Action Items:

- Members to submit their monthly Final JPA/poles forecasts to Ms. Pranata.
- Mr. Treepaisan to research and optimize example of JPAs for presentation.

The meeting adjourned at 10:52 a.m. until April 20, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		February 28, 2022			YTD Through February, 28 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		51,787	44,135.60	7,651	103,573	87,884.84	15,688	15%	621,439
Regular		42,419.60				-	-		
Contract Labor		1,716.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,472.42	367	13,678	12,944.84	733	5%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)						-	-		
						-	-		
Payroll Taxes		4,143	3,583.77	559	8,286	7,601.07	685	8%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	458	483.66	(25)	-6%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33	3.99	29	67	3.99	63	94%	400
Telecommuting Reimbursement	semi-annual	96	-	96	192	-	192	100%	1,152
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		5,438	4,462.06	976	10,875	8,895.71	1,979	18%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
<u>MONTHLY RECURRING</u>									
Rent		9,612	9,437.19	174	19,223	18,874.38	349	2%	115,340
Alarm System	Quarterly	55	-	55	110	-	110	100%	660
Telephone & Internet		850	516.19	334	1,700	980.58	719	42%	10,200
Cisco WebEx Plan		69	69.00	-	138	138.00	-	0%	828
Postage & Shipping		25	8.95	16	50	17.90	32	64%	300
Business/Property Insurance	Pro-Rated	167	-	167	333	1,149.76	(816)	-245%	2,000
						-	-		
						-	-		
<u>EQUIPMENT & FURNITURE</u>									
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	17	-	17	100%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		February 28, 2022			YTD Through February, 28 2022				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,509.50	(293)	2,433	2,659.00	(226)	-9%	14,600
FRIEND Support	HYPERLINK	700	400.00	300	1,400	800.00	600	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,153.56	135	2,577	2,325.78	251	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	395	395.00	-	0%	2,370
Computer (repair, maintenance, supplies)		158	-	158	317	107.72	209	66%	1,900
						-			
PRINTING & SUPPLY									
Office Printing		13	-	13	25	-	25	100%	150
Office Supplies		108	9.53	99	217	9.53	207	96%	1,300
						-			
						-			
CONTRACT SERVICES									
CPA/Auditor		417	-	417	833	-	833	100%	5,000
Attorney*		542	-	542	1,083	-	1,083	100%	6,500
						-			
GENERAL EXPENSE									
Payroll Service Fees		93	93.00	0	187	186.00	1	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	17	-	17	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	58	(45.00)	103	177%	350
Seminars, professional development, & tuition	Labor Law Webinar	117	37.79	79	233	75.58	158	68%	1,400
Team Building	QUARTERLY	167	-	167	333	-	333	100%	2,000
Member Retirement plaques		33	-	33	67	-	67	100%	400
Scan & shred document	1 box per year	13	-	13	27	-	27	100%	160
Total Operating Expenses		84,451.25	72,331.88	12,119.37	168,902.50	145,811.40	23,387.49	14%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		February 28, 2022			YTD Through February, 28 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	225	-	225	100%	1,350
FRIEND modification*		2,813	-	2,813	5,625	-	5,625	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	833	-	833	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZE	492	324.66	167	983	749.52	234	24%	5,900
Hardware Purchase		117	-	117	233	-	233	100%	1,400
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	324.66	3,625.34	7,900.00	749.52	7,150.48	91%	47,400
Interest Earned/Misc Income			(0.07)			(0.15)			
MemberFee Credit Sonic Telecomm			(2,382.36)			(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	70,274.11	15,744.71	176,802.50	70,274.11	106,528.39	60%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
3/8/2022									

Delinquent Accounts
As of 3/9/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Oct '21	November 30, 2021	1/29/2022	\$ 828.39	21195	2/8/2022, 3/8/2022	Emailed jtodaro@motiveis.com LACJPA@motiveis.com Check might be lost in the mail	GV	JT	1/11/2022
AT&T Mobility	Dec '21	January 31, 2022	4/1/2022	\$ 1,150.74	21257		Not 60 days, will email the following month		GV	3/8/2022
City of Burbank	Dec '21	January 31, 2022	4/1/2022	\$ 1,276.39	21247		Not 60 days, will email the following month		GV	3/8/2022
City of Glendale	Nov '21	December 31, 2021	3/1/2022	\$ 1,260.47	21218	3/8/2022	Emailed to SArakelyan@glendaleca.gov; ALindgren@Glendaleca.gov; CBabakhanlou@glendaleca.gov; JPA@glendaleca.gov	GV	GV	2/8/2022
City of Riverside	Dec '21	January 31, 2022	4/1/2022	\$ 1,470.82	21253		Not 60 days, will email the following month		GV	3/8/2022
MCI METRO/ATS	Dec '21	January 31, 2022	4/1/2022	\$ 1,283.67	21258		Not 60 days, will email the following month		GV	3/8/2022
MCI Telecomm (MCI)	Dec '21	January 31, 2022	4/1/2022	\$ 1,071.39	21259		Not 60 days, will email the following month		GV	3/8/2022
SPRINT-Nextel Corp	Nov '21	December 31, 2021	3/1/2022	\$ 1,022.63	21223	3/8/2022	Emailed to Joshi, Mary K [CB Richard Ellis Contractor for Sprint] <mary.joshi@t-mobile.com>; LLStatements@t-mobile.com <llstatements@t-mobile.com>	GV	GV	2/8/2022
SPRINT-Nextel Corp	Dec '21	January 31, 2022	4/1/2022	\$ 1,054.19	21254		Not 60 days, will email the following month		GV	3/8/2022
Teleport Comm. America, LLC-TCA	Dec '21	January 31, 2022	4/1/2022	\$ 1,372.46	21244		Not 60 days, will email the following month		GV	3/8/2022
Time Warner Cable(TWS)	Dec '21	January 31, 2022	4/1/2022	\$ 578.68	21265		Not 60 days, will email the following month		GV	3/8/2022
Time Warner Cable(TWN)	Dec '21	January 31, 2022	4/1/2022	\$ 668.62	21266		Not 60 days, will email the following month		GV	3/8/2022
T-Mobile, USA (PBM)	Dec '21	January 31, 2022	4/1/2022	\$ 1,046.26	21261		Not 60 days, will email the following month		GV	3/8/2022
Verizon Wireless	Apr '21	May 31, 2021	7/30/2021	\$ 1,131.63	20995	7/29/2021, 9/7/2021; 10/12/2021, 11/11/2021, 12/7/2021, 1/11/2022, 2/8/2022, 3/8/2022	Angela sent Notice of Default letter to Verizon Wireless, Emailed to Mortiz@motiveis.com, Spatel@motiveis.com, Jharmon@motiveis.com, marco.murillo@verizonwireless.com (check in the mail per MotiveIS)	GV,AP,JT	JT	7/13/2021
XO Communications (NXT)	Dec '21	January 31, 2022	4/1/2022	\$ 1,106.44	21264		Not 60 days, will email the following month		GV	3/8/2022

TOTAL \$ 16,322.78 Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
MAR 2021 - FEB 2022

		MBR CODE	2021 MAR	2021 APR	2021 MAY	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1	1	1	1		1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1	1	1	1		1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1	1	1	1		1	1	11	100%	M	11
4	AT&T Mobility	LAC	1	1	1	1	1	1	1	1	1		1	1	11	100%	LAC	11
5	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1	1	1		1	1	11	100%	NG	11
6	AT&T California	H / T	1	1	1	1	1	1	1	1	1		1	1	11	100%	H / T	11
7	Golden State Water	SCW	1	1	1	1	1	1	1	1	1		1	1	11	100%	SCW	11
8	Time-Warner	TWC	1	1	1	1	1	1	1	1	1		1	1	11	100%	TWC	11
9	City of Azusa	MA	1	1	1	1	1	1	1	1	1		1	1	11	100%	MA	11
10	City of Burbank	B	1	1	1	1	1	1	1	1	1		1	1	11	100%	B	11
11	City of Glendale	A	1	1	1	1	1	1	1	1	1		1	1	11	100%	A	11
12	City of Vernon	V	1	1	1	1	1	1	1	1	1		1	1	11	100%	V	11
13	City of Banning	COB	1	1	1	1	1	1	1	1	1		1	1	11	100%	COB	11
14	T-Mobile, USA	PBM	1	1	1	1	1	1	1	1	1		1	1	11	100%	PBM	11
15	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1	1		1	1	11	100%	AMT	11
16	XO Communications	NXT	1	1	1	1	1	1	1	1	1		1	1	11	100%	NXT	11
17	MCI/Metro	ATS	1	1	1	1	1	1	1	1	1		1	1	11	100%	ATS	11
18	MCI Communications	MCI	1	1	1	1	1	1	1	1	1		1	1	11	100%	MCI	11
19	Verizon Wireless	ATC	1	1	1	1	1	1	1	1	1		0	1	10	91%	ATC	11
20	City of Riverside	J	1	1	1	1	1	1	0	1	1		1	1	10	91%	J	11
21	Teleport Comm America	TCA	1	1	1	0	1	1	1	1	1		1	1	10	91%	TCA	11
22	Sprint Communications	FON	1	1	1	0	1	1	1	1	1		1	1	10	91%	FON	11
23	Sprint-Nextel	SPR	1	1	1	0	1	1	1	1	1		1	1	10	91%	SPR	11
24	City of Lompoc	LLW	1	1	1	1	1	1	1	0	1		1	1	10	91%	LLW	11
25	ExteNet Systems	EXT	1	1	0	1	1	1	1	1	1		1	1	10	91%	EXT	11
26	Mpower/TelePacific	ICG	0	1	1	1	1	1	1	1	1		1	1	10	91%	ICG	11
27	City of Pasadena	MP	1	1	0	1	1	1	0	1	1		1	1	9	82%	MP	11
28	Mobilite LLC	MOB	0	0	1	1	1	1	1	1	1		1	1	9	82%	MOB	11
29	City of Anaheim	D	1	1	1	0	1	1	1	1	1		1	0	9	82%	D	11
30	City of Colton	F	0	1	1	1	0	0	1	1	1		1	1	8	80%	F	10
Total			27	29	28	26	29	29	28	29	30	0	29	29				

MEMBER ACTIVITY

INCLUDED JPAS RECEIVED UP TO FEBRUARY 1, 2022

FEBRUARY 2022

Member	ATC	ATS	BVE	E	EXT	FTR	H/T	LAC	M	MCI	NG	TCA	TWC	Totals	YTD
Joint JPAs Billed			9	282	1			12			12			316	731
% of Joint JPAs Billed	0.000	0.000	0.028	0.892	0.003	0.000	0.000	0.038	0.000	0.000	0.038	0.000	0.000	1.00	
Joint JPAs Returned			30	227	5	9	1	4	1		27			304	507
Joint JPAs Held Over														0	
Total Joint JPAs Processed	0	0	39	509	6	9	1	16	1	0	39	0	0	620	
Section 18.1F JPAs included in above						1	1		1					3	
Multi JPAs Billed				97				3			7			107	237
% of Multi JPAs Billed	0.000	0.000	0.000	0.907	0.000	0.000	0.000	0.028	0.000	0.000	0.065	0.000	0.000	1.00	
Multi JPAs Returned	2	1		134	30	4	8	19		10	255	2	2	467	841
Multi JPAs Held Over														0	
Total Multi JPAs Processed	2	1	0	231	30	4	8	22	0	10	262	2	2	574	1078
Section 18.1F JPAs included in above	2	1			2	2	6			2	5	2	2	24	
Total # JPAs Billed	0	0	9	379	1	0	0	15	0	0	19	0	0	423	968
% of JPAs Billed	0.000	0.000	0.021	0.896	0.002	0.000	0.000	0.035	0.000	0.000	0.045	0.000	0.000	1.00	
# of JPAs Returned														771	
# of Held Over JPAs														0	
Total JPAs Processed	2	1	39	740	36	13	9	38	1	10	301	2	2	1194	2316
% of JPAs Billed														35.43%	
% of JPAs returned														64.57%	
% of Held Over JPAs														0.00%	
Member	ATC	ATS	BVE	E	EXT	FTR	H/T	LAC	M	MCI	NG	TCA	TWC	Totals	
Poles Billed (Joint JPAs)			64	1244	10			16			26			1360	2923
Poles Returned (joint)			546	1705	21	91	6	7	2		70			2448	4123
Poles Held Over (joint)														0	
Poles Billed (Multi JPAs)				582				4			30			616	1457
Poles Returned (multi)	8	20		1374	489	17	205	25		198	2038	28	70	4472	8660
Poles Held Over (multi)														0	
Total # Poles Billed (Joint & Multi combined)	0	0	64	1826	10	0	0	20	0	0	56	0	0	1976	4380
% of Total Poles Billed (Joint & Multi combined)	0.000	0.000	0.032	0.924	0.005	0.000	0.000	0.010	0.000	0.000	0.028	0.000	0.000	1.00	
# of Poles Returned														6920	12783
# of Held Over Poles														0	
Total Poles Processed	8	20	610	4905	520	108	211	52	2	198	2164	28	70	8896	17163
% of Poles Billed														22.21%	
% of Poles returned														77.79%	
% of Held Over Poles														0.00%	
RETURN RATE # OF JPAS	100%	100%	77%	49%	97%	100%	100%	61%	100%	100%	94%	100%	100%		
RETURN RATE # OF POLES	100%	100%	90%	63%	98%	100%	100%	62%	100%	100%	97%	100%	100%		

“Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale”

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	2663
HELD OVER POLES	15631

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

Actual JPAs received from 1/6/2022-2/1/2022 (February Bill of Sale):	
SCE	1609
OTHER MEMBERS	427

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
17	33
4701	8182

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	BILLED MULTI	RETURNED MULTI	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	1062	1412	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	1329	1320	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	1185	1667	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	1393	1579	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	1076	1129	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	966	1938	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	459	1581	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	942	1287	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	1048	2533	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	122	1863	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	1068	2016	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	571	1403	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	258	1210	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	201	2007	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	188	3377	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	134	2148	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	352	2692	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	486	2238	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	487	2330	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	282	1086	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	502	3495	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	958	2480	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	704	3238	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	847	3363	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	692	3257	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	808	6109	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	394	5890	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	1018	4049	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	559	4688	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	734	3523	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	1277	3933	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	841	4188	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	616	4472	8896	57%	78%	1976	423	ELECTRONIC

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

SCJPC Forecast 2022

Poles/JPA: 5.26 based on 2021 data.
Average OT monthly: 126.98 hours, based on 2020 & 2021 SCE OT data.
SCJPC OT forecast: 12.10 poles/hour (2-party JPAs only).

Forecast: Number of JPAs the Members will send to SCJPC				
Bill of sale month	Number of JPAs		Balance (JPA)	Balance (Poles)
As of end of Jan 2022	1,828	backlog		
Feb-22	1,624	forecast	3,452	18,157.52
Mar-22	1,624	forecast	5,076	26,699.76
Apr-22	1,624	forecast	6,700	35,242.00
May-22	1,624	forecast	8,324	43,784.24
Jun-22	1,624	forecast	9,948	52,326.48
Jul-22	1,624	forecast	11,572	60,868.72
Aug-22	1,624	forecast	13,196	69,410.96
Sep-22	1,624	forecast	14,820	77,953.20
Oct-22	1,624	forecast	16,444	86,495.44
Nov-22	1,624	forecast	18,068	95,037.68
Dec-22	1,624	forecast	19,692	103,579.92
Total JPAs forecast	19,692	JPAs	(5.26 poles/JPA)	
Total Poles forecast	103,579.92	Poles		

Forecast: SCJPC to review per month (contingency below)*			
	Regular time (joint+multi)	Overtime (2-party JPAs only)	
		(Start March 7, 2022)	
	8,542.24		Feb-22
	8,542.24	1,536.46	Mar-22
	8,543.24	1,536.46	Apr-22
	8,544.24	1,536.46	May-22
	8,545.24	1,536.46	Jun-22
	8,546.24	1,536.46	Jul-22
	8,547.24	1,536.46	Aug-22
	8,548.24	1,536.46	Sep-22
	8,549.24	1,536.46	Oct-22
	8,550.24	1,536.46	Nov-22
	8,551.24	1,536.46	Dec-22
	94,009.64	15,364.58	
	109,374.22	Reg Time + OT by end of Dec 2022	

Actual Data:								
Bill of sale month	Received JPA (SCE)	Received JPA (other members)	Total Received (JPA)	Balance (JPA)	SCJPC Processed (JPA)	SCJPC Processed (Poles)	Backlog balance (JPA)	Notes
Feb-22	1,609	427	2,036	2,036	1,194	8,896	2,663	Forecast: 345 from other members, actual received: 427 from other members. Forecast: 1279 from SCE, actual received: 1609 from SCE.
				2,036				
Total JPAs	2,036		JPAs					
Total Poles	15,168.20		Poles					

Poles per JPA as of end of Feb 2022 7.45

- *Regular time per month contingent upon (based on 2021 data):
- 1. Multi received: 48% or lower.
 - 2. Complexity of multi JPAs.
 - 3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
 - 4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
 - 5. Length of committee meetings. Transcribing long meetings will take time away from billing.
 - 6. Average 5.26 poles/JPA

- *Overtime poles per month contingent upon (based on 2020 & 2021 OT data):
- 1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
 - 2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
 - 3. Staff availability.

1624 = 1279 (SCE) + 345 (other members)

FORECAST BASED ON FILE "SCJPC OT FORECAST 2022.PDF" 3/2/2022 file

Backlog **1,828.00** JPAs per end of January B/S
Assumption **5.26** poles/JPA based on 2021 data

Assuming SCJPC WILL work overtime 126.98 hours per month

Regular time	Overtime	Total Poles
8542.24	1536.46	10,078.70

Bill of sale Month FORECAST

Backlog balance as of end of Jan 2022	9,615.28	(1828*5.26)	Poles
Feb-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Feb-22 SCJPC to Process (Reg time only)	(8,542.24)	forecast	Poles
Balance (backlog is included)	9,615.28		Poles
Mar-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Mar-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	8,078.82		Poles
Apr-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Apr-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	6,542.36		Poles
May-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
May-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	5,005.90		Poles
Jun-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Jun-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	3,469.44		Poles
Jul-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Jul-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	1,932.98		Poles
Aug-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Aug-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	forecast	Poles
Balance (backlog is included)	396.52		Poles
Sep-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Sep-22 SCJPC to Process (Reg+Overtime)	(8,938.76)	forecast	Poles
Balance (backlog is included)	-		Poles
Oct-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Oct-22 SCJPC to Process (no overtime)	(8,542.24)	forecast	Poles
Balance (backlog is included)	-		Poles
Nov-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Nov-22 SCJPC to Process (no overtime)	(8,542.24)	forecast	Poles
Balance (backlog is included)	-		Poles
Dec-22 Poles received from all members this month (new JPAs)	8,542.24	forecast	Poles
Dec-22 SCJPC to Process (no overtime)	(8,542.24)	forecast	Poles
Balance (backlog is included)	-		Poles

FORECAST UPDATED BASED ON ACTUAL FEB 2022 (3/16/2022)

Backlog **15,631.00** JPAs per end of February 2022
(Member Activity)

Assuming SCJPC WILL work overtime 126.98 hours per month

Regular time	Overtime	Total Poles
8542.24	1536.46	10,078.70

Bill of sale Month

Actual or forecast numbers

Backlog balance as of end of Jan 2022	13,400.00	Poles	
Internal adjustment (correction)	(90.00)	Poles	
Feb-22 Poles received from SCE this month (new JPAs)-SCE	7,679.00	Poles	Actual
Feb-22 Poles received from all other members this month (new JPAs)-NON SCE	3,538.00	Poles	Actual
Feb-22 SCJPC processed (SCE reg time)	(4,905.00)		Actual
Feb-22 SCJPC processed (SCE 18.1F reg time)	(453.00)		Actual
Feb-22 SCJPC processed (NON SCE reg time)	(3,538.00)	Poles	Actual
Balance (backlog is included)	15,631.00	Poles	
Mar-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Mar-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	14,094.54	Poles	
Apr-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Apr-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	12,558.08	Poles	
May-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
May-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	11,021.62	Poles	
Jun-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Jun-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	9,485.16	Poles	
Jul-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Jul-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	7,948.70	Poles	
Aug-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Aug-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	6,412.24	Poles	
Sep-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Sep-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	4,875.78	Poles	
Oct-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Oct-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	3,339.32	Poles	
Nov-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Nov-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	1,802.86	Poles	
Dec-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Dec-22 SCJPC to Process (Reg+Overtime)	(10,078.70)	Poles	Forecast
Balance (backlog is included)	266.40	Poles	
Dec-22 Poles received from all members this month (new JPAs)	8,542.24	Poles	Forecast
Dec-22 SCJPC to Process (Reg+Overtime)	(8,808.64)	Poles	Forecast
Balance (backlog is included)	-	Poles	

BILL NO.

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

J.P. FORM 2-1 Rev 07/13

PAGE NO. 1 OF 2

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 8/29/2016

In Field

By Telephone



Date Sent 10/7/2016

Confirming Agreement

8/29/2016

Date Completed SEP 17 2020

No. of Pages 1 OF 2

J.P. Auth. No.

E6034-407554715

COSTS and BILLING DATA

- BILLING CODES
- 1. PLACED CURRENT YEAR
 - 2. PLACED PRIOR YEAR
 - 3. UNAUTHORIZED ATTACHMENT
 - 4. SALVAGE VALUE
 - 5. AUTHORIZED COSTS

SCE USE ONLY		
BC	AMT	SO

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	ELSA CONSUELO ESCAMILLA	ONTARIO	RONALD JAMES TANNERY	ONTARIO	901758713 / 2CO 700136
FTR	LAURA CESMAT	POMONA	RUIZ	POMONA	DAMAGE
HSO			18.1D		

BILL NO.

6	POLE NO.	Pole Length	Year Set	Pole Treat																	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	TOTAL AMT	BILL CODE	TOTAL AMT	ACCOUNTING DIRECTIONS:																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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- POLE LEGEND:
- P = PULL
 - PB = PULL BUTT
 - T = TRANSPORT
 - S = SALVAGE
 - D = DISPOSE
 - TN = TENANT
- L = LOWER TOP
- C(XX) = FOOTAGE CUT
- SCZ = SAFETY CLEARANCE ZONE
- ANCHOR LEGEND:
- AR = ANCHOR REMOVED
 - AT = ANCHOR TRANSFERRED

Show Quantity of Items to be billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION

UPLAND

COMMUNITY

FORM 48

10/7/2016

11/21/2016

PAGE TOTAL

PRELIMINARY JPA REVIEWED BY AGENT:

MARYAM AMIRIMOGHADDAM

HOW IS SCJPC TO BILL?

WOULD SCJPC BILL THE PURCHASE BY 7.7: 2 PURCHASE 3 PENALTY (NO PENALTY PER NOTE) AND PTD BY 7.13?

FINAL

AUTHORIZATION FOR JOINT POLE TRANSACTION

BILL NO. _____

PAGE NO. 3 OF 4

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

J.P.
Auth. No.

NG455354-13-27

POLE NO.	Pole Length	Year Set	Pole Treat	Record									Proposed								Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.		BILL CODE	UTILITY	BILL CODE	UTILITY	ACCOUNTING DIRECTIONS:					
	Class		L	C								12KV	C	C											TOTAL AMT		TOTAL AMT						
	Anchor Direct.		E	FTR	NG							E	FTR	NG											AMOUNT		AMOUNT						
YEAR SET: 20: Can SCJPC assume it's 1920 and not 2020? Or should SCJPC return and ask for 4 digit year?																								NG TO PURCHASE SEC 4.0, FTR TO PURCHASE SEC 4.1B		1							
1711090E	40	20	FT 5	100	(23-1)							34-4 22-4	23-1	24-1								DUNDRY AV W/S 900' N/O CENTRAL AV		2									
DATE SENT: 12/21/2017																										NG PURCH TO CONVERT EXIST SUNESYS TN ATTCH TO OWNERSHIP W/ ADDITIONAL WORK ON EXIST CABLE		3					
FORM 48 SENT: 1/21/2020																																	
					C								C	C								NG TO PURCHASE SEC 4.0		5									
GT138540	30	66	FT 5		100							NI	25-2 22-6	23-1								DEXTER ST 150' W/S BIG DALTON AV		6									
																						NG PURCH TO CONVERT EXIST SUNESYS TN ATTCH TO OWNERSHIP W/ ADDITIONAL WORK ON EXIST CABLE		7									
																							8										
					C								C	C								NG TO PURCHASE SEC 4.0		9									
E74453Y	30	65	FT 5		100							NI	25-2 22-8	23-1								DEXTER ST 350' W/S BIG DALTON AV		10									
																						NG PURCH TO CONVERT EXIST SUNESYS TN ATTCH TO OWNERSHIP W/ ADDITIONAL WORK ON EXIST CABLE		11									
																							12										
					C								C	C								NG TO PURCHASE SEC 4.0		13									
E74452Y	45	09	FT 5		100							NI	39-14 24-6	25-1								DEXTER AV 450' W/S BIG DALTON AV		14									
																						NG PURCH TO CONVERT EXIST SUNESYS TN ATTCH TO OWNERSHIP W/ ADDITIONAL WORK ON EXIST CABLE		15									
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POLE LEGEND:																								COL TOT									

POLE LEGEND:
P = PULL (Item 5A)
PB = PULL BUTT
T = TRANSPORT (Item 5B)
S = SALVAGE
D = DISPOSE (Item 5D)
TN = TENANT

L = LOWER TOP (Item 5E)
C(XX) = FOOTAGE CUT
SCZ = SAFETY CLEARANCE ZONE
SOP = SECTION OF POLE
ANCHOR/ARM LEGEND:
AR = ANCHOR/ARM REMOVED
AT = ANCHOR/ARM TRANSFERRED

Show Quantity of
Items to be billed
in the Column of
Party to be Paid.

↑↑↑↑↑↑↑↑↑↑

GEOGRAPHICAL LOCATION

BALDWIN PARK

COMMUNITY

AB

PAGE TOTAL _____

Southern California Joint Pole Committee

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

April 20, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:00 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Camile Bowie	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Ms. Kay Black	AT&T California
Ms. Joy Young	AT&T California
Mr. Earl Carrion	Crown Castle NG West Inc.
Mr. Marc Buan	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Jeremiah Rodriguez	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Jim Todaro	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Mr. Dawn Laffoon	Mobilitie, LLC
Mr. Brian Botteri	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:00 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 the review of the **March 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Ms. Pranata reported she is still waiting for an update from AT&T Mobility.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen reported she had a staff meeting on March 22, 2022. Discussed were SCE JPAs that show Section 7.13 and Section 7.7, or Section 7.13 and Section 7 should be returned to SCE at this time. Arms that show no cost on a JPA do not need to show who placed the arm in the Nature of Work. Billers are to process the JPA with no monies billed for the no cost arm. The arm information will be recorded on the pole record and in the bill of sale. Section 4.X with no pole record that have a two-digit year set, billers are to return requesting a four-digit year set. Ms. Allen reminded the staff that Section 13.3 with no note on a JPA are billable and billers are to continue to process and not return the JPA. Section 7.X covers all anchors, arms, and items for the new pole. Billers are to add MEMO to JPA file name on all JPAs deemed memos. Two items on one line are acceptable. However, an indicator for each item must be shown in line with the items. Ms. Black inquired if it is okay to have two items on a line as long as there are two item numbers within the square it is acceptable and not have to be retyped. Ms. Black stated she thought it was just one item per line. Ms. Pranata explained two years ago SCJPC asked the members to type one item per line. However, members are still sending JPAs in with two items per line. The SCJPC office wants to bill and not return via memo; therefore, the JPAs that show two items per line would continue to be processed as long as the information is clear. Ms. Pranata added SCJPC would greatly appreciate it if members could type one item per line.

There were no further questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Ms. Pranata) if other members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported that the office processed 9,394 poles, and the return rate was 65% which is about 10% less than last month. The actual poles received for March 2022 bill of sale is shown on the bottom right hand corner table. There were 14,531 poles held over. A few meetings were scheduled with a couple of members, to review memos and errors for April 2022, one member in May 2022, and one member canceled. Ms. McLean inquired if Extents return rate is actually 100%. Ms. Pranata stated yes. Ms. McLean inquired if that means they are returned for any reason. Ms. Pranata

stated yes. Mr. Treepaisan stated that Frontier would need to setup a time to review memos and errors as well. Ms. Pranata stated that would be great.

There were no further questions or comments.

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

SCJPC Office update:

- *Original forecast from early March: 1624 JPAs per month or 8542.24 poles per month (1279 JPAs from SCE, 345 JPAs from other members).*
- *Still waiting for forecast from some members.*

Ms. Pranata displayed the *Productivity without Overtime* table and explained this is the productivity table without overtime. The return rate decreased to 65%. The next page that Ms. Pranata displayed was the *SCJPC-Overtime Monthly update*. For March 2022 bill of sale, the billers processed 1,538 poles and the staff worked 106 hours with the process rate of 14.51 poles an hour. The final page Ms. Pranata displayed was the *Forecast Updated based on actual data Mar 2022 B/S*. Ms. Pranata explained the original forecast for number of JPAs members were to send to the SCJPC office were 1,624 JPAs a month or about 8,500 poles a month. However, for February 2022 bill of sale, over 11,000 poles were received and over 9,000 poles received in March 2022 bill of sale. The forecast for SCJPC to process per month was 8,500 poles. During regular time the staff processed more than the forecasted amount with over 9,000 poles in March 2022. With overtime, an additional 1,538 poles were processed. Ms. Pranata added, the office was achieving the goals or forecasts projected for March 2022 bill of sale. Ms. Pranata continued explaining the spreadsheet and scrolled past February 2022 numbers since they were discussed last month. Ms. Pranata continued and stated the numbers displayed on the screen are from the SCJPC Logs and Member Activity spreadsheet. In March 2022 actual poles received from SCE was 7,018. Poles received from other members were 2,759. With the rest of the numbers processed (see attached page 9 of the packet) the balance is 14,531 poles remaining which matches the Member Activity. If using the same forecast the backlog would be completed by the end of December 2022. Mr. Treepaisan stated that looks good even with the higher influx of poles.

Ms. Pranata stated last month she asked all members to send in the forecast and those numbers are on page 10 of the packet. Members that provided their forecast are noted in red. However, a couple of members did not respond to Ms. Pranata's email; therefore, she used 2021 average poles per month from those nonresponsive members. Ms. Pranata added for Crown Castle she used last year's numbers because Mr. Serrato stated last month, they would be the same as last year, which is 1744. Ms. Pranata stated the office has been seeing about 2,300 poles a month from Crown Castle in 2022 and would like to get a better forecast from them if that is possible. Mr. Carrion stated he would have to circle back with Mr. Serrato on that. Ms. Pranata stated there are also a couple of members with significant differences such as Bear Valley Electric about 400 poles a month and MCI Metro ATS/MCI Telecommunications about 1,000 poles per month comparing to last year. If these numbers are accurate than the total number of poles that all members would send to the SCPC office would be 10,780 poles per month. Based on that forecast Ms. Pranata suggested on hiring an additional person. Mr. Treepaisan stated that makes sense and last month Ms. Mitwasi mentioned SCE

was holding back on submitting some poles too. Ms. Bowie stated that Ms. Mitwasi did hold back on a couple of weeks of sending JPAs. SCE wanted to commit to sending 1,250 JPAs per month but would like to get to a place that SCE could send 1,600 JPAs per month. Ms. Pranata inquired if SCE could provide the number of poles. Ms. Bowie stated it looks like it is based on 5.26 poles per JPA; about 8,400 poles per month that SCE would like to get too. For the 1,250 JPAs, that is near the number Ms. Pranata shows on the spreadsheet of 6,727. Ms. Pranata inquired if the 8,400 poles per month is for year 2023 or 2022. Ms. Bowie stated she thinks it is depending on where SCJPC gets with the backlog. Ms. Bowie added SCE wants to hold back to allow SCJPC time to catch up with the backlog and then at some point SCE will increase the amount sent. Mr. Treepaisan stated maybe the committee should look into getting additional staff. Ms. Pranata stated she does not have a budget for hiring additional staff only a budget for overtime. If the operating committee agrees to hiring additional staff most likely the Administrative Board would need to approve it. Ms. Bowie stated adding additional staff currently should not be a topic right now. Like she previously stated, SCE is holding back. If SCJPC isn't caught up until January 2023, for example, then at that time SCJPC should be at a better position to process more JPAs than currently. Ms. Bowie added that the committee should hold off on hiring additional staff at this time because SCE is going to hold to submitting 1,250 JPAs per month until the backlog is reduced. Mr. Bacon stated for members to keep in mind the time of training it will take to get an additional staff competent and up to par. Ms. Pranata stated other members are submitting more poles as well. Keeping SCE the same amount with no increase, the total amount of poles received from all members was 10,000 a month. An additional 2,000 poles more. Mr. Treepaisan stated last month that SCJPC committed to 8,500 – 9,000 poles processed a month and keeping up with anything beyond that was going to be difficult. With the current estimate of 10,780 the SCJPC office is beyond that threshold. Ms. Pranata stated that is correct. Mr. Bacon thinks at some point things are going to have to slow down. Mr. Bacon's fear is taking on additional personnel and having to let them go if things do slow down. Mr. Treepaisan suggested to monitor the forecast for the next two months and reevaluate in June 2022 and at that point if the trend continues, the committee could discuss adding an additional staff member. Mr. Harmon stated it seems like the demand for broadband and needing infrastructure is only increasing. In the next couple of years, the members should see an increase in trend and work. Regardless of that, it does seem like there is some data that indicates there is going to be additional work that will not be completed. Mr. Harmon inquired has the committee considered opening up a part time position to allow for that training and allow for some extra work to be done. And possibly become a full-time position as the flow indicates. Mr. Harmon stated Ms. Pranata could speak more on this. Ms. Pranata stated SCJPC has not hired a biller right away. SCJPC has always started them at the bottom as Administrative Aide and then moved them up to Biller. It is difficult to train someone new on billing right away, but Ms. Pranata is willing to try. Ms. Pranata added it will take at least two months for the new hire to be independent. Mr. Harmon stated the question he would have would be during those two months, would the investment be worth the reasonable output before this person becomes what Ms. Pranata deems as independent. Ms. Pranata stated it is definitely worth it. Ms. Pranata added based on previous experiences it takes about five months on finding the right person to match the office environment. In the past, new hires would quit or have to be let go. On average, it took the SCJPC office about four or five

persons before finding a match. Mr. Harmon stated, sounds like it wouldn't hurt to start that process now or at least go forward on that process. Ms. Bowie inquired if Ms. Pranata would benefit more with a full-time person or would it be a better business move to go with a part time person. Ms. Pranata stated she would prefer a full-time person. Ms. Bowie stated looking at the forecast there are some members that did not submit their forecasts plus Ms. Pranata stated earlier two new members were interested in membership. There could potentially be much more over 10,000 poles forecasted for years to come. Ms. Bowie stated what is needed as far as personnel should come from Ms. Pranata. Mr. Treepaisan stated it sounds like the conversation is shifting towards hiring someone sooner than later or at least start looking. Ms. Pranata reminded the members she does not have a budget to hire additional staff and would need Administrative Board approval first to move forward. Mr. Treepaisan inquired if this could be moved to Consent and voted on next month. Ms. Pranata stated the Operating Committee could recommend for the SCJPC office to hire another person. Then Ms. Pranata could add to the Discussion Calendar for the next Administrative Board meeting and hopefully it would get voted on as well. Ms. Pranata stated she can start the hiring process officially after the vote. However, Ms. Pranata could start looking at resumes and scheduling interviews between now and the next Administrative Board meeting.

Mr. Treepaisan stated he would like to recommend looking into getting additional staff unless there was objection from any committee member. There was no objection. Ms. Pranata will add the topic to the next Administrative Board agenda. Ms. Pranata stated she goes through an employment agency for about three months and if the person is a match, they would be hired under the SCJPC payroll. Ms. Pranata inquired if members had any objections. There were none.

Members Looking internally to hire for the SCJPC office

Mr. Carrion inquired if there would be an issue or conflict of interest if members looked internally and suggested a person that is familiar with the JPA process or has JPA knowledge for a position at the SCJPC office when open. Ms. Black liked Mr. Carrion's idea and does not see a conflict of interest simply because they are going to be an employee. She then added that Ms. Pranata and Ms. Allen could monitor if any favoritism was happening. Ms. Pranata explained that she usually promotes within first and then hires an Administrative Aide to cover those duties. Ms. Pranata stated ideally, she would like to promote the current Administrative Aide, who has been in training for billing, to Biller Level I and hire a new Administrative Aide.

After some further discussion the members agreed for Ms. Pranata to hire the way she has been hiring, and the members will entertain the idea of members looking internally and recommending an experience person for an open temporary position at the SCJPC office. Mr. Treepaisan will discuss further with Ms. Pranata offline.

Billing Errors/ Questions

- *SCJPC needs further clarification on Section 13.3 – K.Allen*

Ms. Pranata shared JPA NG391918-04-09 that Ms. Allen had a question on. Ms. Allen explained a few meetings ago it was decided on Section 13.3 that only pole length and class needed to match the SCJPC pole record. Any other information on the JPA that was different from the SCJPC pole record would remain the same unless Section

13.3 and note was stated on the JPA. However, the staff would use the grade and space from proposed side of JPA when updating the record. Ms. Allen inquired when a pole record shows a year set on the JPA that is different than the year set on the SCJPC pole record which year set would billers bill by. For example, on the displayed JPA pole 4787921E shows a year set of 2013. On the SCJPC pole record the year set shows as 2014. The pole prices would differ from year 2013 to 2014. Ms. Allen inquired does SCJPC return the JPA since the year set on the JPA does not match the SCJPC record or does the staff ignore the JPA year set, leave as SCJPC pole record and bill by SCJPC pole record year set.

After some discussion, it was agreed, to eliminate a memo being issued, the billers would bill by the SCJPC pole record and notate the SCJPC pole record year set in red on the JPA for all to know what year set was used for billing.

Item 1780: Review of Membership Application Fee – OPERATING (9/15/2021)

- *Mr. Treepaisan proposed: increasing Intellectual Property to \$100,000*
- *Vision Law responded: The committee can increase the Intellectual Property to \$100,000 and other components, must have approval from Admin Board*

Ms. Pranata stated this is on the Consent Calendar for the next Administrative Board meeting. Once it is approved the item can be removed from the agenda.

JPA Training

- *Action item from February 2022: Ms. LaFrenais to explore a list of retired vendors for training purposes.*
- *Action item February 2022: Mr. Treepaisan to research and optimize examples for JPAs.*

Mr. Treepaisan stated Ms. LaFrenais sent an email out and Mr. Treepaisan had some correspondence with some topics of what to cover for training. Mr. Treepaisan suggested to go through the examples in the Routine Handbook which seemed to cover quite the gambit of the knowledge base. Ms. Pranata informed the Operating Committee that Ms. LaFrenais stepped away.

Mr. Treepaisan stated when he first looked into some of the examples, he was thinking with modern technology a real-life demonstration came to mind. However, as he explored further, he realized the amount of work involved to modernized that into a training video may not be worth the time. Mr. Treepaisan solicited some vendors and retirees to see if they were interested in the training and for the most part, none of the retirees were interesting in the training verses working on a part time basis from home. The vendors Mr. Treepaisan solicited if reviewing was something they would like to do.

Mr. Treepaisan will reach out to Ms. LaFrenais and see if she has any specific issues or details. Both items will be tabled until the next Operating meeting.

MISC

There were none.

Review of Action Items:

- Mr. Treepaisan to contact Ms. LaFrenais to see what else she needs for JPA training.

The meeting adjourned at 11:17 a.m. until May 18, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		March 31, 2022			YTD Through March, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	With OT	51,787	48,125.00	3,662	155,360	136,009.84	19,350	12%	621,439
Regular		46,685.00				-	-		
Contract Labor		1,440.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,730.42	109	20,518	19,675.26	842	4%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)		258.00				-	-		
Payroll Taxes		4,143	3,509.32	634	12,429	11,110.39	1,318	11%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	312.83	(84)	688	796.49	(109)	-16%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33		33	100	3.99	96	96%	400
Telecommuting Reimbursement	semi-annual	96	-	96	288	-	288	100%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	4,893.93	544	16,313	13,789.64	2,523	15%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
MONTHLY RECURRING									
Rent		9,612	9,437.19	174	28,835	28,311.57	523	2%	115,340
Alarm System	Quarterly	55	164.97	(110)	165	164.97	0	0%	660
Telephone & Internet		850	512.50	338	2,550	1,493.08	1,057	41%	10,200
Cisco WebEx Plan		69	69.00	-	207	207.00	-	0%	828
Postage & Shipping		25	8.95	16	75	26.85	48	64%	300
Business/Property Insurance	Pro-Rated	167	-	167	500	1,149.76	(650)	-130%	2,000
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	25	-	25	100%	100
NETWORK SYSTEM									

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		March 31, 2022			YTD Through March, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,149.50	67	3,650	3,808.50	(159)	-4%	14,600
FRIEND Support	HYPERLINK	700		700	2,100	800.00	1,300	62%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	3,865	3,491.78	373	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	593	592.50	-	0%	2,370
Computer (repair, maintenance, supplies)		158	-	158	475	107.72	367	77%	1,900
						-			
<u>PRINTING & SUPPLY</u>						-	-		
Office Printing		13	-	13	38	-	38	100%	150
Office Supplies		108	-	108	325	9.53	315	97%	1,300
						-	-		
						-	-		
<u>CONTRACT SERVICES</u>						-	-		
CPA/Auditor		417	-	417	1,250	-	1,250	100%	5,000
Attorney*	FEB & MAR 2022	542	998.00	(456)	1,625	998.00	627	39%	6,500
						-	-		
<u>GENERAL EXPENSE</u>						-	-		
Payroll Service Fees		93	93.00	0	280	279.00	1	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	25	-	25	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	88	(45.00)	133	151%	350
Seminars, professional development, & tuition	ONLINE SEMINAR	117	149.00	(32)	350	224.58	125	36%	1,400
Team Building	QUARTERLY	167	495.46	(329)	500	495.46	5	1%	2,000
Member Retirement plaques		33	-	33	100	-	100	100%	400
Scan & shred document	1 box per year	13	-	13	40	-	40	100%	160
Total Operating Expenses		84,451.25	78,012.57	6,438.68	253,353.75	223,823.97	29,812.84	12%	1,013,415

3

OPERATING EXPENSES		March 31, 2022			YTD Through March, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	338	-	338	100%	1,350
FRIEND modification*		2,813	-	2,813	8,438	-	8,438	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	1,250	-	1,250	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWN SIZED	492	337.26	154	1,475	1,086.78	388	26%	5,900
Hardware Purchase		117	-	117	350	-	350	100%	1,400
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	337.26	3,612.74	11,850.00	1,086.78	10,763.22	91%	47,400
Interest Earned/Misc Income			(0.07)			(0.22)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	78,349.76	10,051.42	265,203.75	148,623.87	116,579.88	44%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
4/7/2022									

Delinquent Accounts
As of 4/13/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Oct '21	November 30, 2021	1/29/2022	\$ 828.39	21195	2/8/2022, 3/8/2022, 4/12/2022	Emailed jtodaro@motiveis.com LACJPA@motiveis.com Check might be lost in the mail	GV	JT	1/11/2022
City of Riverside	Dec '21	January 31, 2022	4/1/2022	\$ 1,470.82	21253	4/12/2022	Emailed to aparra@riversideca.gov	GV	GV	3/8/2022
SPRINT-Nextel Corp	Nov '21	December 31, 2021	3/1/2022	\$ 1,022.63	21223	3/8/2022, 4/12/2022	Emailed to Joshi, Mary K [CB Richard Ellis Contractor for Sprint] <mary.joshi@t-mobile.com>; LLStatements@t-mobile.com <llstatements@t-mobile.com>	GV	GV	2/8/2022
SPRINT-Nextel Corp	Dec '21	January 31, 2022	4/1/2022	\$ 1,054.19	21254	4/12/2022	Emailed to Joshi, Mary K [CB Richard Ellis Contractor for Sprint] <mary.joshi@t-mobile.com>; LLStatements@t-mobile.com <llstatements@t-mobile.com>	GV	GV	3/8/2022
Teleport Comm. America, LLC-TCA	Dec '21	January 31, 2022	4/1/2022	\$ 1,372.46	21244	4/12/2022	Emailed to TCAJPA@motiveis.com & jcmckinney@att.com	GV	GV	3/8/2022
T-Mobile, USA (PBM)	Dec '21	January 31, 2022	4/1/2022	\$ 1,046.26	21261	4/12/2022	Emailed to shenderson@synergy.cc	GV	GV	3/8/2022

TOTAL **\$ 6,794.75** Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
APR 2021 - MAR 2022

		MBR CODE	2021 APR	2021 MAY	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1	1	1		1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1	1	1		1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1	1	1		1	1	1	11	100%	M	11
4	AT&T Mobility	LAC	1	1	1	1	1	1	1	1		1	1	1	11	100%	LAC	11
5	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1	1		1	1	1	11	100%	NG	11
6	AT&T California	H / T	1	1	1	1	1	1	1	1		1	1	1	11	100%	H / T	11
7	Golden State Water	SCW	1	1	1	1	1	1	1	1		1	1	1	11	100%	SCW	11
8	Time-Warner	TWC	1	1	1	1	1	1	1	1		1	1	1	11	100%	TWC	11
9	City of Azusa	MA	1	1	1	1	1	1	1	1		1	1	1	11	100%	MA	11
10	City of Burbank	B	1	1	1	1	1	1	1	1		1	1	1	11	100%	B	11
11	City of Glendale	A	1	1	1	1	1	1	1	1		1	1	1	11	100%	A	11
12	City of Vernon	V	1	1	1	1	1	1	1	1		1	1	1	11	100%	V	11
13	City of Banning	COB	1	1	1	1	1	1	1	1		1	1	1	11	100%	COB	11
14	T-Mobile, USA	PBM	1	1	1	1	1	1	1	1		1	1	1	11	100%	PBM	11
15	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1		1	1	1	11	100%	AMT	11
16	XO Communications	NXT	1	1	1	1	1	1	1	1		1	1	1	11	100%	NXT	11
17	MCI/Metro	ATS	1	1	1	1	1	1	1	1		1	1	1	11	100%	ATS	11
18	MCI Communications	MCI	1	1	1	1	1	1	1	1		1	1	1	11	100%	MCI	11
19	Mpower/TelePacific	ICG	1	1	1	1	1	1	1	1		1	1	1	11	100%	ICG	11
20	Sonic Telecom, LLC	STL												1	1	100%	STL	1
21	Verizon Wireless	ATC	1	1	1	1	1	1	1	1		0	1	1	10	91%	ATC	11
22	City of Riverside	J	1	1	1	1	1	0	1	1		1	1	1	10	91%	J	11
23	Teleport Comm America	TCA	1	1	0	1	1	1	1	1		1	1	1	10	91%	TCA	11
24	Sprint Communications	FON	1	1	0	1	1	1	1	1		1	1	1	10	91%	FON	11
25	Sprint-Nextel	SPR	1	1	0	1	1	1	1	1		1	1	1	10	91%	SPR	11
26	City of Lompoc	LLW	1	1	1	1	1	1	0	1		1	1	1	10	91%	LLW	11
27	ExteNet Systems	EXT	1	0	1	1	1	1	1	1		1	1	1	10	91%	EXT	11
28	Mobilitie LLC	MOB	0	1	1	1	1	1	1	1		1	1	1	10	91%	MOB	11
29	City of Colton	F	1	1	1	0	0	1	1	1		1	1	1	9	90%	F	10
30	City of Pasadena	MP	1	0	1	1	1	0	1	1		1	1	1	9	82%	MP	11
31	City of Anaheim	D	1	1	0	1	1	1	1	1		1	0	1	9	82%	D	11
Total			29	28	26	29	29	28	29	30	0	29	29	31				

Member	BVE	E	EXT	FTR	H/T	LAC	M	MCI	NG	SPR	TWC	Totals	YTD
Joint JPAs Billed	28	426		9	2				36			501	1232
% of Joint JPAs Billed	0.056	0.850	0.000	0.018	0.004	0.000	0.000	0.000	0.072	0.000	0.000	1.00	
Joint JPAs Returned	73	182		19		1	1		26			302	809
Total Joint JPAs Processed	101	608	0	28	2	1	1	0	62	0	0	803	
Section 18.1F JPAs included in above				28			1					29	
Multi JPAs Billed		96		3	1				101			201	438
% of Multi JPAs Billed	0.000	0.478	0.000	0.015	0.005	0.000	0.000	0.000	0.502	0.000	0.000	1.00	
Multi JPAs Returned		99	5	2	3			11	234	3	8	365	1206
Total Multi JPAs Processed	0	195	5	5	4	0	0	11	335	3	8	566	1644
Section 18.1F JPAs included in above				5				3	74		2	84	
Total # JPAs Billed	28	522	0	12	3	0	0	0	137	0	0	702	1670
% of JPAs Billed	0.040	0.744	0.000	0.017	0.004	0.000	0.000	0.000	0.195	0.000	0.000	1.00	
# of JPAs Returned												667	
Total JPAs Processed	101	803	5	33	6	1	1	11	397	3	8	1369	3685
% of JPAs Billed												51.28%	
% of JPAs returned												48.72%	
Member	BVE	E	EXT	FTR	H/T	LAC	M	MCI	NG	SPR	TWC	Totals	
Poles Billed (Joint JPAs)	82	2049		16	5				77			2229	5152
Poles Returned (joint)	308	1706		202		1	2		79			2298	6421
Poles Billed (Multi JPAs)		580		16	2				433			1031	2488
Poles Returned (multi)		940	92	3	14			146	2587	6	48	3836	12496
Total # Poles Billed (Joint & Multi combined)	82	2629	0	32	7	0	0	0	510	0	0	3260	7640
% of Total Poles Billed (Joint & Multi combined)	0.025	0.806	0.000	0.010	0.002	0.000	0.000	0.000	0.156	0.000	0.000	1.00	
# of Poles Returned												6134	18917
Total Poles Processed	390	5275	92	237	21	1	2	146	3176	6	48	9394	26557
% of Poles Billed												34.70%	
% of Poles returned												65.30%	
RETURN RATE # OF JPAS	72%	35%	100%	64%	50%	100%	100%	100%	65%	100%	100%		
RETURN RATE # OF POLES	79%	50%	100%	86%	67%	100%	100%	100%	84%	100%	100%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

		Edison JPA and pole count above (Billed) includes Steel Stubbed JPAs		
SCE HELD OVERS (include E & E submitted 18.1F JPAs)		Actual JPAs/poles received from 2/2/2022-3/4/2022 (March Bill of Sale):		
HELD OVER JPAS	2949		JPAS	POLES
HELD OVER POLES	14531	(updated 4/19) SCE	1442	7018
		OTHER MEMBERS	453	2759

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	BILLED MULTI	RETURNED MULTI	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	1062	1412	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	1329	1320	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	1185	1667	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	1393	1579	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	1076	1129	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	966	1938	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	459	1581	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	942	1287	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	1048	2533	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	122	1863	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	1068	2016	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	571	1403	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	258	1210	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	201	2007	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	188	3377	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	134	2148	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	352	2692	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	486	2238	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	487	2330	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	282	1086	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	502	3495	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	958	2480	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	704	3238	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	847	3363	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	692	3257	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	808	6109	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	394	5890	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	1018	4049	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	559	4688	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	734	3523	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	1277	3933	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	841	4188	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	616	4472	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	1031	3836	9394	52%	65%	3260	702	ELECTRONIC

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) 9462.33 (12 months)

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
		0			0				#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	793	745	1538	162	73	235	106						

Average poles/hour goal: 12.10

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- 1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).

FORECAST UPDATED BASED ON ACTUAL DATA MAR 2022 B/S (updated 4/19/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)

B/S 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles

SCJPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast	Processed poles forecast monthly Assuming SCJPC WILL work overtime 126.98 hours per month
	8542.24	1536.46	10,078.70	

SCJPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	Actual pole processed
	9394	1538	10,932.00	B/S 3/22	

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCJPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Apr-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		12,994.54	Poles	
May-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
May-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		11,458.08	Poles	
Jun-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jun-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		9,921.62	Poles	
Jul-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jul-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		8,385.16	Poles	
Aug-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Aug-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		6,848.70	Poles	
Sep-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Sep-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		5,312.24	Poles	
Oct-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Oct-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		3,775.78	Poles	
Nov-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Nov-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		2,239.32	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		702.86	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(9,245.10)		Poles	Forecast
	Balance (backlog is included)		-	Poles	

2022 FORECAST FROM ALL MEMBERS

Code	Company Name	MONTHLY FORECAST # OF JPAS	MONTHLY FORECAST # OF POLES	YEARLY FORECAST # OF JPAS	YEARLY FORECAST # OF POLES	Notes	2021 poles/month
A	City of Glendale		31.67		380		63.58
AMT	ATC-Outdoor DAS, LLC	0	0.00	0	0		0
ATC	Verizon Wireless		15.42			Will send Q3 & Q4 numbers	15.42
ATS	MCI Metro/ATS					See MCI below	66.25
B	City of Burbank	2.083333	11.25	25	135		28.25
BVE	Bear Valley Electric, Inc	132	552.00	1584	6624		139.33
COB	City of Banning		0.17			No response - used 2021	0.17
D	City of Anaheim		12.50		150	late 2022	0
E	So. Calif. Edison Co.	1279	6727.54			Based on 5.26 poles/JPA	6204.08
EXT	ExteNet Systems, Inc.	12	256.00	144	3072	At the most 10-12 JPAs/mo	293.67
F	City of Colton		0.17			No response - used 2021	0.17
FON	Sprint Comm, L.P.	0	0.00	0	0		0
FTR	Frontier Communications		62.00		744		62
H / T	AT&T California	40	120.00	480	1440		236.08
ICG	Mpower Communications	0	0.00	0	0		0
J	City of Riverside		0.00			No response - used 2021	0
LAC	AT&T Mobility	15.16667	15.17	182	182	From Philip Brown	19.75
LLW	City of Lompoc	0.333333	3.33	4	40		2.33
M	City of Los Angeles		54.50			No response - used 2021	54.5
MA	City of Azusa		0.00		20?		0
MCI	MCI Telecommunications	75	1125.00	900	13500	From Katy White	91.42
MOB	Mobilitie, LLC		0.00			No response - used 2021	0
MP	City of Pasadena	0	0.00	0	0		5.42
NG	Crown Castle NG West Inc.		1744.00		20928		1743.67
NXT	XO Communications	0	0.00	0	0		30.42
PBM	T-Mobile USA, Inc.		0.00			No response - used 2021	0
SPR	Sprint Nextel Corporation	0	0.00	0	0		0.58
STL	Sonic Telecom, LLC.		0.00			No response - used 2021	0
TCA	Teleport Communications America, LLC	0	0.00	0	0		9.25
TWC	Time Warner Cable	10	30.00	120	360		21.08
V	City of Vernon		20.00		240		42
TOTAL FORECAST			10,780.72		47,795.00		9129.42

poles per month

poles per year

Difference 2022-2021

1,651.30

poles per month

PAGE NO. 1

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 11/30/2021

Date Sent 6/19/2017

Confirming Agreement _____

In Field _____

By Telephone _____

Date MAR 01 2022

Completed _____

No. of Pages 1

J.P. Auth No NG391918-04-09

COSTS and BILLING DATA

BILLING CODES

1. PLACED CURRENT YEAR

2. PLACED PRIOR YEAR

3. UNAUTHORIZED ATTACHMENT

4. SALVAGE VALUE

5. AUTHORIZED COSTS

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA	BILL NO.													
E	J WIGGINS	SOUTH BAY	M. WAZEWSKI	TORRANCE	700198, 408617446														
FTR	Laura Cesmat	REDONDO BEACH	18.1d																
NG	Natalie Fernandez	PV 1-10 (Palos Verdes)	JOE SERRATO	SANTA CLARA	VZW 6432-1742 / PROJECT # 391918														
FUTHER CLARIFICATION ON SECTION 13.3						AMOUNT DUE													
POLE NO.	Pole Length	Year Set	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	UTILITY		ACCOUNTING DIRECTIONS:			
			Class	E	FTR	NG								TOTAL AMT	TOTAL AMT				
														AMOUNT	AMOUNT				
				4KV				4KV	C	C		NG to purchase sec 4.0 & pl arm sec 3.0, Record Corr sec 13.3	1						
4787921E	45	13	FT / CL4	39 - 10	23 - 5			39 - 8 24 - 1	23 - 5	25 - 1		PALOS VERDES DR W A/W 304' S/O DALTON RD - Palos Verdes Estates	2						
RECORD: Year Set: 2014												TN 24	3						
		ARM								ALL	164a	NG to place arm SW/S/O pole & attach @ B.O.P.	4						
DOES SCJPC RETURN SINCE YEAR SET DOES NOT MATCH RECORD												Verified in field Community Correction	5						
OR IGNORE AND LEAVE AS RECORD AND BILL BY RECORD YEAR SET?													6						
				4KV				4KV				NG to purchase sec 4.3a & pl grd arm sec 19.2, Record Corr sec 13.3	7						
4431503E	45	04	FT / CL4	39 - 10	23 - 5			39 - 10	23 - 5	24 - 1		PALOS VERDES DR W A/W 986' N/O YARMOUTH RD - Palos Verdes Estates	8						
										ALL	161a	NG to place Guard arm - no cost	9						
												Verified in field Community Correction	10						
												SECTION 13.3 CLARIFICATION ONLY QUESTION	11						
												RETURN JPAS WHERE YEAR SET OR POLE CLASS IS DIFFERENT FROM RECORD.	12						
													13						
													COL TOT						

POLE LEGEND:

P = PULL (Item 5A)

PB = PULL BUTT

T = TRANSPORT (Item 5B)

S = SALVAGE

D = DISPOSE (Item 5D)

TN = TENANT

L = LOWER TOP(Item 5E)

C(XX) = FOOTAGE CUT

SCZ = SAFETY CLEARANCE ZONE

ANCHOR/ARM LEGEND:

AR = ANCHOR/ARM REMOVED

AT = ANCHOR/ARM TRANSFERRED

Show quantity of Items to be billed in the Column of Party to be Paid.

GEOGRAPHICAL LOCATION

Palos Verdes Estates

FORM 48 SENT 10/7/2021

PAGE TOTAL _____

Southern California Joint Pole Committee

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

May 18, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:10 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Troy Stanard	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica C Romero	AT&T California
Mr. Earl Carrion	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Jim Todaro	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguilar	City of Colton
Mr. Richard Soriano	City of Banning
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Mr. Renzo Garzon	Mobilitie, LLC
Mr. Kenneth Haley Jr.	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff

Ms. Kathleen Allen

Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:10 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 the review of the **April 2022 Operating expense sheet**. Mr. Treepaisan stated the SCJPC office is running under budget. There were no further questions or comments.

The third agenda item is the **Accounts Receivable**. Ms. Pranata reported for Invoice Month October 2021 there was a lost check in the mail and a new check has been sent. Ms. Pranata is waiting for that check to arrive. Mr. Treepaisan inquired about the 60 Days past due column dated May 30, 2022. Ms. Pranata explained for those members in the 60 Days past due column will be officially 60 days past due May 30, 2022 and an email will be sent to those members notifying them of their delinquency.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen reported she had a staff meeting on April 29, 2022. Discussed was Section 13.3 and Section 4.X with year set different on JPA to SCJPC pole record. Ms. Allen informed the staff per the last Operating Committee Meeting April 20, 2022 if the year set on a pole does not match the year set on SCJPC pole record Billers are to bill by year set on SCJPC pole record and list the SCJPC pole record's year set in red on the JPA in line with the pole information under Accounting Directions. Also discussed, Authorized Costs Items 20-109 should be shown on JPAs as full cost. ES (Engineered Steel) poles were discussed. ES poles do not have class and Billers are not to return the JPA requesting class. Ms. Allen went over a JPA with the staff where an incoming member purchases interest at 4.0. However, the SCZ showed a four-foot clearance. The grade and space clearly showed that the incoming member was NOT in the SCZ, and the base owner was. Billers are to bill the pole under Section 4.0 and not return requesting a Section 4.3.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Ms. Pranata) if other members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for April 2022 bill of sale the office processed 9,319 poles, and the return rate was 57.98% which has decreased from previous months. SCE submitted 8,176 poles and other members submitted 2,864 poles. The held over poles were 13,318.

Ms. Pranata displayed the *Productivity without Overtime* table and explained this is the same numbers from the Member Activity. However, this sheet shows the last 12

months.

The next sheet Ms. Pranata displayed was the *SCJPC – OVERTIME Monthly update*. Ms. Pranata explained the staff worked an additional 226 hours and processed 2,924 poles. The percentage of billable rate is high which is great because many of the JPAs were finalized and not returned.

There were no questions or comments.

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

SCJPC Office update:

- *Original forecast from early March: 1624 JPAs per month or 8542.24 poles per month (1279 JPAs from SCE, 345 JPAs from other members).*
- *Friend Pro and moving servers*

Ms. Pranata displayed the *FORECAST UPDATED BASED ON ACTUAL DATA APR 2022 B/S*. Ms. Pranata reported the original forecast of the number of poles members would send to the SCJPC was 8,542 poles per month. The actual number of poles sent to SCJPC for April 2022 bill of sale was 11,040 poles. The forecast shows that SCJPC would process about 10,000 poles per month including overtime. The actual poles processed for April 2022 bill of sale was 12,243. Ms. Pranata scrolled to a part of the forecast that showed in detail the poles processed during regular time and overtime. The balance of 13,318 poles should match the Member Activity.

Mr. Treepaisan stated the sheets look good and he likes the trend. The numbers are going down and the efficiency and productivity is going up. The sheets show an influx in poles; however, the backlog numbers are decreasing.

Ms. Pranata stated last month the forecast was discussed. She updated the *2022 FORECAST FROM ALL MEMBERS*, which was displayed on the screen. Ms. Pranata received an update from Crown Castle and their forecast is about 2,000 poles a month. The current forecast total shows over 11,000 poles a month. Ms. Pranata inquired if Edison would like Ms. Pranata to change their forecast to 8,000 poles per month since in March 2022 Edison submitted 7,100 poles and in April 2022 Edison submitted 8,100 poles. Ms. Pranata added she just wants to make sure the forecast is as accurate as possible moving forward. Ms. Mitwasi explained that Edison has been managing to the JPA count and not the pole count. The commitment was 1,250 JPAs a month. Ms. Mitwasi continued to explain that Edison has been holding back on submitted JPAs to allow SCJPC to get through the backlog. However, Edison has about 3,300 JPAs, about 16,000 poles, ready to be submitted to SCJPC. Since Edison is doing an effort in backlog cleaning, Edison would like to submit the 3,300 JPAs to SCJPC and have it tied into SCJPC's current backlog. Then on a monthly basis would be 1,800 JPAs, about 9,000 poles, a month on the regular basis moving forward. Ms. Pranata inquired if she could show Edison at 9,000 poles a month and not count the JPAs. Ms. Pranata then explained for productivity and the forecast SCJPC has been using pole count. Ms. Mitwasi stated that was fine. Ms. Mitwasi clarified if Edison is to submit their remaining backlog and SCJPC could count that in their count. Ms. Pranata stated that would be a good idea. However, that decision would be up to the other members because there would be more work for them as well. Ms. Mitwasi clarified what she is saying is to count Edison's backlog in SCJPC's backlog total and burn through it now.

Edison has been holding back to allow SCJPC some breathing room. But if this is being calculated and additional staff needed then Ms. Pranata could see it in its totality. And then the throughput could be managed on real time. Mr. Treepaisan stated that paints an accurate picture of what the committee has to deal with and tackle. Mr. Treepaisan added he is good with it. Ms. Mitwasi stated that she will work with Ms. DeBarge and send Ms. Pranata a timeline of what they will be sending over. Ms. Pranata stated she will update the forecast.

Ms. Pranata reported in the month of May SCJPC is moving files from the San Dimas local server to a Cloud sever. Most of the time it was up and running but they did have some challenges such as connection problems. However, IT fixed those problems.

SCJPC is in the process of testing Friend Pro. Friend Pro has been installed on the Cloud sever and should be accessible from anywhere. The staff does not need to access it though a desktop at the office. Ms. Pranata emailed Mr. Bacon and Mr. Treepaisan that in the month of May and June the productivity may be lower because the staff has to test Friend Pro. Ms. Pranata added it has been a long journey and just wants to finish it as soon as possible. Ms. Pranata stated that Hyperlink had some challenges with the Azure Cloud server because Hyperlink did not set it up. Hyperlink and CBE IT had some miscommunications and connection problems because the server was setup by CBE IT. Ms. Pranata stated all has been resolved recently.

Billing Errors/Questions

- *SCJPC needs further clarification on Section 13.3 – K.Allen*

Ms. Pranata shared JPA E6035-407288640 that Ms. Allen had a question on. Ms. Allen explained she is unsure how to bill a TEMP ATTACHMENT under Section 7.11. The JPA states that FTR needs to purchase interest. Ms. Allen inquired if this was the correct section used and if she could get some guidance on billing.

Ms. Mitwasi asked Ms. Allen to reach out to Ms. DeBarge on this JPA. Ms. Allen stated she would.

MS. Black inquired clarification of the TEMP ATTACHMENT. Mr. Treepaisan and Ms. Mitwasi both stated they would need to look into this and follow up with Ms. Black later.

There were no further questions or concerns.

Item 1780: Review of Membership Application Fee – OPERATING (9/15/2021)

- *Mr. Treepaisan proposed: increasing Intellectual Property to \$100,000*
- *Vision Law responded: The committee can increase the Intellectual Property to \$100,000 and other components, must have approval from Admin Board*

Ms. Pranata stated this was approved at the last Administrative Board meeting and could be removed from the agenda.

JPA Training

- *Action item from February 2022: Ms. LaFrenais to explore a list of retired*

- vendors for training purposes.*
- *Action item February 2022: Mr. Treepaisan to research and optimize examples for JPAs.*

Mr. Treepaisan stated this was tabled from last month since Ms. LaFrenais was not on the call. Mr. Treepaisan stated Ms. LaFrenais emailed him the previous month and inquired about training topics. Mr. Treepaisan suggested to go through the examples in the Routine Handbook which covered a lot. Mr. Treepaisan stated he did solicit a couple of the vendors and asked them if they were interested in providing training to Bear Valley Electric. Mr. Treepaisan has not gotten a response. The retirees that Mr. Treepaisan contacted were not so much interested in providing training as much as they were interested in providing services working from home. Mr. Treepaisan stated he had an action item to reach out to Ms. LaFrenais which he neglected to do. Mr. Treepaisan added he tried doing all he could. Mr. Treepaisan then inquired if Ms. LaFrenais had any specific topics she wanted to discuss. Ms. LaFrenais stated no, and she stated the next step was for her to reach out to all members and see if they have retired employees that may be interested in putting together a training program. Ms. LaFrenais inquired if members have any potential people that have retired from JPA positions within their companies that might be interested. Mr. Bacon stated he did contact two retirees with over 60 years of experience between the both of them and they were not interested. Mr. Bacon has a couple more retirees that he will contact and see if they are interested. Mr. Treepaisan suggested for Ms. LaFrenais to follow up with an email to the other committee members as a brief reminder. Mr. Carrion stated he did make a proposal to Crown Castle to create a series of videos. Mr. Carrion is unsure if that is something the committee would want to entertain. Mr. Carrion stated he was willing to discuss with Ms. LaFrenais offline to see what other ideas they can produce. Ms. LaFrenais thanked Mr. Carrion. Mr. Treepaisan stated if Mr. Carrion has training videos to share and the other committee members are okay Mr. Treepaisan is open to them. Mr. Treepaisan added he likes videos and explained that is where he was going with modernizing some of the stuff. It just seems like too big of an effort for someone to tackle alone. Mr. Bacon inquired if these training videos can be posted on the SCJPC website and a JPA Alert added. Mr. Carrion stated currently the training videos are still in a proposal phase and it is something new he would like to see through. There are a few logistics that he needs to work through because he imagines it would be produced on Crown Castle's time. Mr. Carrion added he is unsure if there would be a question on intellectual property and being able to share. Mr. Carrion stated he is a very big proponent for sharing information. If there are any developments and what he might be able to share and distribute Mr. Carrion will be sure to announce to the members.

MISC

There were none.

Review of Action Items:

- SCE to send their backlog to SCJPC

The meeting adjourned at 10:38 a.m. until June 15, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		April 30, 2022			YTD Through April, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	With OT	51,787	51,677.85	109	207,146	187,687.69	19,459	9%	621,439
Regular		50,465.85				-	-		
Contract Labor		1,212.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,472.42	367	27,357	26,147.68	1,209	4%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)						-	-		
Payroll Taxes		4,143	3,752.50	390	16,572	14,862.89	1,709	10%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	917	1,038.32	(122)	-13%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33		33	133	3.99	129	97%	400
Telecommuting Reimbursement	semi-annual	96	-	96	384	-	384	100%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	5,298.91	139	21,750	19,088.55	2,662	12%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
MONTHLY RECURRING									
Rent		9,612	9,437.19	174	38,447	37,748.76	698	2%	115,340
Alarm System	Quarterly	55		55	220	164.97	55	25%	660
Telephone & Internet		850	512.12	338	3,400	2,005.20	1,395	41%	10,200
Cisco WebEx Online Meeting		69	69.00	-	276	276.00	-	0%	828
Postage & Shipping		25	8.95	16	100	35.80	64	64%	300
Business/Property Insurance	Pro-Rated	167	-	167	667	1,149.76	(483)	-72%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	33	-	33	100%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		April 30, 2022			YTD Through April, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM						-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,192.00	25	4,867	5,000.50	(134)	-3%	14,600
FRIEND Support	HYPERLINK MAR & APR 2022	700	800.00	(100)	2,800	1,600.00	1,200	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	5,153	4,657.78	496	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	790	790.00	-	0%	2,370
Computer (repair, maintenance, supplies)		158	-	158	633	107.72	526	83%	1,900
						-			
PRINTING & SUPPLY						-	-		
Office Printing		13	-	13	50	-	50	100%	150
Office Supplies		108	-	108	433	9.53	424	98%	1,300
						-	-		
						-	-		
CONTRACT SERVICES						-	-		
CPA/Auditor		417	-	417	1,667	-	1,667	100%	5,000
Attorney*	Apr-22	542	499.00	43	2,167	1,497.00	670	31%	6,500
						-	-		
GENERAL EXPENSE						-	-		
Payroll Service Fees		93	93.00	0	373	372.00	1	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	33	-	33	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	117	(45.00)	162	139%	350
Seminars, professional development, & tuition		117		117	467	224.58	242	52%	1,400
Team Building	QUARTERLY	167		167	667	495.46	171	26%	2,000
Member Retirement plaques		33	-	33	133	-	133	100%	400
Scan & shred document	1 box per year	13	-	13	53	-	53	100%	160
Total Operating Expenses		84,451.25	81,418.27	3,032.98	337,805.00	305,242.24	32,832.49	10%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		April 30, 2022			YTD Through April, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	450	-	450	100%	1,350
FRIEND modification*		2,813	-	2,813	11,250	-	11,250	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	1,667	-	1,667	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	1,967	1,424.04	543	28%	5,900
Hardware Purchase		117	-	117	467	-	467	100%	1,400
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	337.26	3,612.74	15,800.00	1,424.04	14,375.96	91%	47,400
Interest Earned/Misc Income			(0.07)			(0.29)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	81,755.46	6,645.72	353,605.00	230,379.33	123,225.67	35%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
5/5/2022									

Delinquent Accounts
As of 5/11/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Oct '21	November 30, 2021	1/29/2022	\$ 828.39	21195	2/8/2022, 3/8/2022, 4/12/2022	Emailed jtodaro@motiveis.com LACJPA@motiveis.com Old check lost in the mail. New check sent.	GV	JT	1/11/2022
AT&T Mobility	Feb '22	March 31, 2022	5/30/2022	\$ 805.02	21319				JT	5/10/2022
City of Vernon	Feb '22	March 31, 2022	5/30/2022	\$ 743.93	21332				JT	5/10/2022
MCI Metro/ATS	Feb '22	March 31, 2022	5/30/2022	\$ 901.94	21320				JT	5/10/2022
MCI Telecomm	Feb '22	March 31, 2022	5/30/2022	\$ 746.36	21321				JT	5/10/2022
SPRINT Comm	Feb '22	March 31, 2022	5/30/2022	\$ 705.65	21331				JT	5/10/2022
SPRINT-Nextel Corp	Nov '21	December 31, 2021	3/1/2022	\$ 1,022.63	21223	3/8/2022, 4/12/2022	Emailed to Joshi, Mary K [CB Richard Ellis Contractor for Sprint] <mary.joshi@t-mobile.com>; LLStatements@t-mobile.com <llstatements@t-mobile.com>	GV	GV	2/8/2022
SPRINT-Nextel Corp	Dec '21	January 31, 2022	4/1/2022	\$ 1,054.19	21254	4/12/2022	Emailed to Joshi, Mary K [CB Richard Ellis Contractor for Sprint] <mary.joshi@t-mobile.com>; LLStatements@t-mobile.com <llstatements@t-mobile.com>	GV	GV	3/8/2022
SPRINT-Nextel Corp	Feb '22	March 31, 2022	5/30/2022	\$ 733.76	21316				JT	5/10/2022
TIME WARNER-TWS	Feb '22	March 31, 2022	5/30/2022	\$ 404.69	21327				JT	5/10/2022
TIME WARNER-TWN	Feb '22	March 31, 2022	5/30/2022	\$ 470.61	21328				JT	5/10/2022
Teleport Comm. America, LLC-TCA	Dec '21	January 31, 2022	4/1/2022	\$ 1,372.46	21244	4/12/2022	Emailed to TCAJPA@motiveis.com & jcmckinney@att.com	GV	GV	3/8/2022
Teleport Comm. America, LLC-TCA	Feb '22	March 31, 2022	5/30/2022	\$ 966.88	21306				JT	5/10/2022
T-Mobile USA, INC	Feb '22	March 31, 2022	5/30/2022	\$ 727.94	21323				JT	5/10/2022
Verizon Wireless	Feb '22	March 31, 2022	5/30/2022	\$ 1,123.38	21305				JT	5/10/2022
XO Comm	Feb '22	March 31, 2022	5/30/2022	\$ 772.05	21326				JT	5/10/2022

TOTAL **\$ 13,379.88** Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
MAY 2021 - APR 2022

		MBR CODE	2021 MAY	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1	1		1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1	1		1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1	1		1	1	1	1	11	100%	M	11
4	AT&T Mobility	LAC	1	1	1	1	1	1	1		1	1	1	1	11	100%	LAC	11
5	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1		1	1	1	1	11	100%	NG	11
6	AT&T California	H / T	1	1	1	1	1	1	1		1	1	1	1	11	100%	H / T	11
7	Golden State Water	SCW	1	1	1	1	1	1	1		1	1	1	1	11	100%	SCW	11
8	Time-Warner	TWC	1	1	1	1	1	1	1		1	1	1	1	11	100%	TWC	11
9	City of Azusa	MA	1	1	1	1	1	1	1		1	1	1	1	11	100%	MA	11
10	City of Burbank	B	1	1	1	1	1	1	1		1	1	1	1	11	100%	B	11
11	City of Glendale	A	1	1	1	1	1	1	1		1	1	1	1	11	100%	A	11
12	City of Vernon	V	1	1	1	1	1	1	1		1	1	1	1	11	100%	V	11
13	City of Banning	COB	1	1	1	1	1	1	1		1	1	1	1	11	100%	COB	11
14	T-Mobile, USA	PBM	1	1	1	1	1	1	1		1	1	1	1	11	100%	PBM	11
15	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1		1	1	1	1	11	100%	AMT	11
16	XO Communications	NXT	1	1	1	1	1	1	1		1	1	1	1	11	100%	NXT	11
17	MCI/Metro	ATS	1	1	1	1	1	1	1		1	1	1	1	11	100%	ATS	11
18	MCI Communications	MCI	1	1	1	1	1	1	1		1	1	1	1	11	100%	MCI	11
19	Mpower/TelePacific	ICG	1	1	1	1	1	1	1		1	1	1	1	11	100%	ICG	11
20	Mobilitie LLC	MOB	1	1	1	1	1	1	1		1	1	1	1	11	100%	MOB	11
21	Sonic Telecom, LLC	STL											1	1	2	100%	STL	2
22	Verizon Wireless	ATC	1	1	1	1	1	1	1		0	1	1	1	10	91%	ATC	11
23	City of Riverside	J	1	1	1	1	0	1	1		1	1	1	1	10	91%	J	11
24	Teleport Comm America	TCA	1	0	1	1	1	1	1		1	1	1	1	10	91%	TCA	11
25	Sprint Communications	FON	1	0	1	1	1	1	1		1	1	1	1	10	91%	FON	11
26	Sprint-Nextel	SPR	1	0	1	1	1	1	1		1	1	1	1	10	91%	SPR	11
27	City of Lompoc	LLW	1	1	1	1	1	0	1		1	1	1	1	10	91%	LLW	11
28	ExteNet Systems	EXT	0	1	1	1	1	1	1		1	1	1	1	10	91%	EXT	11
29	City of Colton	F	1	1	0	0	1	1	1		1	1	1	1	9	90%	F	10
30	City of Anaheim	D	1	0	1	1	1	1	1		1	0	1	1	9	82%	D	11
31	City of Pasadena	MP	0	1	1	1	0	1	1		1	1	1	0	8	73%	MP	11
Total			28	26	29	29	28	29	30	0	29	29	31	30				

Member	ATC	ATS	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	NG	NXT	TWC	Totals	YTD
Joint JPAs Billed			19	702				3		26		14		1	765	1997
% of Joint JPAs Billed	0.000	0.000	0.025	0.918	0.000	0.000	0.000	0.004	0.000	0.034	0.000	0.018	0.000	0.001	1.00	
Joint JPAs Returned			21	206	3		2	3		117		10		4	366	1175
Total Joint JPAs Processed	0	0	40	908	3	0	2	6	0	143	0	24	0	5	1131	
Section 18.1F JPAs included in above							2	2		2					6	
Multi JPAs Billed	1			200						5	2	70		2	280	718
% of Multi JPAs Billed	0.004	0.000	0.000	0.714	0.000	0.000	0.000	0.000	0.000	0.018	0.007	0.250	0.000	0.007	1.00	
Multi JPAs Returned	2	6		138	4	1	4	15	2	46	5	114	3	8	348	1554
Total Multi JPAs Processed	3	6	0	338	4	1	4	15	2	51	7	184	3	10	628	2272
Section 18.1F JPAs included in above	2	2		3		1	4	13		2	1	2	3	1	34	
Total # JPAs Billed	1	0	19	902	0	0	0	3	0	31	2	84	0	3	1045	2715
% of JPAs Billed	0.001	0.000	0.018	0.863	0.000	0.000	0.000	0.003	0.000	0.030	0.002	0.080	0.000	0.003	1.00	
# of JPAs Returned															714	
Total JPAs Processed	3	6	40	1246	7	1	6	21	2	194	7	208	3	15	1759	5444
% of JPAs Billed															59.41%	
% of JPAs returned															40.59%	
Member	ATC	ATS	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	NG	NXT	TWC	Totals	
Poles Billed (Joint JPAs)			175	2387				10		56		29		1	2658	7810
Poles Returned (joint)			395	1562	37		41	14		517		13		7	2586	9007
Poles Billed (Multi JPAs)	1			1016						27	3	208		3	1258	3746
Poles Returned (multi)	20	101		1081	21	2	78	168	4	241	106	920	34	41	2817	15313
Total # Poles Billed (Joint & Multi combined)	1	0	175	3403	0	0	0	10	0	83	3	237	0	4	3916	11556
% of Total Poles Billed (Joint & Multi combined)	0.000	0.000	0.045	0.869	0.000	0.000	0.000	0.003	0.000	0.021	0.001	0.061	0.000	0.001	1.00	
# of Poles Returned															5403	24320
Total Poles Processed	21	101	570	6046	58	2	119	192	4	841	109	1170	34	52	9319	35876
% of Poles Billed															42.02%	
% of Poles returned															57.98%	
RETURN RATE # OF JPAS	67%	100%	53%	28%	100%	100%	100%	86%	100%	84%	71%	60%	100%	80%		
RETURN RATE # OF POLES	95%	100%	69%	44%	100%	100%	100%	95%	100%	90%	97%	80%	100%	92%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	2128
HELD OVER POLES	13318

Actual JPAs/poles received from 3/7/2022 - 4/5/2022 (April Bill of Sale):		
	JPAS	POLES
SCE	1242	8176
OTHER MEMBERS	476	2864

	JPAS	POLES
SCE CALL BACKS	5	10

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
15	65
6337	18985

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
632	794
2035	2828
775	1010
2924	4462

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	BILLED MULTI	RETURNED MULTI	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	1062	1412	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	1329	1320	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	1185	1667	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	1393	1579	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	1076	1129	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	966	1938	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	459	1581	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	942	1287	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	1048	2533	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	122	1863	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	1068	2016	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	571	1403	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	258	1210	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	201	2007	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	188	3377	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	134	2148	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	352	2692	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	486	2238	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	487	2330	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	282	1086	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	502	3495	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	958	2480	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	704	3238	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	847	3363	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	692	3257	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	808	6109	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	394	5890	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	1018	4049	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	559	4688	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	734	3523	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	1277	3933	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	841	4188	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	616	4472	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	1031	3836	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	1258	2817	9319	44%	58%	3916	1045	ELECTRONIC

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) **9429.08** (12 months)

SCJPC - OVERTIME Monthly update

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226		12.94	69.60%	30.40%	81.55%	18.45%
Totals	2828	1634	4462	794	216	1010	332						

Average poles/hour goal: 12.10

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).

FORECAST UPDATED BASED ON ACTUAL DATA APR 2022 B/S (updated 5/11/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)

B/S 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCJPC:	11,040.00 poles

SCJPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast	
	8542.24	1536.46	10,078.70	Processed poles forecast monthly
Assuming SCJPC WILL work overtime 126.98 hours per month				

SCJPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	
	9319	2924	12,243.00	B/S 4/22	Actual pole processed

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCJPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
Apr-22	SCJPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCJPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE 18.1F reg time)	(12.00)			
Apr-22	SCJPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
May-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		11,781.54	Poles	
Jun-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jun-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		10,245.08	Poles	
Jul-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jul-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		8,708.62	Poles	
Aug-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Aug-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		7,172.16	Poles	
Sep-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Sep-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		5,635.70	Poles	
Oct-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Oct-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		4,099.24	Poles	
Nov-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Nov-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		2,562.78	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		1,026.32	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(9,568.56)		Poles	Forecast
	Balance (backlog is included)		-	Poles	

2022 FORECAST FROM ALL MEMBERS

Code	Company Name	MONTHLY FORECAST # OF JPAS	MONTHLY FORECAST # OF POLES	YEARLY FORECAST # OF JPAS	YEARLY FORECAST # OF POLES	Notes	2021 poles/month
A	City of Glendale		31.67		380		63.58
AMT	ATC-Outdoor DAS, LLC	0	0.00	0	0		0
ATC	Verizon Wireless		15.42			Will send Q3 & Q4 numbers	15.42
ATS	MCI Metro/ATS					See MCI below	66.25
B	City of Burbank	2.083333	11.25	25	135		28.25
BVE	Bear Valley Electric, Inc	132	552.00	1584	6624		139.33
COB	City of Banning		0.17			No response - used 2021	0.17
D	City of Anaheim		12.50		150	late 2022	0
E	So. Calif. Edison Co.	1279	6727.54			Based on 5.26 poles/JPA	6204.08
EXT	ExteNet Systems, Inc.	12	256.00	144	3072	At the most 10-12 JPAs/mo	293.67
F	City of Colton		0.17			No response - used 2021	0.17
FON	Sprint Comm, L.P.	0	0.00	0	0		0
FTR	Frontier Communications		62.00		744		62
H / T	AT&T California	40	120.00	480	1440		236.08
ICG	Mpower Communications	0	0.00	0	0		0
J	City of Riverside		0.00			No response - used 2021	0
LAC	AT&T Mobility	15.16667	15.17	182	182	From Philip Brown	19.75
LLW	City of Lompoc	0.333333	3.33	4	40		2.33
M	City of Los Angeles		54.50			No response - used 2021	54.5
MA	City of Azusa		0.00		20?		0
MCI	MCI Telecommunications	75	1125.00	900	13500	From Katy White	91.42
MOB	Mobilitie, LLC		0.00			No response - used 2021	0
MP	City of Pasadena	0	0.00	0	0		5.42
NG	Crown Castle NG West Inc.		2000.00		24000	Updated # from NG 5/9/22	1743.67
NXT	XO Communications	0	0.00	0	0		30.42
PBM	T-Mobile USA, Inc.		0.00			No response - used 2021	0
SPR	Sprint Nextel Corporation	0	0.00	0	0		0.58
STL	Sonic Telecom, LLC.		0.00			No response - used 2021	0
TCA	Teleport Communications America, LLC	0	0.00	0	0		9.25
TWC	Time Warner Cable	10	30.00	120	360		21.08
V	City of Vernon		20.00		240		42
TOTAL FORECAST			11,036.72		50,867.00		9129.42

poles per month

poles per year

Difference 2022-2021

1,907.30

poles per month

Southern California Joint Pole Committee

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June 15, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 9:42 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Stacy Varner	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Troy Stanard	AT&T California
Ms. Joy Young	AT&T California
Mr. Alvin Robielos	AT&T California
Ms. Veronica C Romero	AT&T California
Mr. Earle Carrion	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Marc Buan	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Mary Li	City of Anaheim
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguilar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA

Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Mr. Charlie Smith	Mobilitie, LLC
Mr. Kenneth Haley Jr.	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:42 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 the review of the **May 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Mr. Treepaisan stated this was the list shown last month where some members were almost at 60 days past due and currently those 60 days would be 60 days past due now. Ms. Pranata stated the ones dated June 29, 2022; past due notices will be sent out after the end of the month.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she did not have a staff meeting this month.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.
- May 2022: Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month. Took longer to process.

Ms. Pranata reported for May 2022 bill of sale the office processed 7,634 poles. Ms. Pranata noted on the agenda that the billers processed 1,042 poles from JPAs involving five plus owners. Normally the billers process about 660 poles a month with five plus owners. Ms. Pranata added it took the billers longer to process poles with five plus owners because they are more complicated.

Ms. Pranata stated on the bottom of the Member Activity there are several tables. For example, *Actual JPAs/poles received for May Bill of Sale* Edison sent 173 JPAs with 1042 poles. Edison did not send many poles for May bill of sale. However, since then Edison has been submitting a lot more poles about 2,600 poles per week.

Ms. Pranata displayed the *Productivity without Overtime* table and stated as she explained earlier the reason why the numbers are lower this month was because more five plus owner involved JPAs were processed for May bill of sale. 7,600 poles

comparing to other months. Additionally, the staff tested Friend Pro which contributed to the lesser number of poles being processed in May as well.

The next sheet Ms. Pranata displayed was the *SCJPC – OVERTIME Monthly update*. Ms. Pranata explained the billable rate was 87.66% which means Edison JPAs were pretty much accurate. Ms. Pranata added more JPAs were finalized and less JPAs returned. It did take longer to process and the reason why the number of poles per hour is lower. Mr. Treepaisan stated that makes sense. Things are a little more complicated and not quite as an assembly line of work. Ms. Pranata explained if there was an error the clock stops on the JPA, and billers move to the next JPA. But if the JPA is completely billable the JPA has to go through the process from the beginning to the end and that takes longer.

There were no further questions or comments.

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

SCJPC Office update:

- *Office productivity without OT*
- *OT spreadsheet*
- *Original forecast from early March: Members will send 1624 JPAs per month or 8542.24 poles per month (1279 JPAs from SCE, 345 JPAs from other members).*
- *New forecast based on last month's meeting: members will send 13,309 poles a month.*
- *Friend Pro testing.*

Ms. Pranata displayed the *FORECAST UPDATED BASED ON ACTUAL DATA MAY 2022 B/S*. Ms. Pranata reported the original forecast of the number of poles members would send to the SCJPC was about 8,500 poles per month. Based on that original forecast the backlog balance as of May Bill of Sale was 7,477 poles and the staff should be able to finish the backlog by October 2022 Bill of Sale. However, last month the *2022 FORECAST FROM ALL MEMBERS* was updated. Based on those numbers the SCJPC is expecting approximately 13,000 poles per month. Ms. Pranata revised the forecast numbers from 8,542 poles per month to 13,309 poles per month and displayed the current forecast on the screen. Mr. Treepaisan stated he liked what Ms. Pranata did there and Mr. Treepaisan wanted to reiterate as things change or forecast increases to let Ms. Pranata know so a more accurate projection can be shown. Mr. Treepaisan added based on 13,000 poles coming in a month instead of 8,500 poles that offsets the completion time of the backlog. Mr. Treepaisan inquired how far does that push the date back to with 13,000 poles received monthly. Ms. Pranata stated with the same number of staff there was no end date at this time.

Ms. Pranata reported she and Ms. Allen interviewed a couple of candidates for the Administrative Aide position and unfortunately, they were not a match. Ms. Pranata stated she was waiting for the Staffing Agency to send more candidates to interview.

Ms. Pranata also reported that the staff preformed more Friend Pro testing in June Bill of Sale. Ms. Pranata was going to send the results to Hyperlink, and a meeting will be scheduled thereafter to discuss. Mr. Treepaisan inquired was the feedback from

the staff mostly positive, negative, or indifferent. Ms. Pranata stated the typing will take longer than usual because the database has more fields and columns. There will be more data entry, more tabbing, and more mouse clicking and therefore will take longer than before to enter poles and JPAs into the system. Ms. Treepaisan stated that makes sense and kind of a caveat with increased tracking and visibility. Mr. Pranata stated she will have an update next month and show some screen shots and some data. Ms. Pranata added she was going to do some time and motion studies to show the Operating Committee how much time it will take the staff to use the new program. Ms. Pranata plans to have the minutes or hours it would take the staff entering the data in the new system, using the new program, versus the old program.

Billing Errors/Questions

- *Authorized Costs item charges for Section 9.1 (J. Bacon – LADWP 6/7/2022)*
 - *SCJPC office can only charge Items 163 and 165 under Section 9.1, LADWP to charge item 164.*

Ms. Pranata stated the office was trained by previous billers that for Clearance poles, Section 9, Items 163 and 165 are the only items to be charged. However, LA DWP inquired if they can charge Item 164. Ms. Pranata displayed the Authorized Costs showing 164. Mr. Bacon stated Item 164 is strictly for the cable arm. Mr. Harmon stated one needs to make the drop to the clearance or the service point. Mr. Harmon does not remember construction where the secondary cable was not attached to the pole or rack. Mr. Harmon guesses there could be instances where a line out goes to the top of the pole and put a cable arm, but he does not see that as a common situation. Mr. Harmon stated that was probably the reason why Item 164 was not used because it was a clearance pole for a service drop which would be attached as a rack or other methods directly to the pole. Mr. Bacon agreed with Mr. Harmon.

Mr. Bacon stated the billing will be left as is. The billing rule remains the same and only Items 163 and 165 to be charged on Clearance poles, Section 9.

There were no further questions or concerns.

JPA Training

- *Action item from February 2022: Ms. LaFrenais to explore a list of retired vendors for training purposes.*
- *Action item February 2022: Mr. Treepaisan to research and optimize examples for JPAs.*

Ms. LaFrenais stated she completed the itinerary/overview outline and wanted to send it over to Mr. Treepaisan to look over prior to sending it out to the committee to look for retired vendors. Ms. LaFrenais added she will be sending it out to Mr. Treepaisan that day. Mr. Treepaisan stated that works.

There were no further questions or comments.

MISC

SCJPC Staff Evaluation (files emailed to Operating Committee members 6/8/2022, not uploaded to the SCJPC website)

The committee reviewed the proposed SCJPC Staff Evaluation and decided that additional information is needed. Ms. Pranata will work on the revisions with Mr. Treepaisan and will email the updated documents to the Operating Committee members. Off cycle meeting may not be needed if the Operating Committee could approve the changes via email.

Review of Action Items:

- Ms. Pranata to work on revising the staff evaluation with Mr. Treepaisan.
- Operating committee members to review the revised staff evaluation via email.

The meeting adjourned at 10:30 a.m. until July 20, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		May 31, 2022			YTD Through May, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	With OT	51,787	51,831.38	(45)	258,933	239,519.07	19,414	7%	621,439
Regular		50,703.38				-	-		
Contract Labor		1,128.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,472.42	367	34,196	32,620.10	1,576	5%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)						-	-		
						-	-		
Payroll Taxes		4,143	3,770.62	372	20,715	18,633.51	2,081	10%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	1,146	1,280.15	(134)	-12%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33		33	167	3.99	163	98%	400
Telecommuting Reimbursement	semi-annual	96	-	96	480	-	480	100%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	5,323.85	114	27,188	24,412.40	2,776	10%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
MONTHLY RECURRING									
Rent		9,612	9,437.19	174	48,058	47,185.95	872	2%	115,340
Alarm System	Quarterly	55	-	55	275	164.97	110	40%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	512.12	338	4,250	2,517.32	1,733	41%	10,200
Cisco WebEx Online Meeting		69	69.00	-	345	345.00	-	0%	828
Postage & Shipping		25	17.90	7	125	53.70	71	57%	300
Business/Property Insurance	Pro-Rated	167	360.00	(193)	833	1,509.76	(676)	-81%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	42	-	42	100%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		May 31, 2022			YTD Through May, 31 2022				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
<u>NETWORK SYSTEM</u>									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,192.00	25	6,083	6,192.50	(109)	-2%	14,600
FRIEND Support		700	400.00	300	3,500	2,000.00	1,500	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	6,442	5,823.78	618	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	988	987.50	-	0%	2,370
Computer (repair, maintenance, supplies)	Monitor cables, docking stations, external drives for staff	158	430.52	(272)	792	538.24	253	32%	1,900
						-			
<u>PRINTING & SUPPLY</u>									
Office Printing		13	-	13	63	-	63	100%	150
Office Supplies		108	-	108	542	9.53	532	98%	1,300
						-	-		
<u>CONTRACT SERVICES</u>									
CPA/Auditor		417	-	417	2,083	-	2,083	100%	5,000
Attorney*	May-22	542	499.00	43	2,708	1,996.00	712	26%	6,500
						-	-		
<u>GENERAL EXPENSE</u>									
Payroll Service Fees		93	93.00	0	467	465.00	2	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	42	-	42	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	146	(45.00)	191	131%	350
Seminars, professional development, & tuition	Professional development for staff	117	239.88	(123)	583	464.46	119	20%	1,400
Team Building	QUARTERLY	167	323.20	(157)	833	818.66	15	2%	2,000
Member Retirement plaques		33	-	33	167	-	167	100%	400
Scan & shred document	1 box per year	13	-	13	67	-	67	100%	160
Total Operating Expenses		84,451.25	82,577.41	1,873.84	422,256.25	387,819.65	34,692.99	8%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		May 31, 2022			YTD Through May, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	PDF writer software	113	180.00	(68)	563	180.00	383	68%	1,350
FRIEND modification*		2,813	-	2,813	14,063	-	14,063	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	2,083	-	2,083	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	2,458	1,761.30	697	28%	5,900
Hardware Purchase		117	-	117	583	-	583	100%	1,400
						-			
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	517.26	3,432.74	19,750.00	1,941.30	17,808.70	90%	47,400
Interest Earned/Misc Income			(0.09)			(0.38)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	83,094.58	5,306.58	442,006.25	313,473.91	128,532.34	29%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
6/7/2022									

Delinquent Accounts
As of 6/8/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
City of Vernon	Feb '22	March 31, 2022	5/30/2022	\$ 743.93	21332	6/7/2022	JPA@ci.vernon.ca.us	JT	JT	5/10/2022
EXTENET Systems	Mar '22	April 30, 2022	6/29/2022	\$ 814.78	21365				JT	6/7/2022
MCI METRO/ATS	Mar '22	April 30, 2022	6/29/2022	\$ 1,025.07	21352				JT	6/7/2022
MCI Telecomm.	Mar '22	April 30, 2022	6/29/2022	\$ 853.75	21353				JT	6/7/2022
SPRINT Comm	Feb '22	March 31, 2022	5/30/2022	\$ 705.65	21331	6/7/2022	LLStatements@T-Mobile.com; mary.joshi@t-mobile.com	JT	JT	5/10/2022
Teleport Comm. America, LLC-TCA	Feb '22	March 31, 2022	5/30/2022	\$ 966.88	21306	6/7/2022	JHarmon@motiveis.com ; kcasey@motiveis.com ; TCAJPA@motiveis.com ; jcmckinney@att.com	JT	JT	5/10/2022
Teleport Comm. America, LLC-TCA	Mar '22	April 30, 2022	6/29/2022	\$ 1,096.77	21338				JT	6/7/2022
TIME WARNER CABLE-TWN	Mar '22	April 30, 2022	6/29/2022	\$ 534.21	21360				JT	6/7/2022
TIME WARNER CABLE-TWS	Mar '22	April 30, 2022	6/29/2022	\$ 461.09	21359				JT	6/7/2022
T-Mobile USA, INC	Feb '22	March 31, 2022	5/30/2022	\$ 727.94	21323	6/7/2022	shenderson@synergy.cc	JT	JT	5/10/2022
Verizon Wireless	Feb '22	March 31, 2022	5/30/2022	\$ 1,123.38	21305	6/7/2022	Marco.Murillo@VerizonWireless.com ; ATCJPA@motiveis.com ; kcasey@motiveis.com	JT	JT	5/10/2022
Verizon Wireless	Mar '22	April 30, 2022	6/29/2022	\$ 1,268.28	21337				JT	6/7/2022
XO Comm	Mar '22	April 30, 2022	6/29/2022	\$ 882.03	21358				JT	6/7/2022

TOTAL **\$ 11,203.76** **Past Due notices emailed out monthly - after 60 days past due**

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
JUNE 2021 - MAY 2022

		MBR CODE	2021 JUNE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1	1		1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1	1		1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1	1		1	1	1	1	1	11	100%	M	11
4	AT&T Mobility	LAC	1	1	1	1	1	1		1	1	1	1	1	11	100%	LAC	11
5	Crown Castle NG West Inc.	NG	1	1	1	1	1	1		1	1	1	1	1	11	100%	NG	11
6	AT&T California	H / T	1	1	1	1	1	1		1	1	1	1	1	11	100%	H / T	11
7	Golden State Water	SCW	1	1	1	1	1	1		1	1	1	1	1	11	100%	SCW	11
8	Time-Warner	TWC	1	1	1	1	1	1		1	1	1	1	1	11	100%	TWC	11
9	City of Azusa	MA	1	1	1	1	1	1		1	1	1	1	1	11	100%	MA	11
10	City of Burbank	B	1	1	1	1	1	1		1	1	1	1	1	11	100%	B	11
11	City of Glendale	A	1	1	1	1	1	1		1	1	1	1	1	11	100%	A	11
12	City of Vernon	V	1	1	1	1	1	1		1	1	1	1	1	11	100%	V	11
13	City of Banning	COB	1	1	1	1	1	1		1	1	1	1	1	11	100%	COB	11
14	T-Mobile, USA	PBM	1	1	1	1	1	1		1	1	1	1	1	11	100%	PBM	11
15	ATC Outdoor DAS	AMT	1	1	1	1	1	1		1	1	1	1	1	11	100%	AMT	11
16	XO Communications	NXT	1	1	1	1	1	1		1	1	1	1	1	11	100%	NXT	11
17	MCI/Metro	ATS	1	1	1	1	1	1		1	1	1	1	1	11	100%	ATS	11
18	MCI Communications	MCI	1	1	1	1	1	1		1	1	1	1	1	11	100%	MCI	11
19	Mpower/TelePacific	ICG	1	1	1	1	1	1		1	1	1	1	1	11	100%	ICG	11
20	Mobilitie LLC	MOB	1	1	1	1	1	1		1	1	1	1	1	11	100%	MOB	11
21	ExteNet Systems	EXT	1	1	1	1	1	1		1	1	1	1	1	11	100%	EXT	11
22	Sonic Telecom, LLC	STL										1	1	1	3	100%	STL	3
23	Verizon Wireless	ATC	1	1	1	1	1	1		0	1	1	1	1	10	91%	ATC	11
24	City of Riverside	J	1	1	1	0	1	1		1	1	1	1	1	10	91%	J	11
25	Teleport Comm America	TCA	0	1	1	1	1	1		1	1	1	1	1	10	91%	TCA	11
26	Sprint Communications	FON	0	1	1	1	1	1		1	1	1	1	1	10	91%	FON	11
27	Sprint-Nextel	SPR	0	1	1	1	1	1		1	1	1	1	1	10	91%	SPR	11
28	City of Lompoc	LLW	1	1	1	1	0	1		1	1	1	1	1	10	91%	LLW	11
29	City of Colton	F	1	0	0	1	1	1		1	1	1	1	1	9	90%	F	10
30	City of Anaheim	D	0	1	1	1	1	1		1	0	1	1	1	9	82%	D	11
31	City of Pasadena	MP	1	1	1	0	1	1		1	1	1	0	1	9	82%	MP	11
Total			26	29	29	28	29	30	0	29	29	31	30	31				

Member	ATS	BVE	E	EXT	F	H/T	M	MCI	MP	NG	SPR	TWC	Totals	YTD
Joint JPAs Billed		2	518	1		5	50			26			602	2599
% of Joint JPAs Billed	0.000	0.003	0.860	0.002	0.000	0.008	0.083	0.000	0.000	0.043	0.000	0.000	1.00	
Joint JPAs Returned			104	1		7	88			22			222	1397
Total Joint JPAs Processed	0	2	622	2	0	12	138	0	0	48	0	0	824	
Section 18.1F JPAs included in above						6							6	
Multi JPAs Billed	1		106	9			5			79			200	918
% of Multi JPAs Billed	0.005	0.000	0.530	0.045	0.000	0.000	0.025	0.000	0.000	0.395	0.000	0.000	1.00	
Multi JPAs Returned	9		89	21	1	3	29	4	1	173	1	6	337	1891
Total Multi JPAs Processed	10	0	195	30	1	3	34	4	1	252	1	6	537	2809
Section 18.1F JPAs included in above	7			1	1	2			1	9			21	
Total # JPAs Billed	1	2	624	10	0	5	55	0	0	105	0	0	802	3517
% of JPAs Billed	0.001	0.002	0.778	0.012	0.000	0.006	0.069	0.000	0.000	0.131	0.000	0.000	1.00	
# of JPAs Returned													559	
Total JPAs Processed	10	2	817	32	1	15	172	4	1	300	1	6	1361	6805
% of JPAs Billed													58.93%	
% of JPAs returned													41.07%	
Member	ATS	BVE	E	EXT	F	H/T	M	MCI	MP	NG	SPR	TWC	Totals	
Poles Billed (Joint JPAs)		3	1932	8		7	176			73			2199	10009
Poles Returned (joint)			876	9		48	352			60			1345	10352
Poles Billed (Multi JPAs)	1		594	98			9			365			1067	4813
Poles Returned (multi)	159		708	363	2	56	144	59	10	1486	2	34	3023	18336
Total # Poles Billed (Joint & Multi combined)	1	3	2526	106	0	7	185	0	0	438	0	0	3266	14822
% of Total Poles Billed (Joint & Multi combined)	0.000	0.001	0.773	0.032	0.000	0.002	0.057	0.000	0.000	0.134	0.000	0.000	1.00	
# of Poles Returned													4368	28688
Total Poles Processed	160	3	4110	478	2	111	681	59	10	1984	2	34	7634	43510
% of Poles Billed													42.78%	
% of Poles returned													57.22%	
RETURN RATE # OF JPAS	90%	0%	24%	69%	100%	67%	68%	100%	100%	65%	100%	100%		
RETURN RATE # OF POLES	99%	0%	39%	78%	100%	94%	73%	100%	100%	78%	100%	100%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	747
HELD OVER POLES	7477

Average poles/JPA in 2022	6.39
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Actual JPAs/poles received from 4/6/2022 - 5/4/2022 (May Bill of Sale):		
	JPAS	POLES
(updated 4/19) SCE	173	1042
OTHER MEMBERS	517	3214

	JPAS	POLES
SCE CALL BACKS	13	48

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
14	79
4462	23447

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
611	1405
1844	4672
697	1707
2415	6877

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI	RETURNED MULTI	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) **9292.33** (12 months)

***Regular time per month contingent upon (based on 2021 data):**

1. Multi received: 48% or lower.
2. Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Totals	4672	2205	6877	1405	302	1707	524						

Average poles/hour goal: 12.10

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

FORECAST UPDATED BASED ON ACTUAL DATA MAY 2022 B/S (updated 5/11/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)

B/S 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCJPC:	11,040.00 poles
B/S 5/22	Actual number of poles members sent to the SCJPC:	4,256.00 poles

SCJPC to process poles/month	Regular time forecast	Overtime forecast	Total Poles forecast	
Forecast	8542.24	1536.46	10,078.70	Processed poles forecast monthly
Assuming SCJPC WILL work overtime 126.98 hours per month				

SCJPC processed poles (actual #)	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	
Actual Data	7634	2415	10,049.00	B/S 5/22	Actual pole processed

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCJPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
Apr-22	SCJPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCJPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE 18.1F reg time)	(12.00)		Poles	Actual
Apr-22	SCJPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs)-SCE	1,042.00		Poles	Actual
May-22	Poles received from all other members this month (new JPAs)-NON SCE	3,214.00		Poles	Actual
May-22	SCJPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCJPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCJPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
May-22	SCJPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
	Balance (backlog is included)		7,477.00	Poles	End of May 2022
Jun-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jun-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		5,940.54	Poles	
Jul-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Jul-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		4,404.08	Poles	
Aug-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Aug-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		2,867.62	Poles	
Sep-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Sep-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		1,331.16	Poles	
Oct-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Oct-22	SCJPC to Process (Reg+Overtime)	(9,873.40)		Poles	Forecast
	Balance (backlog is included)		-	Poles	
Nov-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Nov-22	SCJPC to Process (Reg+Overtime)	(8,542.24)		Poles	Forecast
	Balance (backlog is included)		-	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(8,542.24)		Poles	Forecast
	Balance (backlog is included)		-	Poles	
Dec-22	Poles received from all members this month (new JPAs)	8,542.24		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(8,542.24)		Poles	Forecast
	Balance (backlog is included)		-	Poles	

2022 FORECAST FROM ALL MEMBERS

Updated 5/18/2022

		MONTHLY	MONTHLY	YEARLY	YEARLY		
Code	Company Name	FORECAST # OF JPAS	FORECAST # OF POLES	FORECAST # OF JPAS	FORECAST # OF POLES	Notes	2021 poles/month
A	City of Glendale		31.67		380		63.58
AMT	ATC-Outdoor DAS, LLC	0	0.00	0	0		0
ATC	Verizon Wireless		15.42		185.04	Will send Q3 & Q4 numbers	15.42
ATS	MCI Metro/ATS					See MCI below	66.25
B	City of Burbank	2.083333	11.25	25	135		28.25
BVE	Bear Valley Electric, Inc	132	552.00	1584	6624		139.33
COB	City of Banning		0.17		2.04	No response - used 2021	0.17
D	City of Anaheim		12.50		150	late 2022	0
E	So. Calif. Edison Co.		9000.00		108000	Per 5/18/2022 meeting	6204.08
EXT	ExteNet Systems, Inc.	12	256.00	144	3072	At the most 10-12 JPAs/mo	293.67
F	City of Colton		0.17		2.04	No response - used 2021	0.17
FON	Sprint Comm, L.P.	0	0.00	0	0		0
FTR	Frontier Communications		62.00		744		62
H / T	AT&T California	40	120.00	480	1440		236.08
ICG	Mpower Communications	0	0.00	0	0		0
J	City of Riverside		0.00		0	No response - used 2021	0
LAC	AT&T Mobility	15.16667	15.17	182	182	From Philip Brown	19.75
LLW	City of Lompoc	0.333333	3.33	4	40		2.33
M	City of Los Angeles		54.50		654	No response - used 2021	54.5
MA	City of Azusa		0.00		?	20? Emailed for clarification	0
MCI	MCI Telecommunications	75	1125.00	900	13500	From Katy White	91.42
MOB	Mobilitie, LLC		0.00		0	No response - used 2021	0
MP	City of Pasadena	0	0.00	0	0		5.42
NG	Crown Castle NG West Inc.		2000.00		24000	Updated # from NG 5/9/22	1743.67
NXT	XO Communications	0	0.00	0	0		30.42
PBM	T-Mobile USA, Inc.		0.00		0	No response - used 2021	0
SPR	Sprint Nextel Corporation	0	0.00	0	0		0.58
STL	Sonic Telecom, LLC.		0.00		0	No response - used 2021	0
TCA	Teleport Communications America, LLC	0	0.00	0	0		9.25
TWC	Time Warner Cable	10	30.00	120	360		21.08
V	City of Vernon		20.00		240		42
	TOTAL FORECAST		13,309.18		159,710.12		9129.42

Difference 2022-2021

poles per month

4,179.76

poles per month

poles per year

FORECAST UPDATED BASED ON ACTUAL DATA MAY 2022 B/S (updated 5/11/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (5/18/2022 meeting)	Number of Poles Members will send to the SCJPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

B/S 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCJPC:	11,040.00 poles
B/S 5/22	Actual number of poles members sent to the SCJPC:	4,256.00 poles

SCJPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast	Processed poles forecast monthly Assuming SCJPC WILL work overtime 126.98 hours per month
	8542.24	1536.46	10,078.70	

SCJPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	Actual pole processed
	7634	2415	10,049.00	B/S 5/22	

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
	Mar-22 Internal adjustment (correction)	97.00		Poles	Actual
	Mar-22 Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
	Mar-22 Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
	Mar-22 SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
	Mar-22 SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
	Mar-22 SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
	Mar-22 SCJPC processed during overtime	(1,538.00)		Poles	Actual
	Mar-22 SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
	Apr-22 Internal adjustment (correction)	-		Poles	Actual
	Apr-22 Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
	Apr-22 Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
	Apr-22 SCJPC processed (SCE reg time)	(6,034.00)		Poles	Actual
	Apr-22 SCJPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
	Apr-22 SCJPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
	Apr-22 SCJPC processed (NON SCE 18.1F reg time)	(12.00)			
	Apr-22 SCJPC processed during overtime	(2,924.00)		Poles	Actual
	Apr-22 SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
	May-22 Internal adjustment (correction)	-		Poles	Actual
	May-22 Poles received from SCE this month (new JPAs)-SCE	1,042.00		Poles	Actual
	May-22 Poles received from all other members this month (new JPAs)-NON SCE	3,214.00		Poles	Actual
	May-22 SCJPC processed (SCE reg time)	(4,110.00)		Poles	Actual
	May-22 SCJPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
	May-22 SCJPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
	May-22 SCJPC processed (NON SCE 18.1F reg time)	-			
	May-22 SCJPC processed during overtime	(2,415.00)		Poles	Actual
	May-22 SCE Call Backs	(48.00)		Poles	Actual
	Balance (backlog is included)		7,477.00	Poles	End of May 2022
	Jun-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Jun-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		10,707.48	Poles	
	Jul-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Jul-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		13,937.96	Poles	
	Aug-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Aug-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		17,168.44	Poles	
	Sep-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Sep-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		20,398.92	Poles	
	Oct-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Oct-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		23,629.40	Poles	
	Nov-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Nov-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		26,859.88	Poles	
	Dec-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Dec-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		30,090.36	Poles	
	Dec-22 Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
	Dec-22 SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		33,320.84	Poles	

*Regular time per month contingent upon (based on 2021 data):

1. Multi received: 48% or lower.
2. Complexity of multi JPAs.
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

Southern California Joint Pole Committee

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June 15, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 9:54 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Troy Stanard	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Earle Carrion	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Ms. Bobola Akerson	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguilar	City of Colton
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Mr. Dave Campo	City of Lompoc
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Claudia Arellano	City of Vernon
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Mr. Mark Denning	M-Power Communications
Ms. Dawn Laffoon	Mobilitie, LLC
Mr. Kenneth Haley Jr.	Sonic Telecom, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:54 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 the review of the **June 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable** end of the month.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on June 21, 2022. Discussed were billing cheat sheets for the billers. Ms. Allen has revised the joint cheat sheets to add three party new pole cost to them. They are being worked on and finalized for 2022. On the Billing Discrepancies from Billing Process Simplification Ms. Allen added further clarification to the spreadsheet for the staff. 2022 Pole Prices were also discussed. Ms. Allen went over the prices and stated that D WOOD 35'-100', E WOOD 25'-110', FTR WOOD 25'- 80', HLA WOOD 30'- 55', LAC WOOD 25'-70', M WOOD 35'-110', MP WOOD 25'-100', and STRUCTURAL WOOD 25'-100' depreciated 15 years and billers are to use those prices when billing purchase of interest on an existing pole. However, HLA WOOD 25' and 60', MP WOOD 110', and STRUCTURAL 110' did not depreciate. Billers are to use Structural Wood prices for those members that did not depreciate 15 years. Ms. Allen clarified Section 13.3 regarding verification of SCJPC pole record and the Record side of the JPA. If the pole is Section 7.X or a Section 5.X, billers are to verify only four things on JPA against SCJPC pole record: pole length, year set, grade and space, and location. If the pole is a Section 4.X, excluding Section 4.1, or other existing Sections billers are only to verify: pole length and class. Year set is to be verified. However, if the year set is different from JPA to SCJPC pole record is not a reason for return and billers are to accept and bill as the year set on SCJPC pole record.

Ms. Allen discussed a few JPAs and made examples for the staff to refer to.

A pole that has incorrect grade and space on proposed side of JPA is invalid. Ms. Allen wanted to make sure this was not confused with Section 13.3 rules. Information on Proposed Side of JPA must always be valid in order to process the JPA.

A JPA was discussed regarding one member Section 7.13. For example, E JPA, ATS shows Section 7.13 ONLY, and M is billing an Item 10C. E would eat ATS's costs. M to bill E, E and ATS's cost of the item.

When a member submits JPAs to be finalized and extra pages are still included on the JPA, billers are to delete the extra pages on the JPA. Billers are to verify the page numbers on the first page and match. If they match the pages with pole information, billers are to delete the extra blank pages.

Ms. Allen has been forwarding billers memo questions from Members. If a biller receives a forwarded email from Ms. Allen with the JPA attached by the

member, billers are to verify the original JPA that was returned to the member from SCJPC. There were a few instances where the attached JPA being questioned is not the same JPA SCJPC returns.

Lastly, Ms. Allen discussed ES poles and reminded billers ES poles do not have class and billers are not to return the JPA asking for class.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for June 2022 bill of sale the office processed 9,387 poles. The actual poles received from Edison were 12,743 poles or 2,350 JPAs. From other members 761 JPAs or 4,495 poles received. 1,925 JPAs or 13,045 poles were held over. The percentage of poles returned increased again. May 2022 was approximately 60% and June 2022 was 74%. There were no further questions or comments.

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

SCJPC Office update:

- *Office productivity without OT*
- *OT spreadsheet*
- *New forecast: members will send 13,309 poles a month.*
- *Friend Pro testing.*

Ms. Pranata then displayed the *Productivity without Overtime* table and verified the return rate for May 2022 was 57% and for June 2022 increased to 74%. Ms. Allen created a memo error report for Billing Process Simplification meeting and Ms. Pranata invited the members to join that meeting later that day to find out the most common errors SCJPC found in June 2022 bill of sale. Mr. Treepaisan stated it looks like the number of poles coming in increased as well as the memo rate. Ms. Pranata stated the billers were able to process more poles because most JPAs had errors. She then stated when a biller finds an error during a JPA review, the biller notates the error, stops reviewing, and sets the JPA aside. The JPA does not complete the entire cycle. Mr. Treepaisan commented that makes sense. There were no further questions or comments.

Ms. Pranata reported she hired a new Administrative Aide, and she was working for a week and had a car accident. Her doctor excused her for three days. This was supposed to be her second week and unable to work due to the car accident.

Ms. Pranata displayed the SCJPC – *OVERTIME Monthly update* and showed the amount of JPAs and poles processed during overtime.

Ms. Pranata then displayed the *FORECAST UPDATED BASED ON ACTUAL DATA JUN 2022 B/S (updated 7/13/2022)*. Ms. Pranata reported she updated the spreadsheet based on the number of poles the members would send to the SCJPC discussed in May 2022 meeting, which is 13,309 poles per month. Ms. Pranata scrolled down to June 2022 bill of sale and explained SCJPC has about 13,000 poles in backlog. Mr. Treepaisan inquired at the rate the JPAs are being received and the rate they are

being processed how far does that put SCJPC out. Is there an end to the backlog. Ms. Pranata stated there is no end date at this time. However, with the new Administrative Aide she is hoping to process more poles. She just started and still in training. Mr. Treepaisan stated this is the best estimate the committee could get with the forecast members provided.

Ms. Pranata stated she has a Friend Pro update. The staff have been testing Friend Pro and trying to time it and according to the testing phase for joint poles/JPA's staff will need an additional 20 seconds more per billed pole to enter the information into Friend Pro. For billed multi poles the staff will need about 27 seconds more to enter the information into Friend Pro. Friend Pro has more fields which was requested by the Computer Committee and later approved by the Administrative Board. The Computer Committee wanted to add more fields into the database. More tabbing and more mouse clicking will be required to enter information into the database. Mr. Treepaisan stated that makes total sense to him that to get more details in the database, it would require additional work and time. Ms. Pranata stated when the time comes for Friend Pro to be installed and ready for use lesser number of poles may be processed. Ms. Pranata added the additional time is for billed poles and on average, based on the last 12 months, SCJPC bills 2,233 joint poles and 865 multi poles a month. Mr. Treepaisan inquired that would be an extra 20 seconds for about 2,200 poles. Ms. Pranata stated about an additional 20 seconds times 2,233 joint poles and 27 seconds times 865 multi poles per month. Ms. Mitwasi inquired if Ms. Pranata needs additional resources. Ms. Pranata stated at this time she would wait until Friend Pro is installed and in use and she comes up with a baseline of how many poles the office can process with the current staff. In the future SCJPC would need another person definitely. Ms. Pranata explained currently SCJPC is using Friend and the new Administrative Aide is being trained on the current program which should help. Ms. Mitwasi inquired would Ms. Pranata be able to be managed with the current throughput. Ms. Pranata stated no and would need one more person. Ms. Pranata stated that two persons have not been trained at the same time before. However, she is open to it. Ms. Mitwasi stated it is definitely something to consider if it is the need. To get the backlog cleared up and help manage the throughput on a regular basis. If it is a need already, it's something Ms. Pranata needs to consider and possibly training two people at the same time. Ms. Pranata stated that the Administrative Board only approved hiring one person so far. Therefore, the Administrative Board would need to approve a second person to hire since Ms. Pranata does not have a budget for an additional person. Ms. Pranata added the committee could wait until next year because Ms. Pranata will present the budget for 2023 in October or November and then hire a new person in January. Ms. Mitwasi stated her only concern with that is that SCJPC would be losing productivity from now until that time. Then Ms. Pranata would still have to do training too and the committee would be losing out on additional time. Mr. Treepaisan inquired if Edison sees any reduction in poles coming in from now until the end of the year. Ms. Mitwasi stated no. Ms. Pranata stated she will add to the Consent Calendar if the Committee would like. Mr. Treepaisan inquired if there were any objections. There were none. Ms. Pranata to add *Hiring an additional person* to the Administrative Board's Consent Calendar for August 2022.

Billing Errors/Questions

There were none.

JPA Training

- *Action item from February 2022: Ms. LaFrenais to explore a list of retired vendors for training purposes.*
- *Action item February 2022: Mr. Treepaisan to research and optimize examples for JPAs.*
- *From June 2022: Ms. LaFrenais to send itinerary/overview outline to Mr. Treepaisan regarding the retired vendor.*

Ms. LaFrenais stated she sent out the itinerary to Mr. Treepaisan and a few other people to review. However, she has not heard back from them. Mr. Treepaisan stated he would double check. He will make it an action item and they could talk between now and next month's meeting.

Mr. Bacon stated there seems to be a huge need for it. As far as setting up training if the committee could find several people that would be willing to give up a Saturday or a Sunday and get compensated and use the facilities in San Dimas to do a basic JPA training for other members. Mr. Bacon stated he knows it is a problem and how does one find people that could be JPA trained and have them stay at your company. Mr. Bacon reached out to some of the retirees at LA DWP and asked them if they were interested in giving up a Saturday or Sunday and get compensated to train. Not one of them said yes. They stated they were not interested. Is that something the committee could look into as far as setting something up in San Dimas for training for all members to use for potential candidates. Mr. Treepaisan stated that is a good idea and some retirees or companies could be solicited and see if there's any interest and try and set something like that up for all members. Mr. Bacon suggested that the members who send people for training would share the cost of the training. Mr. Treepaisan stated he likes that. Mr. Carrion stated he does not think it is the logistics of where it is going to happen. Mr. Carrion thinks it is finding someone. Mr. Carrion said it is not that anyone in the virtual room is incapable of doing it but for Mr. Carrion it is a conflict of interest for him while he is an employee of Crown Castle. He is still working on things and has to run it up his chain to see if it is shareable. Because at the end of the day his company would see any kind of material as intellectual property. Mr. Carrion could argue that it is going to be beneficial all around industry wise or just for Southern California region but if he cannot get over the hurdle with his own company about conflict of interest than it is going to be a tougher fight. Mr. Carrion stated he just needs a little bit more time to see what he could do on his end. It would help too if other members were exploring what they might be able to do to help with this effort. Mr. Bacon stated for members to ponder what they could and could not do. Members would have to reach upstairs to get financial backing on this if they were to get additional training. Mr. Bacon stated it also could be done virtual as far as the training goes and could be more attractive to somebody who is retired and doesn't want to go all the way down to San Dimas. Mr. Treepaisan stated if Mr. Carrion is concerned about intellectual property perhaps Crown Castle could sell it or maybe that is something billable and Crown Castle could bill and charge to train. Mr. Treepaisan stated he would make this an action item and he would dig deeper into it and try to figure out some logistics and some ways to move forward. Ms. Black stated AT&T California would need to be removed from any kind of discussion. She has checked and she has been told absolutely not, AT&T California is not to share their training

material. Mr. Bacon inquired why would it be AT&T California's training material. It doesn't have to be anybody's training material. It could be the training material of the SCJPC. If it is presented as training with no ties to any company's templates. It would be Basic 101 training which is already on the website. A training manual could be created and not reflect on any of the utilities. Mr. Bacon added it would be produced, made by and trained by the members and the members interested would pay the fees. It would have its own training material without anyone's company associated with it. Mr. Treepaisan stated to table this for next month and he will dig deeper into it and review the itinerary.

There were no further questions or comments.

MISC

- *SCJPC's mask and vaccine policy*
- *Los Angeles & California links:*
 - [http://publichealth.lacounty.gov/acd/ncorona2019/masks/RulesAndRecommendations/#:~:text=County%2C%20state%2C%20and%20federal%20rules,some%20locations%20\(see%20table\).&text=EVERYONE*%20MUST%20wear%20a%20mask,%2C%20taxi%20and%20ride%2Dshares](http://publichealth.lacounty.gov/acd/ncorona2019/masks/RulesAndRecommendations/#:~:text=County%2C%20state%2C%20and%20federal%20rules,some%20locations%20(see%20table).&text=EVERYONE*%20MUST%20wear%20a%20mask,%2C%20taxi%20and%20ride%2Dshares)
 - <https://covid19.ca.gov/masks-and-ppe/>

Ms. Pranata is asking the Operating Committee's opinion on masks and vaccines. Ms. Pranata displayed a website with information from LA County on the screen and stated SCJPC has been following the Department of Public Health of LA County and wanted to inquire moving forward will masks/vaccines be required while working indoors at the San Dimas office. Especially that the office will hire more people. Currently Ms. Pranata has no problem with her team. They are always masking while in the office. At this time there is only one person, Mr. Jones, working in the office. Ms. Pranata stated she would like to know the Operating committee's decision on vaccine and masks requirement at the SCJPC's office. Mr. Bacon stated typically to go by the CDC guidelines. LA DWP wears masks inside and he thinks this falls on what the CDC is recommending. Mr. Treepaisan agrees with Mr. Bacon and SCJPC should follow the CDC Guidelines or what city/state municipalities are stating is probably what should be followed. Ms. Pranata then displayed a second website with information from Cal/OSHA. Ms. Pranata stated she will have to check CDC as well. Ms. Pranata then inquired does one supersede the other. Mr. Van Stryk stated Local government and is probably the strictest out of all of them.

Ms. Pranata checked with the attorney and when it states "required" SCJPC would have to provide masks if the government states it is required indoors again. Mr. Van Stryk stated Ms. Pranata could buy paper masks online. Ms. Pranata then inquired about vaccines. Mr. Van Stryk stated he doesn't think it matters anymore whether or not one is vaccinated. Ms. Mitwasi inquired if Ms. Pranata was looking at Cal/OSHA. Ms. Pranata explained the policies change sometimes and right now it is not required to wear masks and then in two weeks from now it would be required. Ms. Pranata would like to know the government agency that SCJPC should follow and have it recorded in the minutes.

Mr. Treepaisan suggested sticking with the local municipalities. SCJPC should go by LA County Guidelines unless there is something that contradicts that on another document then that could be discussed at a later time. Ms. Pranata clarified vaccine status does not matter and as for masks, SCJPC to go by LA County Guidelines and Cal/OSHA. Mr. Treepaisan stated yes and that he did not see anything in the document about vaccinations. If Ms. Pranata finds something different to please let Ms. Treepaisan know. Ms. Mitwasi stated to err on the side of caution to follow the one that is more stringent. Ms. Pranata stated that the second website listed on the agenda refers to the Cal/OSHA. The committee reviewed the *Masking at work* section, which states *Employers must provide unvaccinated employees with NIOSH-certified respirator masks for voluntary use when working indoors or in a vehicle with others*. Mr. Treepaisan stated he does not see a statement saying *employees must wear*. As long as SCJPC have masks available at the office, SCJPC would be in compliance. There were no further questions or comments.

Review of Action Items:

- Ms. Treepaisan to go over the itinerary and look up some logistics for the JPA training.

The meeting adjourned at 10:31 a.m. until August 17, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		June 30, 2022			YTD Through June, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	With OT	51,787	50,868.56	918	310,720	290,387.63	20,332	7%	621,439
Regular		48,360.56				-	-		
Contract Labor		2,508.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,730.42	109	41,035	39,350.52	1,684	4%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)		258.00				-	-		
						-	-		
Payroll Taxes		4,143	3,591.38	552	24,858	22,224.89	2,633	11%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	1,375	1,521.98	(147)	-11%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33	-	33	200	3.99	196	98%	400
Telecommuting Reimbursement	semi-annual	96	576.00	(480)	576	576.00	-	0%	1,152
PENSION EXPENSE						-	-		
Contribution-SEP IRA		5,438	5,077.86	360	32,626	29,490.26	3,135	10%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
MONTHLY RECURRING						-	-		
Rent		9,612	9,437.19	174	57,670	56,623.14	1,047	2%	115,340
Alarm System	Price increased quarterly	55	182.97	(128)	330	347.94	(18)	-5%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	512.16	338	5,100	3,029.48	2,071	41%	10,200
Cisco WebEx Online Meeting		69	69.00	-	414	414.00	-	0%	828
Postage & Shipping		25	8.95	16	150	62.65	87	58%	300
Business/Property Insurance	Pro-Rated	167	-	167	1,000	1,509.76	(510)	-51%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE						-	-		
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	50	-	50	100%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		June 30, 2022			YTD Through June, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,672.00	(455)	7,300	7,864.50	(565)	-8%	14,600
FRIEND Support		700	400.00	300	4,200	2,400.00	1,800	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	7,730	6,989.78	740	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	1,185	1,185.00	-	0%	2,370
Computer (repair, maintenance, supplies)		158	-	158	950	538.24	412	43%	1,900
PRINTING & SUPPLY									
Office Printing		13	-	13	75	-	75	100%	150
Office Supplies		108	-	108	650	9.53	640	99%	1,300
CONTRACT SERVICES									
CPA/Auditor		417	-	417	2,500	-	2,500	100%	5,000
Attorney*		542	499.00	43	3,250	2,495.00	755	23%	6,500
GENERAL EXPENSE									
Payroll Service Fees		93	93.00	0	560	558.00	2	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	50	-	50	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	60.00	(31)	175	15.00	160	91%	350
Seminars, professional development, & tuition		117	-	117	700	464.46	236	34%	1,400
Team Building	QUARTERLY	167	-	167	1,000	818.66	181	18%	2,000
Member Retirement plaques		33	-	33	200	-	200	100%	400
Scan & shred document	1 box per year	13	-	13	80	-	80	100%	160
Total Operating Expenses		84,451.25	81,383.82	3,067.43	506,707.50	469,203.47	37,747.09	7%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		June 30, 2022			YTD Through June, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	ACCOUNTING AND TIME CLOCK YEARLY FEE	113	1,028.00	(916)	675	1,208.00	(533)	-79%	1,350
FRIEND modification*		2,813	-	2,813	16,875	-	16,875	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	2,500	-	2,500	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	2,950	2,098.56	851	29%	5,900
Hardware Purchase		117	-	117	700	-	700	100%	1,400
						-			
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	1,365.26	2,584.74	23,700.00	3,306.56	20,393.44	86%	47,400
Interest Earned/Misc Income			(0.07)			(0.45)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	82,749.01	5,652.17	530,407.50	396,222.92	134,184.58	25%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
7/7/2022									

Delinquent Accounts
As of 7/13/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Apr '22	May 31, 2022	7/30/2022	\$ 946.96	21383		Not 60 days, will email the following month		JT	7/12/2022
City of Burbank	Apr '22	May 31, 2022	7/30/2022	\$ 1,052.93	21373		Not 60 days, will email the following month		JT	7/12/2022
City of Colton	Apr '22	May 31, 2022	7/30/2022	\$ 900.99	21374		Not 60 days, will email the following month		JT	7/12/2022
EXTENET Systems	Mar '22	April 30, 2022	6/29/2022	\$ 814.78	21365	7/12/2022	Lmclean@EXTENETSYSTEMS.COM	JT	JT	6/7/2022
EXTENET Systems	Apr '22	May 31, 2022	7/30/2022	\$ 838.19	21397		Not 60 days, will email the following month		JT	7/12/2022
MCI Metro/ATS	Apr '22	May 31, 2022	7/30/2022	\$ 1,059.10	21384		Not 60 days, will email the following month		JT	7/12/2022
MCI Telecomm	Apr '22	May 31, 2022	7/30/2022	\$ 879.12	21385		Not 60 days, will email the following month		JT	7/12/2022
Teleport Comm. America, LLC-TCA	Mar '22	April 30, 2022	6/29/2022	\$ 1,096.77	21338	7/12/2022	TCAJPA@motiveis.com ; jcmckinney@att.com	JT	JT	6/7/2022
Teleport Comm. America, LLC-TCA	Apr '22	May 31, 2022	7/30/2022	\$ 1,134.41	21370		Not 60 days, will email the following month		JT	7/12/2022
T-Mobile USA, INC	Feb '22	March 31, 2022	5/30/2022	\$ 727.94	21323	6/7/2022, 7/12/2022	shenderson@synergy.cc	JT	JT	5/10/2022
T-Mobile USA, INC	Apr '22	May 31, 2022	7/30/2022	\$ 857.81	21387		Not 60 days, will email the following month		JT	7/12/2022
Verizon Wireless	Mar '22	April 30, 2022	6/29/2022	\$ 1,268.28	21337	7/12/2022	ATCJPA@motiveis.com ; marco.murillo@verizonwireless.com ; jharmon@motiveis.com ; kcasey@motiveis.com	JT	JT	6/7/2022
Verizon Wireless	Apr '22	May 31, 2022	7/30/2022	\$ 1,314.48	21369		Not 60 days, will email the following month		JT	7/12/2022
XO Comm	Apr '22	May 31, 2022	7/30/2022	\$ 908.28	21390		Not 60 days, will email the following month		JT	7/12/2022

TOTAL **\$ 13,800.04** Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee

 = Less than 80% but 50% or greater attendance

 = Less than 50% attendance

 = Excused absence

**SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
JULY 2021 - JUNE 2022**

		MBR CODE	2021 JULY	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	2022 JUNE	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1	1		1	1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1	1		1	1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1	1		1	1	1	1	1	1	11	100%	M	11
4	Crown Castle NG West Inc.	NG	1	1	1	1	1		1	1	1	1	1	1	11	100%	NG	11
5	AT&T California	H / T	1	1	1	1	1		1	1	1	1	1	1	11	100%	H / T	11
6	Golden State Water	SCW	1	1	1	1	1		1	1	1	1	1	1	11	100%	SCW	11
7	Time-Warner	TWC	1	1	1	1	1		1	1	1	1	1	1	11	100%	TWC	11
8	City of Azusa	MA	1	1	1	1	1		1	1	1	1	1	1	11	100%	MA	11
9	City of Burbank	B	1	1	1	1	1		1	1	1	1	1	1	11	100%	B	11
10	City of Glendale	A	1	1	1	1	1		1	1	1	1	1	1	11	100%	A	11
11	City of Vernon	V	1	1	1	1	1		1	1	1	1	1	1	11	100%	V	11
12	City of Banning	COB	1	1	1	1	1		1	1	1	1	1	1	11	100%	COB	11
13	T-Mobile, USA	PBM	1	1	1	1	1		1	1	1	1	1	1	11	100%	PBM	11
14	ATC Outdoor DAS	AMT	1	1	1	1	1		1	1	1	1	1	1	11	100%	AMT	11
15	XO Communications	NXT	1	1	1	1	1		1	1	1	1	1	1	11	100%	NXT	11
16	MCI/Metro	ATS	1	1	1	1	1		1	1	1	1	1	1	11	100%	ATS	11
17	MCI Communications	MCI	1	1	1	1	1		1	1	1	1	1	1	11	100%	MCI	11
18	Mobilite LLC	MOB	1	1	1	1	1		1	1	1	1	1	1	11	100%	MOB	11
19	ExteNet Systems	EXT	1	1	1	1	1		1	1	1	1	1	1	11	100%	EXT	11
20	Teleport Comm America	TCA	1	1	1	1	1		1	1	1	1	1	1	11	100%	TCA	11
21	Sprint Communications	FON	1	1	1	1	1		1	1	1	1	1	1	11	100%	FON	11
22	Sprint-Nextel	SPR	1	1	1	1	1		1	1	1	1	1	1	11	100%	SPR	11
23	Sonic Telecom, LLC	STL									1	1	1	1	4	100%	STL	4
24	AT&T Mobility	LAC	1	1	1	1	1		1	1	1	1	1	0	10	91%	LAC	11
25	Mpower/TelePacific	ICG	1	1	1	1	1		1	1	1	1	1	0	10	91%	ICG	11
26	Verizon Wireless	ATC	1	1	1	1	1		0	1	1	1	1	1	10	91%	ATC	11
27	City of Riverside	J	1	1	0	1	1		1	1	1	1	1	1	10	91%	J	11
28	City of Lompoc	LLW	1	1	1	0	1		1	1	1	1	1	1	10	91%	LLW	11
29	City of Anaheim	D	1	1	1	1	1		1	0	1	1	1	1	10	91%	D	11
30	City of Colton	F	0	0	1	1	1		1	1	1	1	1	1	9	90%	F	10
31	City of Pasadena	MP	1	1	0	1	1		1	1	1	0	1	1	9	82%	MP	11
	Total		29	29	28	29	30	0	29	29	31	30	31	29				

Member	A	ATC	ATS	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	NG	TWC	Totals	YTD
Joint JPAs Billed	14			42	263			8	9	25	54	2	16		433	3032
% of Joint JPAs Billed	0.032	0.000	0.000	0.097	0.607	0.000	0.000	0.018	0.021	0.058	0.125	0.005	0.037	0.000	1.00	
Joint JPAs Returned	21			52	324	2		15	11	4	153		8		590	1987
Total Joint JPAs Processed	35	0	0	94	587	2	0	23	20	29	207	2	24	0	1023	
Section 18.1F JPAs included in above								17			2				19	
Multi JPAs Billed	3				68	3		1	1	6	9	2	85		178	1096
% of Multi JPAs Billed	0.017	0.000	0.000	0.000	0.382	0.017	0.000	0.006	0.006	0.034	0.051	0.011	0.478	0.000	1.00	
Multi JPAs Returned	12	1	12		89	8	1	3	5	13	55	20	125	2	346	2237
Total Multi JPAs Processed	15	1	12	0	157	11	1	4	6	19	64	22	210	2	524	3333
Section 18.1F JPAs included in above		1	11				1	3	1				4	2	23	
Total # JPAs Billed	17	0	0	42	331	3	0	9	10	31	63	4	101	0	611	4128
% of JPAs Billed	0.028	0.000	0.000	0.069	0.542	0.005	0.000	0.015	0.016	0.051	0.103	0.007	0.165	0.000	1.00	
# of JPAs Returned															936	
Total JPAs Processed	50	1	12	94	744	13	1	27	26	48	271	24	234	2	1547	8352
% of JPAs Billed															39.50%	
% of JPAs returned															60.50%	
Member	A	ATC	ATS	BVE	E	EXT	F	FTR	H/T	LAC	M	MCI	NG	TWC	Totals	
Poles Billed (Joint JPAs)	38			72	1191			92	18	26	165	3	23		1628	11637
Poles Returned (joint)	278			619	1948	22		197	41	4	625		33		3767	14119
Poles Billed (Multi JPAs)	8				387	48		1	2	8	22	12	283		771	5584
Poles Returned (multi)	143	15	206		823	60	2	4	77	19	363	289	1211	9	3221	21557
Total # Poles Billed (Joint & Multi combined)	46	0	0	72	1578	48	0	93	20	34	187	15	306	0	2399	17221
% of Total Poles Billed (Joint & Multi combined)	0.019	0.000	0.000	0.030	0.658	0.020	0.000	0.039	0.008	0.014	0.078	0.006	0.128	0.000	1.00	
# of Poles Returned															6988	35676
Total Poles Processed	467	15	206	691	4349	130	2	294	138	57	1175	304	1550	9	9387	52897
% of Poles Billed															25.56%	
% of Poles returned															74.44%	
RETURN RATE # OF JPAS	66%	100%	100%	55%	56%	77%	100%	67%	62%	35%	77%	83%	57%	100%		
RETURN RATE # OF POLES	90%	100%	100%	90%	64%	63%	100%	68%	86%	40%	84%	95%	80%	100%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	1925
HELD OVER POLES	13045

Average poles/JPA in 2022	6.33
---------------------------	------

Actual JPAs/poles received from 5/4/2022 - 6/3/2022 (June Bill of Sale):		
	JPAS	POLES
SCE	2358	12743
OTHER MEMBERS	761	4495

	JPAS	POLES
SCE CALL BACKS	14	114

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)
Inspection JPAs Billed
Inspection Poles Billed

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
17	96
4729	28176

Overtime Only E Only: (JOINTS)
OVERTIME E SUBMITTED JPAs Billed
OVERTIME E SUBMITTED Poles Billed
OVERTIME E JPAs Processed (Billed + Memos)
OVERTIME E Poles Processed (Billed + Memos)

E's Overtime JPAs/Poles were not included in above table	E OT YTD
304	1709
1368	6040
381	2088
2177	9054

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI	RETURNED MULTI	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) 9285.83 (12 months)

***Regular time per month contingent upon (based on 2021 data):**

1. Multi received: 48% or lower.
2. Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Jun-22	1368	809	2177	304	77	381	155.25		14.02	62.84%	37.16%	79.79%	20.21%
Totals	6040	3014	9054	1709	379	2088	679.25						

Average poles/hour goal: 12.10

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

FORECAST UPDATED BASED ON ACTUAL DATA JUN 2022 B/S (updated 7/13/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (5/18/2022 meeting)	Number of Poles Members will send to the SCJPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

8/5 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
8/5 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles
8/5 4/22	Actual number of poles members sent to the SCJPC:	11,040.00 poles
8/5 5/22	Actual number of poles members sent to the SCJPC:	4,256.00 poles
8/5 6/22	Actual number of poles members sent to the SCJPC:	17,238.00 poles

SCJPC to process poles/month Forecast		Overtime	Total Poles	Processed poles forecast monthly Assuming SCJPC WILL work overtime 126.98 hours per month
	Regular time forecast	forecast	forecast	
	8542.24	1536.46	10,078.70	

SCJPC processed poles (actual #) Actual Data		Overtime	Total Poles	Bill of	Actual pole processed
	Regular time (actual)	(Actual)	(Actual)	Sale	
	9387	2177	11,564.00	B/S 6/22	

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCJPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
Apr-22	SCJPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCJPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE 18.1F reg time)	(12.00)			
Apr-22	SCJPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs)-SCE	1,042.00		Poles	Actual
May-22	Poles received from all other members this month (new JPAs)-NON SCE	3,214.00		Poles	Actual
May-22	SCJPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCJPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCJPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCJPC processed (NON SCE 18.1F reg time)	-			
May-22	SCJPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
End of May 2022	Balance (backlog is included)		7,477.00	Poles	End of May 2022 bill of sale
Jun-22	Internal adjustment (correction)	-		Poles	Actual
Jun-22	Poles received from SCE this month (new JPAs)-SCE	12,743.00		Poles	Actual
Jun-22	Poles received from all other members this month (new JPAs)-NON SCE	4,495.00		Poles	Actual
Jun-22	Poles SCE JPC COR	2.00			
Jun-22	Poles NON JPC COR	6.00			
Jun-22	SCJPC processed (SCE reg time)	(4,347.00)		Poles	Actual
Jun-22	SCJPC processed (SCE 18.1F reg time)	(537.00)		Poles	Actual
Jun-22	SCJPC processed (NON SCE reg time)	(4,495.00)		Poles	Actual
Jun-22	SCJPC processed (NON SCE 18.1F reg time)	-			
Jun-22	Poles SCE JPC COR	(2.00)			
Jun-22	Poles NON SCE JPC COR	(6.00)			
Jun-22	SCJPC processed during overtime	(2,177.00)		Poles	Actual
Jun-22	SCE Call Backs	(114.00)		Poles	Actual
End of June 2022	Balance (backlog is included)		13,045.00	Poles	End of June 2022 bill of sale
Jul-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Jul-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		16,275.48	Poles	
Aug-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Aug-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		19,505.96	Poles	
Sep-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Sep-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		22,736.44	Poles	
Oct-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Oct-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		25,966.92	Poles	
Nov-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Nov-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		29,197.40	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		32,427.88	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		35,658.36	Poles	

*Regular time per month contingent upon (based on 2021 data):

- Multi received: 48% or lower.
- Complexity of multi JPAs.
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
- The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
- Staff availability.

Southern California Joint Pole Committee

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August 17, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 9:58 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Camile Bowie	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Troy Stanard	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Alvin Robielos	AT&T California
Mr. Earle Carrion	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Megan LaMon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yvonne Johnson	Teleport Communications America
Ms. Amanda Lindgren	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Anthony Ghilardi	City of Pasadena
Ms. Ashley Romero	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Dianell Caamano	AT&T Mobility
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguilar	City of Colton
Mr. Richard Soriano	City of Banning
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Claudia Arellano	City of Vernon
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Mr. Mark Denning	M-Power Communications

Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Ms. Renzo Garzon	Mobilitie, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:58 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 the review of the **July 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Mr. Treepaisan stated there are a few past due in red.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on July 26, 2022. She reviewed some JPAs with the staff. Member to purchase interest per Section 3.1 with an older year set of 1964. Ms. Allen advise the staff to bill per Section 3.1 rules using the 1964 year set pole prices and billing code one. The older year set with Section 3.1 should not fool the billers. Section 7.7 where the Unauthorized Member is charging authorized costs. Ms. Allen reminded the billers to bill the authorized costs with a billing code five with 0 amount. Billers are not to return the JPA via memo requesting for the authorized costs to be removed. JPAs with Section 4.1 showing only one additional foot unauthorized. Billers are to bill the unauthorized foot only. Billers are not to add in the owners shared amount since the pole is already joint and only one foot is unauthorized. JPAs that show *no cost to member for the entire JPA*. Ms. Allen told the billers per the note that member could bill. For example, JPA shows NO COST TO FTR FOR ENTIRE JPA. FTR cannot be billed. However, FTR could bill. JPA shows Section 7.X and old pole does not have a tenant on record side. Under Nature of Work, it shows Section 13.3, and a note *TN exists in field*. Billers are to accept, process, and not return the JPA via memo. JPAs that have a pulling routine as LTD. Billers are to accept and process the JPA. Biller to bill as LTD. No PB needed. Billers are not to return JPA via memo asking for PB. JPAs that have a pulling routine as PB. Billers are to accept and process the JPA. Biller to process as PB. No LTD needed. Billers are not to return JPA via memo asking for LTD. Members that show GUY/GUY on Record Side of JPA then on Proposed Side of the JPA they have grade and space. Billers are to divide the useable footage between the members and bill as grade and space to the incoming member. For example, E and FTR are GUY/GUY on Record Side of the JPA. On Proposed they now show E 34-4 FTR 23-5 incoming member 24-1. When billers figure out who charges the incoming party E and FTR both have five feet each of the usable footage.

Pole is 40' and usable footage is 10'. Since E is 34-4, clearly showing they lost one foot, E/FTR would charge the incoming party the owners shared cost and E would charge the one foot where the incoming member is attaching.

Billers are not to return via memo asking for that previously attached owner who was (GUY) to purchase interest.

Ms. Black stated she had a few questions. A GUY pole doesn't have safety clearance zone, therefore; the grade and space calculation are done accordingly without safety clearance zone. Ms. Black inquired when allocating grade and space on a regular pole all the usable footage should be allocated. Ms. Allen replied correct and if that is incorrect to please let her know. That was the way Ms. Allen was trained years ago. Ms. Black stated that is her understanding as well. Ms. Black then inquired about Section 4.1 additional one foot unauthorized. Ms. Black stated she assumes they didn't purchase additional grade, so they are in the field occupying more space. Ms. Allen stated she is unsure of the scenario out in the field; however, the pole came in as only one additional foot being unauthorized. Since the utilities are already joint on the pole the billers are to only bill the one foot as unauthorized and do not include the owners shared cost. Ms. Allen inquired if Ms. Black would like her to go over the example in detail with her offline. Ms. Black stated that would be great.

Ms. Allen to email Ms. Black example and discuss offline.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for July 2022 bill of sale the office processed 8,830 poles. 1,813 JPAs or 12,329 poles are being held over. The average poles per JPA for 2022 is 6.22 poles a JPA. Last year was about 5.26 poles a JPA. The average poles per JPA have increased this year.

There were no questions or comments.

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

SCJPC Office update:

- Office productivity without OT
- OT spreadsheet
- New forecast: members will send 13,309 poles a month.
- Friend Pro testing.

Ms. Pranata displayed the *Productivity without Overtime* table and stated three employees had some vacation days and the reason the number of processed poles were a bit lower this month. The staff were able to process 8,830 poles.

Ms. Pranata then displayed the SCJPC – *OVERTIME Monthly update* and stated the staff worked about 224 hours of overtime and 3,067 poles were processed during overtime. Mr. Treepaisan stated the staff worked some extra hours and processed more poles. Mr. Treepaisan added good job.

Ms. Pranata then displayed the *FORECAST UPDATED BASED ON ACTUAL DATA*

JUN 2022 B/S (updated 7/13/2022). Ms. Pranata stated she forgot to update the bill of sale and the information is for July 2022. Ms. Pranata stated she updated the spreadsheet to include July bill of sale numbers. The office received 11,371 poles for July 2022 bill of sale and the staff processed 11,897 poles which includes overtime. The backlog balance is 12,329 poles. Mr. Treepaisan commented it looks like it is going down.

Billing Errors/ Questions

Question on a finalize JPA - Mr. Parra City of Riverside

Mr. Parra stated he had a question on a finalized JPA. He will speak with the other parties offline as well but would like to bring it up for discussion. On a JPA a utility is changing the tenant for purchasing space onto the pole. Looking at the billing, the owners are having to pay the purchaser. Mr. Parra doesn't think that is the way it works. Mr. Parra inquired why would City of Riverside have to pay the incoming member who is purchasing space on their pole. Ms. Allen inquired if the JPA was finalized. Mr. Parra stated yes, and he received a Form 44 on the JPA. Ms. Allen inquired if Mr. Parra could email her the JPA. Therefore, she could review prior to advising. Mr. Parra stated yes.

Mr. Parra to email Ms. Allen the JPA and Ms. Allen will review and explain billing to Mr. Parra.

JPA Training

- *Action item from February 2022: Ms. LaFrenais to explore a list of retired vendors for training purposes*
- *Action item from February 2022: Mr. Treepaisan to research and optimize examples for JPAs*
- *Action item from June 2022: Ms. LaFrenais to send itinerary/overview outline to Mr. Treepaisan regarding the retired vendor.*
- *Action item from July 2022: Ms. Treepaisan to go over the itinerary and look up some logistics for the JPA training*

Ms. Pranata opened and reported that the Basic JPA Training is scheduled for later that day. The subcommittee was reopened last month. Ms. Pranata inquired if the committee would like to move this agenda bullet to the Basic JPA Training ad hoc committee or keep it in Operating Committee. Ms. LaFrenais stated she thinks it should be moved to the Basic JPA Committee. Mr. Treepaisan stated he is fine with moving it to the subcommittee because it would fit in the category of training. Mr. Treepaisan stated he wanted to make some comments first. He did review the itinerary and he did solicit a couple of vendors. However, he did not get much interest in formal training. But there was some interest for retired vendors that may be open to answering phone calls and that nature. Kind of like how a lawyer and retainer work. Mr. Treepaisan then stated going over the itinerary the items identified do seem like important items to know to process a JPA. Going over the Form 2 in the Routine Handbook, for example, there are three examples explaining how to fill out Forms; but Mr. Treepaisan is unsure if the examples are inadequate or what. It seems to Mr. Treepaisan the issue wasn't so much the formal training or reviewing step by step examples in the Routine Handbook it is the practitioner of it. The committee could go over the formal training, but it is

going to be a while before one figures out exactly what kind of construction is going on and how that relates to items in the Routine Handbook. Mr. Treepaisan stated formal training or revising examples could be done but it is going to be the experience of doing the job that gets people proficient. Mr. Treepaisan stated to move this out of the Operating Committee into Basic JPA Training. Mr. Treepaisan would be open to reviewing comparing and contrasting what is needed in the itinerary and what is in the examples. And if the examples need revising the committee could do that. But the examples that Mr. Treepaisan looked at seems to cover it all. Ms. LaFrenais stated she is unsure how the other members feel but looking at Ms. Pranata's numbers of how many rejects there are some sorting of training is needed or required. Mr. Treepaisan stated that he agrees with Ms. LaFrenais and that it is also a double edge sword because the members are submitted those JPAs. Mr. Treepaisan then stated he had another thought of taking a random sample of JPAs submitted and maybe the members take those rejections and thoroughly vet through and review them. There might be more than one mistake and if the members don't thoroughly review the entire JPA that is on the member. Mr. Carrion stated he has no problem moving this bullet item to Basic JPA Training. What he thinks is being experienced is that members have different interpretation of the process. Someone interprets it one way or another way. Crown Castle has JPAs that get approved throughout the entire process and once sent to billing the JPA gets rejected. What was sent to billing was what was approved. Mr. Carrion continued that clearly there is a misinterpretation what people think is right and what's ultimately right. All members need to get on the same page.

After some further discussion it was agreed to move this out of Operating Committee into Basic JPA Training for further discussion.

There were no further questions or comments.

MISC

There were no miscellaneous.

Review of Action Items:

- Move bullet item *JPA Training* to the Basic JPA Training ad hoc committee.

The meeting adjourned at 10:27 a.m. until September 21, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		July 31, 2022			YTD Through July, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	3 PAYDAYS WITH OT	51,787	80,201.50	(28,415)	362,506	370,589.13	(8,083)	-2%	621,439
Regular (Budgeted)		79,085.50				-	-		
Non Budgeted		1,116.00				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,472.42	367	47,874	45,822.94	2,051	4%	82,070
Health/Dental		6,472.42				-	-		
Life (quarterly)						-	-		
Payroll Taxes	3 PAYDAYS	4,143	5,748.14	(1,605)	29,000	27,973.03	1,027	4%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	1,604	1,763.81	(160)	-10%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33	-	33	233	3.99	229	98%	400
Telecommuting Reimbursement	semi-annual	96	-	96	672	576.00	96	14%	1,152
PENSION EXPENSE									
Contribution-SEP IRA	3 PAYDAYS	5,438	8,038.12	(2,601)	38,063	37,528.38	535	1%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
MONTHLY RECURRING									
Rent		9,612	9,700.60	(89)	67,282	66,323.74	958	1%	115,340
Alarm System		55	-	55	385	347.94	37	10%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	514.09	336	5,950	3,543.57	2,406	40%	10,200
Cisco WebEx Online Meeting		69	69.00	-	483	483.00	-	0%	828
Postage & Shipping		25	8.95	16	175	71.60	103	59%	300
Business/Property Insurance	Pro-Rated	167	-	167	1,167	1,509.76	(343)	-29%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	9.75	(1)	58	9.75	49	83%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		July 31, 2022			YTD Through July, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM						-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,192.00	25	8,517	9,056.50	(540)	-6%	14,600
FRIEND Support		700	400.00	300	4,900	2,800.00	2,100	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	9,018	8,155.78	863	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	1,383	1,382.50	-	0%	2,370
Computer (repair, maintenance, supplies)		158	-	158	1,108	538.24	570	51%	1,900
						-			
PRINTING & SUPPLY						-	-		
Office Printing		13	-	13	88	-	88	100%	150
Office Supplies		108	144.19	(36)	758	153.72	605	80%	1,300
						-	-		
						-	-		
CONTRACT SERVICES						-	-		
CPA/Auditor		417	-	417	2,917	-	2,917	100%	5,000
Attorney*		542	499.00	43	3,792	2,994.00	798	21%	6,500
						-	-		
GENERAL EXPENSE						-	-		
Payroll Service Fees		93	93.00	0	653	651.00	2	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	58	-	58	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	45.00	(16)	204	60.00	144	71%	350
Seminars, professional development, & tuition		117	-	117	817	464.46	352	43%	1,400
Team Building	QUARTERLY	167	-	167	1,167	818.66	348	30%	2,000
Member Retirement plaques		33	-	33	233	-	233	100%	400
Scan & shred document	1 box per year	13	-	13	93	-	93	100%	160
Total Operating Expenses		84,451.25	114,741.09	(30,289.84)	591,158.75	583,944.56	7,443.92	1%	1,013,415

3

[illegible]

Delinquent Accounts
As of 8/10/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

					PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell					
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Apr '22	May 31, 2022	7/30/2022	\$ 946.96	21383	8/9/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	GV	JT	7/12/2022
AT&T Mobility	May '22	June 30, 2022	8/29/2022	\$ 961.74	21415		Not 60 days, will email the following month		GV	8/9/2022
City of Colton	Apr '22	May 31, 2022	7/30/2022	\$ 900.99	21374	8/9/2022	Email sent to Aaguilar@coltonca.gov; adunning@coltonca.gov	GV	JT	7/12/2022
City of Colton	May '22	June 30, 2022	8/29/2022	\$ 915.01	21406		Not 60 days, will email the following month		GV	8/9/2022
EXTENET Systems	Mar '22	April 30, 2022	6/29/2022	\$ 814.78	21365	7/12/2022; 8/9/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM	JT, GV	JT	6/7/2022
EXTENET Systems	Apr '22	May 31, 2022	7/30/2022	\$ 838.19	21397	8/9/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM	GV	JT	7/12/2022
EXTENET Systems	May '22	June 30, 2022	8/29/2022	\$ 854.60	21429		Not 60 days, will email the following month		GV	8/9/2022
MCI Metro/ATS	June '22	June 30, 2022	8/29/2022	\$ 1,076.29	21416		Not 60 days, will email the following month		GV	8/9/2022
MCI Telecomm. (MCI)	May '22	June 30, 2022	8/29/2022	\$ 893.35	21417		Not 60 days, will email the following month		GV	8/9/2022
M-Power (ICG)	MAY '22	June 30, 2022	8/29/2022	\$ 865.43	21414		Not 60 days, will email the following month		GV	8/9/2022
Sprint Comm. L.P. (FON)	May '22	June 30, 2022	8/29/2022	\$ 845.48	21427		Not 60 days, will email the following month		GV	8/9/2022
Sprint Nextel Corp.	May '22	June 30, 2022	8/29/2022	\$ 878.53	21412		Not 60 days, will email the following month		GV	8/9/2022
Teleport Comm. America, LLC-TCA	Apr '22	May 31, 2022	7/30/2022	\$ 1,134.41	21370	8/9/2022	Email sent to TCAJPA@motiveis.com; jcmckinney@att.com	GV	JT	7/12/2022
Time Warner Cable (TWN)	May '22	June 30, 2022	8/29/2022	\$ 561.23	21424		Not 60 days, will email the following month		GV	8/9/2022
Time Warner Cable (TWS)	May '22	June 30, 2022	8/29/2022	\$ 483.15	21423		Not 60 days, will email the following month		GV	8/9/2022
T-Mobile USA, (PBM)	Feb '22	March 31, 2022	5/30/2022	\$ 727.94	21323	6/7/2022, 7/12/2022, 8/9/2022	shenderson@synergy.cc	JT, GV	JT	5/10/2022
T-Mobile USA, (PBM)	Apr '22	May 31, 2022	7/30/2022	\$ 857.81	21387	8/9/2022	Email sent to shenderson@synergy.cc	GV	JT	7/12/2022
T-Mobile USA, (PBM)	May '22	June 30, 2022	8/29/2022	\$ 871.70	21419		Not 60 days, will email the following month		GV	8/9/2022
Verizon Wireless	Mar '22	April 30, 2022	6/29/2022	\$ 1,268.28	21337	7/12/2022; 8/9/2022	ATCJPA@motiveis.com; marco.murillo@verizonwireless.com; jharmon@motiveis.com; kcasey@motiveis.com	JT, GV	JT	6/7/2022
Verizon Wireless	May '22	June 30, 2022	8/29/2022	\$ 1,335.88	21401		Not 60 days, will email the following month		GV	8/9/2022
XO Communication (NXT)	May '22	June 30, 2022	8/29/2022	\$ 922.99	21422		Not 60 days, will email the following month		GV	8/9/2022

TOTAL

\$ 18,954.74

Past Due notices emailed out monthly - after 60 days past due

Delinquent Accounts - 30 Days past due. Past due notices will be sent out when 60 days have elapsed.

Z:\ACCOUNTING INFO\Accounts Receivable\ACCT REC PAST DUE EXCEL FILES\ACCTREC-Member Delinquent Accounts 08092022.xlsx

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
AUGUST 2021 - JULY 2022

		MBR CODE	2021 AUG	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	2022 JUNE	2022 JULY	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1	1		1	1	1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1	1		1	1	1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1	1		1	1	1	1	1	1	1	11	100%	M	11
4	Crown Castle NG West Inc.	NG	1	1	1	1		1	1	1	1	1	1	1	11	100%	NG	11
5	AT&T California	H / T	1	1	1	1		1	1	1	1	1	1	1	11	100%	H / T	11
6	Golden State Water	SCW	1	1	1	1		1	1	1	1	1	1	1	11	100%	SCW	11
7	Time-Warner	TWC	1	1	1	1		1	1	1	1	1	1	1	11	100%	TWC	11
8	City of Azusa	MA	1	1	1	1		1	1	1	1	1	1	1	11	100%	MA	11
9	City of Burbank	B	1	1	1	1		1	1	1	1	1	1	1	11	100%	B	11
10	City of Glendale	A	1	1	1	1		1	1	1	1	1	1	1	11	100%	A	11
11	City of Vernon	V	1	1	1	1		1	1	1	1	1	1	1	11	100%	V	11
12	City of Banning	COB	1	1	1	1		1	1	1	1	1	1	1	11	100%	COB	11
13	T-Mobile, USA	PBM	1	1	1	1		1	1	1	1	1	1	1	11	100%	PBM	11
14	ATC Outdoor DAS	AMT	1	1	1	1		1	1	1	1	1	1	1	11	100%	AMT	11
15	XO Communications	NXT	1	1	1	1		1	1	1	1	1	1	1	11	100%	NXT	11
16	MCI/Metro	ATS	1	1	1	1		1	1	1	1	1	1	1	11	100%	ATS	11
17	MCI Communications	MCI	1	1	1	1		1	1	1	1	1	1	1	11	100%	MCI	11
18	Mobilite LLC	MOB	1	1	1	1		1	1	1	1	1	1	1	11	100%	MOB	11
19	Teleport Comm America	TCA	1	1	1	1		1	1	1	1	1	1	1	11	100%	TCA	11
20	Sprint Communications	FON	1	1	1	1		1	1	1	1	1	1	1	11	100%	FON	11
21	Sprint-Nextel	SPR	1	1	1	1		1	1	1	1	1	1	1	11	100%	SPR	11
22	City of Colton	F	0	1	1	1		1	1	1	1	1	1	1	10	100%	F	10
23	Sonic Telecom, LLC	STL								1	1	1	1	1	5	100%	STL	5
24	ExteNet Systems	EXT	1	1	1	1		1	1	1	1	1	1	0	10	91%	EXT	11
25	Mpower/TelePacific	ICG	1	1	1	1		1	1	1	1	1	0	1	10	91%	ICG	11
26	Verizon Wireless	ATC	1	1	1	1		0	1	1	1	1	1	1	10	91%	ATC	11
27	City of Lompoc	LLW	1	1	0	1		1	1	1	1	1	1	1	10	91%	LLW	11
28	City of Anaheim	D	1	1	1	1		1	0	1	1	1	1	1	10	91%	D	11
29	AT&T Mobility	LAC	1	1	1	1		1	1	1	1	1	0	0	9	82%	LAC	11
30	City of Riverside	J	1	0	1	1		1	1	1	1	1	1	0	9	82%	J	11
31	City of Pasadena	MP	1	0	1	1		1	1	1	0	1	1	0	8	73%	MP	11
	Total		29	28	29	30	0	29	29	31	30	31	29	27				

Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LAC	LLW	M	MCI	NG	NXT	Totals	YTD
Joint JPAs Billed				2	462			8	3	1	53	1	21		551	984
% of Joint JPAs Billed	0.000	0.000	0.000	0.004	0.838	0.000	0.000	0.015	0.005	0.002	0.096	0.002	0.038	0.000	1.00	
Joint JPAs Returned			1		194	1		10	1		60	3	7		277	867
Total Joint JPAs Processed	0	0	1	2	656	1	0	18	4	1	113	4	28	0	828	
Section 18.1F JPAs included in above															0	
Multi JPAs Billed					141	4		4	2		7	2	40		200	378
% of Multi JPAs Billed	0.000	0.000	0.000	0.000	0.705	0.020	0.000	0.020	0.010	0.000	0.035	0.010	0.200	0.000	1.00	
Multi JPAs Returned	1	6			107	5	3	17	3		25	53	131	1	352	698
Total Multi JPAs Processed	1	6	0	0	248	9	3	21	5	0	32	55	171	1	552	1076
Section 18.1F JPAs included in above															0	
Total # JPAs Billed	0	0	0	2	603	4	0	12	5	1	60	3	61	0	751	1362
% of JPAs Billed	0.000	0.000	0.000	0.003	0.803	0.005	0.000	0.016	0.007	0.001	0.080	0.004	0.081	0.000	1.00	
# of JPAs Returned															629	
Total JPAs Processed	1	6	1	2	904	10	3	39	9	1	145	59	199	1	1380	2927
% of JPAs Billed															54.42%	
% of JPAs returned															45.58%	
Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LAC	LLW	M	MCI	NG	NXT	Totals	
Poles Billed (Joint JPAs)				6	1843			17	4	2	201	1	48		2122	3750
Poles Returned (joint)			2		1418	9		58	2		239	14	23		1765	5532
Poles Billed (Multi JPAs)					812	61		5	3		20	4	67		972	1743
Poles Returned (multi)	7	109			1074	85	13	319	4		137	779	1437	7	3971	7192
Total # Poles Billed (Joint & Multi combined)	0	0	0	6	2655	61	0	22	7	2	221	5	115	0	3094	5493
% of Total Poles Billed (Joint & Multi combined)	0.000	0.000	0.000	0.002	0.858	0.020	0.000	0.007	0.002	0.001	0.071	0.002	0.037	0.000	1.00	
# of Poles Returned															5736	12724
Total Poles Processed	7	109	2	6	5147	155	13	399	13	2	597	798	1575	7	8830	18217
% of Poles Billed															35.04%	
% of Poles returned															64.96%	
RETURN RATE # OF JPAS	100%	100%	100%	0%	33%	60%	100%	69%	44%	0%	59%	95%	69%	100%		
RETURN RATE # OF POLES	100%	100%	100%	0%	48%	61%	100%	94%	46%	0%	63%	99%	93%	100%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	1813
HELD OVER POLES	12329

Average poles/JPA in 2022	6.22
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Actual JPAs/poles received from 6/6/2022 - 7/5/2022 (July Bill of Sale):		
	JPAS	POLES
SCE	1659	8903
OTHER MEMBERS	397	2468

	JPAS	POLES
SCE CALL BACKS	25	261

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
14	31
4062	8791

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
659	963
2188	3556
769	1150
3067	5244

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT	RETURNED JOINT	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI	RETURNED MULTI	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
			#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!						

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) **8953.50** (12 months)

***Regular time per month contingent upon (based on 2021 data):**

- Multi received: 48% or lower.
- Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Jun-22	1368	809	2177	304	77	381	155.25		14.02	62.84%	37.16%	79.79%	20.21%
Jul-22	2188	879	3067	659	110	769	224.75		13.65	71.34%	28.66%	85.70%	14.30%
Totals	8228	3893	12121	2368	489	2857	904						

Average poles/hour goal: 12.10

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

FORECAST UPDATED BASED ON ACTUAL DATA JUN 2022 B/S (updated 7/13/2022)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCIPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCIPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (5/18/2022 meeting)	Number of Poles Members will send to the SCIPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

B/S 2/22	Actual number of poles members sent to the SCIPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCIPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCIPC:	11,040.00 poles
B/S 5/22	Actual number of poles members sent to the SCIPC:	4,256.00 poles
B/S 6/22	Actual number of poles members sent to the SCIPC:	17,238.00 poles
B/S 7/22	Actual number of poles members sent to the SCIPC:	11,371.00 poles

SCIPC to process poles/month	Regular time forecast	Overtime forecast	Total Poles forecast	
Forecast	8542.24	1536.46	10,078.70	Processed poles forecast monthly
Assuming SCIPC WILL work overtime 126.98 hours per month				

SCIPC processed poles (actual #)	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	
Actual Data	8830	3067	11,897.00	B/S 7/22	Actual pole processed

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		7,679.00			
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		3,538.00			
Feb-22	SCIPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCIPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCIPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		7,018.00			
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,759.00			
Mar-22	SCIPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCIPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCIPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCIPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		8,176.00			
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,864.00			
Apr-22	SCIPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCIPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE 18.1F reg time)	(12.00)		Poles	Actual
Apr-22	SCIPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		1,042.00			
May-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		3,214.00			
May-22	SCIPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCIPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCIPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
May-22	SCIPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
End of May 2022	Balance (backlog is included)		7,477.00	Poles	End of May 2022 bill of sale
Jun-22	Internal adjustment (correction)	-		Poles	Actual
Jun-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		12,743.00			
Jun-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		4,495.00			
Jun-22	Poles SCE JPC COR	2.00		Poles	Actual
Jun-22	Poles NON SCE JPC COR	6.00		Poles	Actual
Jun-22	SCIPC processed (SCE reg time)	(4,347.00)		Poles	Actual
Jun-22	SCIPC processed (SCE 18.1F reg time)	(537.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE reg time)	(4,495.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jun-22	SCIPC processed Poles SCE JPC COR	(2.00)		Poles	Actual
Jun-22	SCIPC processed Poles NON SCE JPC COR	(6.00)		Poles	Actual
Jun-22	SCIPC processed during overtime	(2,177.00)		Poles	Actual
Jun-22	SCE Call Backs	(114.00)		Poles	Actual
End of June 2022	Balance (backlog is included)		13,045.00	Poles	End of June 2022 bill of sale
Jul-22	Internal adjustment (correction)	4.00		Poles	Actual
Jul-22	Poles received from SCE this month (new JPAs) SCE			Poles	Actual
		8,903.00			
Jul-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,468.00			
Jul-22	Poles SCE JPC COR	-		Poles	Actual
Jul-22	Poles NON SCE JPC COR	9.00		Poles	Actual
Jul-22	SCIPC processed (SCE reg time)	(5,089.00)		Poles	Actual
Jul-22	SCIPC processed (SCE 18.1F reg time)	(1,206.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE reg time)	(2,468.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jul-22	SCIPC processed Poles SCE JPC COR	-		Poles	Actual
Jul-22	SCIPC Processed Poles NON SCE JPC COR	(9.00)		Poles	Actual
Jul-22	SCIPC processed during overtime	(3,067.00)		Poles	Actual
Jul-22	SCE Call Backs	(261.00)		Poles	Actual
End of July 2022	Balance (backlog is included)		12,329.00	Poles	End of July 2022
Aug-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Aug-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		15,559.48	Poles	
Sep-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Sep-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		18,789.96	Poles	
Oct-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Oct-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		22,020.44	Poles	
Nov-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Nov-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		25,250.92	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		28,481.40	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		31,711.88	Poles	

*Regular time per month contingent upon (based on 2021 data):

1. Multi received: 48% or lower.
2. Complexity of multi JPAs.
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

Southern California Joint Pole Committee

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San Dimas, CA 91773
Phone (909) 599-3801
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September 21, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 10:01 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Alvin Robielos	AT&T California
Mr. Joe Serrato	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Megan LaMon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. John Vu	City of Anaheim
Ms. Yvonne Johnson	Teleport Communications America
Mr. Arturo Garcia	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Mina Shehata	City of Burbank
Mr. Anthony Ghilardi	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguilar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Ms. Erica Cassadas	City of Banning
Mr. Dave Campo	City of Lompoc
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems

Ms. Heidi Seropian	Extenet Systems
Ms. Renzo Garzon	Mobilitie, LLC
Mr. Kenneth Haley Jr.	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:01 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 the review of the **August 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Mr. Treepaisan inquired if the list is getting longer for the delinquent accounts. Ms. Pranata replied yes and explained the post office did not deliver the mail for a week in July 2022. Ms. Pranata submitted an inquiry and the post office stated that they did not deliver the mail elsewhere. Ms. Pranata is unsure why there was no delivery for that week. Ms. Pranata assumes some of the payments were lost during that week. Ms. Pranata did contact a couple of the entities and the checks were not cashed. Ms. Pranata advised them it would be best to put a stop payment on those checks. Ms. Pranata spoke with both Edison and LA DWP and they did verify that the checks were not cashed and would put a stop payment on those checks and reissue new checks. Ms. Pranata stated she will reach out to the other entities listed and ask them to double check with their bank if those checks were cashed. Ms. Pranata added they are from June 2022 invoice month, and she does not believe any of the checks were stolen and just lost. Mr. Treepaisan stated that Ms. Pranata did the right thing asking the entities to stop payment on those checks.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. Ms. Pranata stated there was 100% attendance last month. Ms. LaFrenais stated that the Attendance sheet still shows Bear Valley Electric as Golden State Water still. Ms. Pranata apologized and said she would fix it.

There were no further questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she did not have a staff meeting last month.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for August 2022 bill of sale the office processed 9,686 poles and the return rate was 64%. The staff worked overtime last month and processed 3,426 poles. Edison hold overs were 909 JPAs or 7,662 poles. Mr. Treepaisan stated

a lot more poles came in and the staff got a lot more out. He added he was impressed. Ms. Pranata stated some of the staff are really happy with the overtime and would like to continue working overtime, which is great news for everyone.

There were no further questions or comments.

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

SCJPC Office update:

- *Office productivity without OT*
- *OT spreadsheet*
- *Forecast updated*

Ms. Pranata displayed the *Productivity without Overtime* table and the average poles processed monthly for the last 12 months was 8,885 poles and like Ms. Pranata stated earlier the staff processed 9,688 poles for last month.

Ms. Pranata then displayed the SCJPC – *OVERTIME Monthly update* and stated the staff worked about 246 additional hours of overtime and 3,426 poles were processed during overtime. Mr. Treepaisan stated the overtime hours are going up and he also sees the number of poles getting knocked out going up as well. Mr. Treepaisan stated that is a good thing.

Ms. Pranata then displayed the *FORECAST UPDATED BASED ON ACTUAL DATA AUG 2022 B/S (updated 9/14/2022)*. Ms. Pranata stated that SCJPC did not receive a lot of poles for August 2022 bill of sale. Only 8,590 poles were received. The staff processed 9,686 poles during regular time and 3,426 poles during overtime with a total of 13,112 poles processed in August 2022 bill of sale. Mr. Treepaisan stated that is a huge reduction going down from 12,000 poles to 7,000 poles. Ms. Pranata explained that is because SCJPC didn't receive a lot of poles last month. The forecast shows the members were to send in 13,000 poles a month; however, SCJPC received less than 9,000 poles for August 2022 bill of sale.

Ms. Pranata reported that the Administrative Aide in training was released at the end of last month. It did not work out with her. Currently, Ms. Pranata is looking for new admin aides. Mr. Treepaisan inquired if the staffing agency suggested offering a higher wage for a better quality candidate. Ms. Pranata stated she did not hear from the staffing agency for about two to three weeks and if Ms. Pranata would offer more per hour she would get better candidates. Mr. Treepaisan inquired what was the last rate offered. Ms. Pranata stated the Administrative Board approved a lower rate by \$2 less an hour opposed to what the staffing agency suggested. Mr. Treepaisan stated a little more than 10% and stated he would put some thought into it. Mr. Treepaisan inquired if Ms. Pranata is looking for someone now. Ms. Pranata stated yes, and that the staffing agency sent her four resumes and Ms. Pranata plans on interviewing them. Mr. Treepaisan stated let's see how that goes and maybe next month the committee can revisit the wages. Ms. Pranata stated that the committee does need to review the salary table and inquired if she should add it to the agenda for next month. Mr. Treepaisan stated to add to the agenda, and he thinks it is due for 2022. Ms. Pranata stated yes, and she will add to next month's Operating Agenda.

There were no further questions or comments.

Billing Errors/Questions

There were none.

Pole calls and lat./long. database update. Approximately \$2000 fee to update

Ms. Pranata opened and reported this was from the Computer Committee ad hoc and she received updated pole classes and LA DWP submitted their lat./longs. as well. The last time the programmer did an update they charge about \$2,000.00. Ms. Pranata needs an approval from the Operating Committee to move forward with the update. Mr. Treepaisan inquired if there were any objections. Hearing none Ms. Pranata is to move forward with the pole class and lat./long. update.

There were no further questions or comments.

MISC

There were no miscellaneous.

Review of Action Items:

- The members will come back next month to revisit the salary and wages of the office.

The meeting adjourned at 10:15 a.m. until October 19, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		August 31, 2022			YTD Through August, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	WITH OT	51,787	59,942.34	(8,156)	414,293	430,531.47	(16,239)	-4%	621,439
Regular (Budgeted)		55,685.07				-	-		
Non Budgeted		4,257.27				-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,504.72	334	54,713	52,327.66	2,386	4%	82,070
Health/Dental		6,504.72				-	-		
Life (quarterly)						-	-		
						-	-		
Payroll Taxes		4,143	4,037.88	105	33,143	32,010.91	1,132	3%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	1,833	2,005.64	(172)	-9%	2,750
Miscellaneous expenses/ Travel mileage reimbursement	Document lockbox	33	109.81	(76)	267	113.80	153	57%	400
Telecommuting Reimbursement	semi-annual	96	-	96	768	576.00	192	25%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	5,704.44	(267)	43,501	43,232.82	268	1%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
MONTHLY RECURRING									
Rent		9,612	9,700.60	(89)	76,893	76,024.34	869	1%	115,340
Alarm System		55	-	55	440	347.94	92	21%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	514.09	336	6,800	4,057.66	2,742	40%	10,200
Cisco WebEx Online Meeting		69	69.00	-	552	552.00	-	0%	828
Postage & Shipping		25	8.95	16	200	80.55	119	60%	300
Business/Property Insurance	Pro-Rated	167	-	167	1,333	1,509.76	(176)	-13%	2,000
						-	-		
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	67	9.75	57	85%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		August 31, 2022			YTD Through August, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,192.00	25	9,733	10,248.50	(515)	-5%	14,600
FRIEND Support		700	400.00	300	5,600	3,200.00	2,400	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	10,307	9,321.78	985	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	1,580	1,580.00	-	0%	2,370
Computer (repair, maintenance, supplies)	Cables	158	31.24	127	1,267	569.48	697	55%	1,900
PRINTING & SUPPLY									
Office Printing		13	-	13	100	-	100	100%	150
Office Supplies		108	67.19	41	867	220.91	646	75%	1,300
CONTRACT SERVICES									
CPA/Auditor	Started review	417	690.00	(273)	3,333	690.00	2,643	79%	5,000
Attorney*		542	499.00	43	4,333	3,493.00	840	19%	6,500
GENERAL EXPENSE									
Payroll Service Fees		93	93.00	0	747	744.00	3	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	67	-	67	100%	100
Publications/Subscriptions/Reference	Pro-Rated	29	45.00	(16)	233	105.00	128	55%	350
Seminars, professional development, & tuition		117	-	117	933	464.46	469	50%	1,400
Team Building	QUARTERLY	167	392.06	(225)	1,333	1,210.72	123	9%	2,000
Member Retirement plaques		33	-	33	267	-	267	100%	400
Scan & shred document	1 box per year	13	-	13	107	-	107	100%	160
Total Operating Expenses		84,451.25	91,606.65	(7,155.40)	675,610.00	675,551.21	275.18	0%	1,013,415

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OPERATING EXPENSES		August 31, 2022			YTD Through August, 31 2022			Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT								
<u>COMPUTER SYSTEM</u>								
Software Purchase and SCJPC website (minor) modification		113	-	113	900	1,208.00	(308)	-34%
FRIEND modification*		2,813	-	2,813	22,500	-	22,500	100%
Website Upgrade (after FriendPro)		417	-	417	3,333	-	3,333	100%
<u>EQUIPMENT & FURNITURE</u>								
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	3,933	2,773.08	1,160	29%
Hardware Purchase	Monitor Replacement	117	274.58	(158)	933	274.58	659	71%
<u>LONG TERM LIABILITY CURRENT</u>								
Total Capital Investments & Long Term Liabilities Current		3,950.00	611.84	3,338.16	31,600.00	4,255.66	27,344.34	87%
Interest Earned/Misc Income			(0.08)			(0.61)		
MemberFee Credit Sonic Telecomm						(75,963.60)		
*TOTAL SPECIAL BILLING SCE			-			(323.06)		
TOTAL		88,401.25	92,218.41	(3,817.24)	707,210.00	603,519.60	103,690.40	15%
*Special Billing Items paid by SCE separated								
*Items in blue are assessed equally								
9/2/2022								

Delinquent Accounts
As of 9/14/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Apr '22	May 31, 2022	7/30/2022	\$ 946.96	21383	8/9/2022; 9/13/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	GV	JT	7/12/2022
AT&T Mobility	Jun '22	July 31, 2022	9/29/2022	\$ 958.35	21447		Not 60 days, will email the following month		GV	9/13/2022
Bear Valley Electric Service, I	Jun '22	July 31, 2022	9/29/2022	\$ 1,030.99	21453		Not 60 days, will email the following month		GV	9/13/2022
City of Azusa	Jun '22	July 31, 2022	9/29/2022	\$ 906.70	21436		Not 60 days, will email the following month		GV	9/13/2022
City of Banning	Jun '22	July 31, 2022	9/29/2022	\$ 906.14	21457		Not 60 days, will email the following month		GV	9/13/2022
City of Lompoc	Jun '22	July 31, 2022	9/29/2022	\$ 897.62	21440		Not 60 days, will email the following month		GV	9/13/2022
City of Los Angeles DWP	Jun '22	July 31, 2022	9/29/2022	\$ 6,042.81	21441		Not 60 days, will email the following month		GV	9/13/2022
City of Riverside	Jun '22	July 31, 2022	9/29/2022	\$ 1,231.89	21443		Not 60 days, will email the following month		GV	9/13/2022
EXTENET Systems	Apr '22	May 31, 2022	7/30/2022	\$ 25.63	21397	8/9/2022, 9/13/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM ORIGINAL INVOICE 838.19 PARTIAL PAYMENT OF \$812.56 BAL. OF \$25.63	GV	JT	7/12/2022
EXTENET Systems	May '22	June 30, 2022	8/29/2022	\$ 854.60	21429	9/13/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM	GV	GV	8/9/2022
EXTENET Systems	June '22	July 31, 2022	9/29/2022	\$ 852.22	21461		Not 60 days, will email the following month		GV	9/13/2022
MCI Metro/ATS	Jun '22	July 31, 2022	9/29/2022	\$ 1,071.85	21448		Not 60 days, will email the following month		GV	9/13/2022
MCI Telecomm. (MCI)	Jun '22	July 31, 2022	9/29/2022	\$ 890.24	21449		Not 60 days, will email the following month		GV	9/13/2022
M-Power (ICG)	MAY '22	June 30, 2022	8/29/2022	\$ 865.43	21414	9/13/2022	EMAIL telepacifctrak@teoco.com, ICGJPA@motiveis.com	GV	GV	8/9/2022
Mobilite, LLC	Jun '22	July 31, 2022	9/29/2022	\$ 839.74	21463		Not 60 days, will email the following month		GV	9/13/2022
Sonic Telecom. LLC	Jun '22	July 31, 2022	9/29/2022	\$ 838.60	21464		Not 60 days, will email the following month		GV	9/13/2022
Southern California Edison Co	Jun '22	July 31, 2022	9/29/2022	\$ 21,031.71	21452		Not 60 days, will email the following month		GV	9/13/2022
Sprint Comm. L.P. (FON)	May '22	June 30, 2022	8/29/2022	\$ 845.48	21427	9/13/2022	EMAIL LLStatements@T-Mobile.com, & mary.joshi@t-mobile.com	GV	GV	8/9/2022
Sprint Nextel Corp.	May '22	June 30, 2022	8/29/2022	\$ 878.53	21412	9/13/2022	EMAIL LLStatements@T-Mobile.com, & mary.joshi@t-mobile.com	GV	GV	8/9/2022
Time Warner Cable (TWN)	May '22	June 30, 2022	8/29/2022	\$ 561.23	21424	9/13/2022	EMAIL Yesenia.Delgado@Charter.com	GV	GV	8/9/2022
Time Warner Cable (TWS)	May '22	June 30, 2022	8/29/2022	\$ 483.15	21423	9/13/2022	EMAIL Yesenia.Delgado@Charter.com	GV	GV	8/9/2022
XO Communications (NXT)	Jun '22	July 31, 2022	9/29/2022	\$ 919.19	21454		Not 60 days, will email the following month		GV	9/13/2022

TOTAL **\$ 43,879.06** **Past Due notices emailed out monthly - after 60 days past due**

Delinquent Accounts - 30 Days past due. Past due notices will be sent out when 60 days have elapsed.

Z:\ACCOUNTING INFO\Accounts Receivable\ACCT REC PAST DUE EXCEL FILES\ACCTREC-Member Delinquent Accounts 09132022.xlsx

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
SEPTEMBER 2021 - AUGUST 2022

		MBR CODE	2021 SEP	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	2022 JUN	2022 JUL	2022 AUG	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1	1		1	1	1	1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1	1		1	1	1	1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1	1		1	1	1	1	1	1	1	1	11	100%	M	11
4	Crown Castle NG West Inc.	NG	1	1	1		1	1	1	1	1	1	1	1	11	100%	NG	11
5	AT&T California	H / T	1	1	1		1	1	1	1	1	1	1	1	11	100%	H / T	11
6	Golden State Water	SCW	1	1	1		1	1	1	1	1	1	1	1	11	100%	SCW	11
7	Time-Warner	TWC	1	1	1		1	1	1	1	1	1	1	1	11	100%	TWC	11
8	City of Azusa	MA	1	1	1		1	1	1	1	1	1	1	1	11	100%	MA	11
9	City of Burbank	B	1	1	1		1	1	1	1	1	1	1	1	11	100%	B	11
10	City of Glendale	A	1	1	1		1	1	1	1	1	1	1	1	11	100%	A	11
11	City of Vernon	V	1	1	1		1	1	1	1	1	1	1	1	11	100%	V	11
12	City of Banning	COB	1	1	1		1	1	1	1	1	1	1	1	11	100%	COB	11
13	T-Mobile, USA	PBM	1	1	1		1	1	1	1	1	1	1	1	11	100%	PBM	11
14	ATC Outdoor DAS	AMT	1	1	1		1	1	1	1	1	1	1	1	11	100%	AMT	11
15	XO Communications	NXT	1	1	1		1	1	1	1	1	1	1	1	11	100%	NXT	11
16	MCI/Metro	ATS	1	1	1		1	1	1	1	1	1	1	1	11	100%	ATS	11
17	MCI Communications	MCI	1	1	1		1	1	1	1	1	1	1	1	11	100%	MCI	11
18	Mobilite LLC	MOB	1	1	1		1	1	1	1	1	1	1	1	11	100%	MOB	11
19	Teleport Comm America	TCA	1	1	1		1	1	1	1	1	1	1	1	11	100%	TCA	11
20	Sprint Communications	FON	1	1	1		1	1	1	1	1	1	1	1	11	100%	FON	11
21	Sprint-Nextel	SPR	1	1	1		1	1	1	1	1	1	1	1	11	100%	SPR	11
22	City of Colton	F	1	1	1		1	1	1	1	1	1	1	1	11	100%	F	11
23	Sonic Telecom, LLC	STL						1	1	1	1	1	1	1	6	100%	STL	6
24	ExteNet Systems	EXT	1	1	1		1	1	1	1	1	1	0	1	10	91%	EXT	11
25	Mpower/TelePacific	ICG	1	1	1		1	1	1	1	1	0	1	1	10	91%	ICG	11
26	Verizon Wireless	ATC	1	1	1		0	1	1	1	1	1	1	1	10	91%	ATC	11
27	City of Lompoc	LLW	1	0	1		1	1	1	1	1	1	1	1	10	91%	LLW	11
28	City of Anaheim	D	1	1	1		1	0	1	1	1	1	1	1	10	91%	D	11
29	AT&T Mobility	LAC	1	1	1		1	1	1	1	1	0	0	1	9	82%	LAC	11
30	City of Riverside	J	0	1	1		1	1	1	1	1	1	0	1	9	82%	J	11
31	City of Pasadena	MP	0	1	1		1	1	1	0	1	1	0	1	8	73%	MP	11
Total			28	29	30	0	29	29	31	30	31	29	27	31				

Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LAC	LLW	M	MCI	NG	NXT	TCA	TWC	Totals	YTD
Joint JPAs Billed				7	520			1	4		1	48		3				584	4167
% of Joint JPAs Billed	0.000	0.000	0.000	0.012	0.890	0.000	0.000	0.002	0.007	0.000	0.002	0.082	0.000	0.005	0.000	0.000	0.000	1.00	
Joint JPAs Returned				31	156			7	5			69	1	2				271	2535
Total Joint JPAs Processed	0	0	0	38	676	0	0	8	9	0	1	117	1	5	0	0	0	855	
Section 18.1F JPAs included in above								2	7									9	
Multi JPAs Billed		1			223	7		1	2	1		12	4	17				268	1564
% of Multi JPAs Billed	0.000	0.004	0.000	0.000	0.832	0.026	0.000	0.004	0.007	0.004	0.000	0.045	0.015	0.063	0.000	0.000	0.000	1.00	
Multi JPAs Returned	2	1	1		138	5	2		17	1		39	21	83	3	2	10	325	2914
Total Multi JPAs Processed	2	2	1	0	361	12	2	1	19	2	0	51	25	100	3	2	10	593	4478
Section 18.1F JPAs included in above	2	1	1			1	2		13			3	3	20	3	2	3	54	
Total # JPAs Billed	0	1	0	7	743	7	0	2	6	1	1	60	4	20	0	0	0	852	5731
% of JPAs Billed	0.000	0.001	0.000	0.008	0.872	0.008	0.000	0.002	0.007	0.001	0.001	0.070	0.005	0.023	0.000	0.000	0.000	1.00	
# of JPAs Returned																		596	
Total JPAs Processed	2	2	1	38	1037	12	2	9	28	2	1	168	26	105	3	2	10	1448	11180
% of JPAs Billed																		58.84%	
% of JPAs returned																		41.16%	
Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LAC	LLW	M	MCI	NG	NXT	TCA	TWC	Totals	
Poles Billed (Joint JPAs)				36	1813			2	8		2	152		7				2020	15779
Poles Returned (joint)				494	1617			128	19			372	3	5				2638	18522
Poles Billed (Multi JPAs)		2			1147	116		2	6	1		61	19	71				1425	7981
Poles Returned (multi)	18	19	10		1269	96	4		382	1		294	373	979	49	28	81	3603	29131
Total # Poles Billed (Joint & Multi combined)	0	2	0	36	2960	116	0	4	14	1	2	213	19	78	0	0	0	3445	23760
% of Total Poles Billed (Joint & Multi combined)	0.000	0.001	0.000	0.010	0.859	0.034	0.000	0.001	0.004	0.000	0.001	0.062	0.006	0.023	0.000	0.000	0.000	1.00	
# of Poles Returned																		6241	47653
Total Poles Processed	18	21	10	530	5846	212	4	132	415	2	2	879	395	1062	49	28	81	9686	71413
% of Poles Billed																		35.57%	
% of Poles returned																		64.43%	
RETURN RATE # OF JPAS	100%	50%	100%	82%	28%	42%	100%	78%	79%	50%	0%	64%	85%	81%	100%	100%	100%		
RETURN RATE # OF POLES	100%	90%	100%	93%	49%	45%	100%	97%	97%	50%	0%	76%	95%	93%	100%	100%	100%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	909
HELD OVER POLES	7662

Average poles/JPA in 2022	6.39
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Actual JPAs/poles received from 7/6/2022 - 8/5/2022 (August Bill of Sale):			
	JPAS	POLES	
SCE	805	5693	
OTHER MEMBERS	347	2897	

	JPAS	POLES
SCE CALL BACKS E CALL BACKS	17	146

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
13	123
4921	37159

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
486	2854
2331	10559
592	3449
3426	15547

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
			#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!						

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) 8885.42 (12 months)

***Regular time per month contingent upon (based on 2021 data):**

1. Multi received: 48% or lower.
2. Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Jun-22	1368	809	2177	304	77	381	155.25		14.02	62.84%	37.16%	79.79%	20.21%
Jul-22	2188	879	3067	659	110	769	224.75		13.65	71.34%	28.66%	85.70%	14.30%
Aug-22	2331	1095	3426	486	106	592	246		13.93	68.04%	31.96%	82.09%	17.91%
Totals	10559	4988	15547	2854	595	3449	1150						

Average poles/hour goal:	12.10
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*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

FORECAST UPDATED BASED ON ACTUAL DATA AUG 2022 B/S (UPDATED 9/14/22)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCIPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCIPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (6/18/2022 meeting)	Number of Poles Members will send to the SCIPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

B/S 2/22	Actual number of poles members sent to the SCIPC:	11,217.00	poles
B/S 3/22	Actual number of poles members sent to the SCIPC:	9,777.00	poles
B/S 4/22	Actual number of poles members sent to the SCIPC:	11,040.00	poles
B/S 5/22	Actual number of poles members sent to the SCIPC:	4,256.00	poles
B/S 6/22	Actual number of poles members sent to the SCIPC:	17,238.00	poles
B/S 7/22	Actual number of poles members sent to the SCIPC:	11,371.00	poles
B/S 8/22	Actual number of poles members sent to the SCIPC:	8,590.00	poles

SCIPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast	Processed poles forecast monthly Assuming SCIPC WILL work overtime 126.98 hours per month
	8542.24	1536.46	10,078.70	

SCIPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale
	9686	3426	13,112.00	8/5 8/22

Bill of sale Month	Description	Count	Balance	Actual or forecast numbers	
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCIPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCIPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCIPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCIPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCIPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCIPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCIPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
Apr-22	SCIPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCIPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE 18.1F reg time)	(12.00)		Poles	Actual
Apr-22	SCIPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs)-SCE	1,042.00		Poles	Actual
May-22	Poles received from all other members this month (new JPAs)-NON SCE	3,214.00		Poles	Actual
May-22	SCIPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCIPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCIPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
May-22	SCIPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
End of May 2022	Balance (backlog is included)		7,477.00	Poles	End of May 2022 bill of sale
Jun-22	Internal adjustment (correction)	-		Poles	Actual
Jun-22	Poles received from SCE this month (new JPAs)-SCE	12,743.00		Poles	Actual
Jun-22	Poles received from all other members this month (new JPAs)-NON SCE	4,495.00		Poles	Actual
Jun-22	Poles SCE IPC COR	2.00		Poles	Actual
Jun-22	Poles NON SCE IPC COR	6.00		Poles	Actual
Jun-22	SCIPC processed (SCE reg time)	(4,347.00)		Poles	Actual
Jun-22	SCIPC processed (SCE 18.1F reg time)	(537.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE reg time)	(4,495.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jun-22	SCIPC processed Poles SCE IPC COR	(2.00)		Poles	Actual
Jun-22	SCIPC processed Poles NON SCE IPC COR	(6.00)		Poles	Actual
Jun-22	SCIPC processed during overtime	(2,177.00)		Poles	Actual
Jun-22	SCE Call Backs	(114.00)		Poles	Actual
End of June 2022	Balance (backlog is included)		13,045.00	Poles	End of June 2022 bill of sale
Jul-22	Internal adjustment (correction)	4.00		Poles	Actual
Jul-22	Poles received from SCE this month (new JPAs)-SCE	8,903.00		Poles	Actual
Jul-22	Poles received from all other members this month (new JPAs)-NON SCE	2,468.00		Poles	Actual
Jul-22	Poles SCE IPC COR	-		Poles	Actual
Jul-22	Poles NON SCE IPC COR	9.00		Poles	Actual
Jul-22	SCIPC processed (SCE reg time)	(5,089.00)		Poles	Actual
Jul-22	SCIPC processed (SCE 18.1F reg time)	(1,206.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE reg time)	(2,468.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jul-22	SCIPC processed Poles SCE IPC COR	-		Poles	Actual
Jul-22	SCIPC Processed Poles NON SCE IPC COR	(9.00)		Poles	Actual
Jul-22	SCIPC processed during overtime	(3,067.00)		Poles	Actual
Jul-22	SCE Call Backs	(261.00)		Poles	Actual
End of July 2022	Balance (backlog is included)		12,329.00	Poles	End of July 2022
Aug-2022	Internal adjustment (correction)	-		Poles	Actual
Aug-2022	Poles received from SCE this month (new JPAs)-SCE	5,693.00		Poles	Actual
Aug-2022	Poles received from all other members this month (new JPAs)-NON SCE	2,897.00		Poles	Actual
Aug-2022	Poles SCE IPC COR	1.00		Poles	Actual
Aug-2022	SCIPC processed (SCE reg time)	(5,847.00)		Poles	Actual
Aug-2022	SCIPC processed (SCE 18.1F reg time)	(942.00)		Poles	Actual
Aug-2022	SCIPC processed (NON SCE reg time)	(2,896.00)		Poles	Actual
Aug-2022	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Aug-2022	SCIPC processed Poles SCE IPC COR	-		Poles	Actual
Aug-2022	SCIPC Processed Poles NON SCE IPC COR	(1.00)		Poles	Actual
Aug-2022	SCIPC processed during overtime	(3,426.00)		Poles	Actual
Aug-2022	SCE Call Backs	(146.00)		Poles	Actual
End of August 2022	Balance (backlog is included)		7,662.00	Poles	End of August 2022
Aug-2022	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Aug-2022	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		10,892.48	Poles	
Sep-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Sep-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		14,122.96	Poles	
Oct-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Oct-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		17,353.44	Poles	
Nov-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Nov-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		20,583.92	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		23,814.40	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCIPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		27,044.88	Poles	

*Regular time per month contingent upon (based on 2021 data):

- Multi received: 48% or lower.
- Complexity of multi JPAs.
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
- The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
- Staff availability.

Southern California Joint Pole Committee

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San Dimas, CA 91773
Phone (909) 599-3801
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October 19, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 9:52 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. Glenn Leckie	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Troy Stanard	AT&T California
Mr. Earle Carrion	Crown Castle NG West Inc.
Ms. Megan LaMon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Ms. Yvonne Johnson	Teleport Communications America
Mr. Arturo Garcia	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Mina Shehata	City of Burbank
Mr. Anthony Ghilardi	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Ms. Dawn Laffon	Mobilitie, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:52 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 the review of the **September 2022 Operating expense sheet**.

There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Mr. Treepaisan inquired if the list is getting longer or redder for the delinquent accounts. Ms. Pranata explained she is waiting for some members to reissue new checks for the June invoice month. Ms. Pranata reminded the committee the post office did not deliver the mail for a week and checks may have gotten lost. Ms. Pranata contacted those members, and they confirmed the checks were not cashed. Ms. Pranata added they were not stolen either. Mr. Treepaisan inquired if the post office had an explanation. Ms. Pranata stated she did talk to them multiple times, including the manager, the cashier, and the delivery person. Ms. Pranata submitted an inquiry and the post office investigated and concluded that probably there was no mail for that week. They also stated that they were not holding any of mail, they were not forwarding any mail, or returning any of SCJPC's mail.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on September 28, 2022. Discussed was establishing a pole record and that Section 13.3 could not be used. All members/owners on a pole must agree the pole is joint. Members should send Ms. Allen an email with pole information with all the owner's approval shown on the email that the pole is joint and Ms. Allen will create the record in the database. Also discussed was Free Attachments and Clearance Attachments and how to show on a JPA. Only the point of attachment with no footage should be shown. For example, FA24 CLR23. Multiple Free Attachments or Clearance Attachments should be shown without footage as well. For example, FA24 FA23 or CLR24 CLR23. Tenant attachments need to have space allocated for them. For example, 23-5 T22 or T22-1. It is not assumed that Tenants only have 1'. Lastly discussed was Section 16.3 Circuits. If using Section 16.3 the JPA must show a circuit class change from Record side to Proposed side.

Ms. Black stated she had a question and inquired about not assuming Tenants have 1'. Ms. Black stated she would and explained maybe a wireless company has an antenna and they have five feet they need for their clearance, Ms. Black stated she would assuming that it would show T23-5. Ms. Black then inquired if that is not the case. Ms. Allen explained what she is saying is that the grade and space shows as T22 and that 22 is not allocated for. The billers do not know the missing allocation is part of the Tenant or not. For example, Utility 2 shows T22. Where does the remaining allocation of 21-3 go. Back to Utility 1 or is the Tenant T22-4. The billers have been told in the past not to assume a Tenant just has one foot and must be allocated for on the JPA.

After some further discussion the members agreed that there can be multiple Tenants on a pole and must have space allocated for them.

There were no further questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for September 2022 bill of sale many of the staff were out sick or on vacation. 758 JPAs or 6,252 poles remain in backlog. The staff processed 440 JPAs during overtime.

There were no further questions or comments.

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

SCJPC Office update:

- Office productivity without OT
- OT spreadsheet
- Forecast updated

Ms. Pranata displayed the *Productivity without Overtime* table and reiterated many of the staff were out sick (some unplanned) or on vacation and the reason why the numbers were lower for September 2022 bill of sale. Also, there was on holiday in the month. Mr. Treepaisan stated that things happen, and it is the end of summer as well.

Ms. Pranata then displayed the SCJPC – *OVERTIME Monthly update* and stated the office is running out of joint JPAs in the backlog. Therefore, the staff is testing billing three party JPAs Section 7 since they are the easiest. The staff is still in the testing phase and Ms. Pranata is unsure at this time what the goals for the three party JPAs are. However, Ms. Pranata will have that data for the committee next month. Ms. Pranata added the billers do take longer to process the three party JPAs. Mr. Treepaisan stated there will be different complexity too. It will be hard, but Mr. Treepaisan thinks an average could be done. However, he does believe that they will be all unique and customized. Ms. Pranata agreed and then reported for September bill of sale the staff work an additional 171 hours of overtime and processed 2,290 poles.

Ms. Pranata then displayed the *FORECAST UPDATED BASED ON ACTUAL DATA SEP 2022 B/S (updated 10/12/2022)*. Ms. Pranata stated that the actual poles processed in September 2022 bill of sale was 10,431 including the overtime. 6,252 poles remain in backlog. Mr. Treepaisan noticed the numbers are growing as he looks further down the Forecast and then inquired is that based on the updated forecast of poles coming in. Ms. Pranata replied yes and stated back in May 2022 the members submitted numbers showing the forecast of poles submitted per month should be 13,309. Ms. Pranata has been using that number as a forecast for future months. Mr. Treepaisan stated he would venture to say that with the growing number definitely having more help is needed. The work is growing and not shrinking.

Ms. Pranata reported that her and Ms. Allen have been interviewing candidates, but none have seemed to be a match for the office and therefore Ms. Pranata and Ms. Allen are still looking for new administrative aides.

There were no further questions or comments.

Billing Errors/ Questions

There were none.

Inflation raise, Salary Ranges 2023-2025, Review of Performance rating, Review of Staff Compensation Process (emailed to Operating members 10/12/2022, not uploaded to Agenda webpage).

Mr. Treepaisan asked Ms. Pranata to display the 2019-2022 Salary Ranges and Staff Compensation Process document on WebEx, that was approved in October 2019. Mr. Treepaisan stated that Mr. Plaskey calculated the percent increase in 2019 based on the 2015 to 2019 inflation rate. Mr. Treepaisan stated he reviewed the social security website and calculated the compounded inflation rate for the new salary ranges. After further discussion, Mr. Treepaisan will propose a couple of new salary ranges tables for the next Operating meeting. The committee also reviewed the staff compensation process that was defined and accepted in 2019. Mr. Treepaisan inquired if there are any comments, questions, or concerns regarding the document. Mr. Treepaisan stated that the committee does not need to reinvent the wheel. There were no comments from the members. The committee decided to review the documents and continue discussion at the next Operating meeting.

2023 SCJPC Operating Budget

Ms. Pranata stated that she is working on the 2023 Operating Budget and would need the salary ranges for the next year's budget. Ms. Pranata commented that if the salary ranges and compensation process document can be finalized by the end of November, she can send them out to all members before end of the year.

There were no further questions or comments.

MISC

There were no miscellaneous.

Review of Action Items:

- Mr. Treepaisan to bring the 2023-2025 Salary Ranges proposals to the next Operating meeting.
- Committee to review the staff compensation process documents.

The meeting adjourned at 10:32 a.m. until November 16, 2022.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		September 30, 2022			YTD Through September, 30 2022				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
EMPLOYEE EXPENSE									
Salaries	WITH OT	51,787	51,481.19	305	466,079	482,012.66	(15,933)	-3%	621,439
Regular (Budgeted)	51,481.19					-	-		
Non Budgeted						-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	6,812.72	26	61,553	59,140.38	2,412	4%	82,070
Health/Dental	6,554.72					-	-		
Life (quarterly)	258.00					-	-		
						-	-		
Payroll Taxes		4,143	3,755.77	387	37,286	35,766.68	1,520	4%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	2,063	2,247.47	(185)	-9%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33		33	300	113.80	186	62%	400
Telecommuting Reimbursement	semi-annual	96	-	96	864	576.00	288	33%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	5,303.46	134	48,938	48,536.28	402	1%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
MONTHLY RECURRING									
Rent		9,612	9,700.60	(89)	86,505	85,724.94	780	1%	115,340
Alarm System	Quarterly	55	173.97	(119)	495	521.91	(27)	-5%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	514.07	336	7,650	4,571.73	3,078	40%	10,200
Cisco WebEx Online Meeting		69	69.00	-	621	621.00	-	0%	828
Postage & Shipping		25	8.95	16	225	89.50	136	60%	300
Business/Property Insurance	Pro-Rated	167	-	167	1,500	1,509.76	(10)	-1%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	75	9.75	65	87%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		September 30, 2022			YTD Through September, 30 2022				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,192.00	25	10,950	11,440.50	(491)	-4%	14,600
FRIEND Support		700	400.00	300	6,300	3,600.00	2,700	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	11,595	10,487.78	1,107	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	1,778	1,777.50	-	0%	2,370
Computer (repair, maintenance, supplies)		158	25.04	133	1,425	594.52	830	58%	1,900
						-			
PRINTING & SUPPLY									
Office Printing		13	-	13	113	-	113	100%	150
Office Supplies		108	-	108	975	220.91	754	77%	1,300
						-			
						-			
CONTRACT SERVICES									
CPA/Auditor		417	-	417	3,750	690.00	3,060	82%	5,000
Attorney*		542	499.00	43	4,875	3,992.00	883	18%	6,500
						-			
GENERAL EXPENSE									
Payroll Service Fees		93	93.00	0	840	837.00	3	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	54.22	(46)	75	54.22	21	28%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	263	105.00	158	60%	350
Seminars, professional development, & tuition		117	-	117	1,050	464.46	586	56%	1,400
Team Building	QUARTERLY	167	-	167	1,500	1,210.72	289	19%	2,000
Member Retirement plaques		33	-	33	300	-	300	100%	400
Scan & shred document	1 box per year	13	-	13	120	-	120	100%	160
Total Operating Expenses		84,451.25	81,688.32	2,762.93	760,061.25	757,239.53	3,024.78	0%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		September 30, 2022			YTD Through September, 30 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	1,013	1,208.00	(196)	-19%	1,350
FRIEND modification*		2,813	-	2,813	25,313	-	25,313	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	3,750	-	3,750	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	4,425	3,110.34	1,315	30%	5,900
Hardware Purchase	-	117	-	117	1,050	274.58	775	74%	1,400
						-			
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	337.26	3,612.74	35,550.00	4,592.92	30,957.08	87%	47,400
Interest Earned/Misc Income			(0.07)			(0.68)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	82,025.51	6,375.67	795,611.25	685,545.11	110,066.14	14%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
10/5/2022									

Delinquent Accounts
As of 10/12/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Apr '22	May 31, 2022	7/30/2022	\$ 946.96	21383	8/9/2022; 9/13/2022; 10/11/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	GV	JT	7/12/2022
AT&T Mobility	Jun '22	July 31, 2022	9/29/2022	\$ 958.35	21447	10/11/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	GV	GV	9/13/2022
AT&T Mobility	Jul '22	August 31, 2022	10/30/2022	\$ 1,352.70	21479		Not 60 days, will email the following month		GV	10/11/2022
Bear Valley Electric Service,	Jun '22	July 31, 2022	9/29/2022	\$ 1,030.99	21453	10/11/2022	Email sent to Lynne.LaFrenais@bvesinc.com; ap@gswater.com	GV	GV	9/13/2022
City of Azusa	Jun '22	July 31, 2022	9/29/2022	\$ 906.70	21436	10/11/2022	Email sent to dpatterson@azusaca.gov	GV	GV	9/13/2022
City of Banning	Jun '22	July 31, 2022	9/29/2022	\$ 906.14	21457	10/11/2022	Email sent to JPABilling@banningca.gov	GV	GV	9/13/2022
City of Burbank	Jul '22	August 31, 2022	10/30/2022	\$ 1,499.89	21469		Not 60 days, will email the following month		GV	10/11/2022
City of Los Angeles DWP	Jun '22	July 31, 2022	9/29/2022	\$ 6,042.81	21441	10/11/2022	Email sent to John.Bacon@ladwp.com; Melissa.La@ladwp.com	GV	GV	9/13/2022
City of Riverside	Jun '22	July 31, 2022	9/29/2022	\$ 1,231.89	21443	10/11/2022	Email sent to aparra@riversideca.gov	GV	GV	9/13/2022
EXTENET Systems	Jun '22	July 31, 2022	9/29/2022	\$ 852.22	21461	10/11/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM	GV	GV	9/13/2022
MCI Telecomm. (MCI)	Jul '22	August 31, 2022	10/30/2022	\$ 1,257.97	21481		Not 60 days, will email the following month		GV	10/11/2022
MCI Metro/ATS	Jul '22	August 31, 2022	10/30/2022	\$ 1,508.50	21480		Not 60 days, will email the following month		GV	10/11/2022
M-Power (ICG)	May '22	June 30, 2022	8/29/2022	\$ 865.43	21414	9/13/2022; 10/11/2022	EMAIL telepacificxtrak@teoco.com, ICGJPA@motiveis.com	GV	GV	8/9/2022
Mobilitie, LLC	Jun '22	July 31, 2022	9/29/2022	\$ 839.74	21463	10/11/2022	Email sent to AssetManagement@mobilitie.com	GV	GV	9/13/2022
Sonic Telecom. LLC	Jun '22	July 31, 2022	9/29/2022	\$ 838.60	21464	10/11/2022	Email sent to accountspayable@sonic.com	GV	GV	9/13/2022
Verizon Wireless	Jul '22	August 31, 2022	10/30/2022	\$ 1,865.20	21465		Not 60 days, will email the following month		GV	10/11/2022
XO Communications	Jul '22	August 31, 2022	10/30/2022	\$ 1,297.90	21486		Not 60 days, will email the following month		GV	10/11/2022

TOTAL **\$ 24,201.99** **Past Due notices emailed out monthly - after 60 days past due**

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
OCTOBER 2021 - SEPTEMBER 2022

		MBR CODE	2021 OCT	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	2022 JUN	2022 JUL	2022 AUG	2022 SEP	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	1		1	1	1	1	1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1	1		1	1	1	1	1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1	1		1	1	1	1	1	1	1	1	1	11	100%	M	11
4	Crown Castle NG West Inc.	NG	1	1		1	1	1	1	1	1	1	1	1	11	100%	NG	11
5	AT&T California	H / T	1	1		1	1	1	1	1	1	1	1	1	11	100%	H / T	11
6	Bear Valley Electric	BVE	1	1		1	1	1	1	1	1	1	1	1	11	100%	BVE	11
7	Time-Warner	TWC	1	1		1	1	1	1	1	1	1	1	1	11	100%	TWC	11
8	City of Burbank	B	1	1		1	1	1	1	1	1	1	1	1	11	100%	B	11
9	City of Glendale	A	1	1		1	1	1	1	1	1	1	1	1	11	100%	A	11
10	City of Vernon	V	1	1		1	1	1	1	1	1	1	1	1	11	100%	V	11
11	City of Banning	COB	1	1		1	1	1	1	1	1	1	1	1	11	100%	COB	11
12	T-Mobile, USA	PBM	1	1		1	1	1	1	1	1	1	1	1	11	100%	PBM	11
13	ATC Outdoor DAS	AMT	1	1		1	1	1	1	1	1	1	1	1	11	100%	AMT	11
14	XO Communications	NXT	1	1		1	1	1	1	1	1	1	1	1	11	100%	NXT	11
15	MCI/Metro	ATS	1	1		1	1	1	1	1	1	1	1	1	11	100%	ATS	11
16	MCI Communications	MCI	1	1		1	1	1	1	1	1	1	1	1	11	100%	MCI	11
17	Mobilitie LLC	MOB	1	1		1	1	1	1	1	1	1	1	1	11	100%	MOB	11
18	Teleport Comm America	TCA	1	1		1	1	1	1	1	1	1	1	1	11	100%	TCA	11
19	Sprint Communications	FON	1	1		1	1	1	1	1	1	1	1	1	11	100%	FON	11
20	Sprint-Nextel	SPR	1	1		1	1	1	1	1	1	1	1	1	11	100%	SPR	11
21	City of Colton	F	1	1		1	1	1	1	1	1	1	1	1	11	100%	F	11
22	Sonic Telecom, LLC	STL						1	1	1	1	1	1	1	7	100%	STL	7
23	City of Azusa	MA	1	1		1	1	1	1	1	1	1	1	0	10	91%	MA	11
24	ExteNet Systems	EXT	1	1		1	1	1	1	1	1	0	1	1	10	91%	EXT	11
25	Mpower/TelePacific	ICG	1	1		1	1	1	1	1	0	1	1	1	10	91%	ICG	11
26	Verizon Wireless	ATC	1	1		0	1	1	1	1	1	1	1	1	10	91%	ATC	11
27	City of Lompoc	LLW	0	1		1	1	1	1	1	1	1	1	1	10	91%	LLW	11
28	City of Anaheim	D	1	1		1	0	1	1	1	1	1	1	1	10	91%	D	11
29	City of Riverside	J	1	1		1	1	1	1	1	1	0	1	1	10	91%	J	11
30	AT&T Mobility	LAC	1	1		1	1	1	1	1	0	0	1	1	9	82%	LAC	11
31	City of Pasadena	MP	1	1		1	1	1	0	1	1	0	1	1	9	82%	MP	11
Total			29	30	0	29	29	31	30	31	29	27	31	30				

Member	A	ATS	BVE	E	EXT	FTR	H/T	LAC	LLW	M	MCI	NG	PBM	SPR	TWC	Totals	YTD
Joint JPAs Billed	46		10	389		1	5	2	1	53	1	6				514	4681
% of Joint JPAs Billed	0.089	0.000	0.019	0.757	0.000	0.002	0.010	0.004	0.002	0.103	0.002	0.012	0.000	0.000	0.000	1.00	
Joint JPAs Returned	26		21	116		5	11	4	1	55		8				247	2782
Total Joint JPAs Processed	72	0	31	505	0	6	16	6	2	108	1	14	0	0	0	761	
Section 18.1F JPAs included in above						7	5			1						13	
Multi JPAs Billed	11	2		74			1	13		9	4	34			5	153	1717
% of Multi JPAs Billed	0.072	0.013	0.000	0.484	0.000	0.000	0.007	0.085	0.000	0.059	0.026	0.222	0.000	0.000	0.033	1.00	
Multi JPAs Returned	17	7		82	2	1	8	11		22	33	86	2	2	9	282	3196
Total Multi JPAs Processed	28	9	0	156	2	1	9	24	0	31	37	120	2	2	14	435	4913
Section 18.1F JPAs included in above		9			1	1	4				2	21			2	40	
Total # JPAs Billed		2	10	463	0	1	6	15	1	62	5	40	0	0	5	667	6398
% of JPAs Billed	0.000	0.003	0.015	0.694	0.000	0.001	0.009	0.022	0.001	0.093	0.007	0.060	0.000	0.000	0.007	0.91	
# of JPAs Returned																529	
Total JPAs Processed	100	9	31	661	2	7	25	30	2	139	38	134	2	2	14	1196	12376
% of JPAs Billed																55.77%	
% of JPAs returned																44.23%	
Member	A	ATS	BVE	E	EXT	FTR	H/T	LAC	LLW	M	MCI	NG	PBM	SPR	TWC	Totals	
Poles Billed (Joint JPAs)	143		82	1615		3	14	2	2	173	1	14				2049	17828
Poles Returned (joint)	308		370	1109		60	38	8	51	228		29				2201	20723
Poles Billed (Multi JPAs)	62	24		474			4	15		23	30	166			5	803	8784
Poles Returned (multi)	148	136		954	28	18	127	16		159	423	940	29	16	94	3088	32219
Total # Poles Billed (Joint & Multi combined)	205	24	82	2089	0	3	18	17	2	196	31	180	0	0	5	2852	26612
% of Total Poles Billed (Joint & Multi combined)	0.072	0.008	0.029	0.732	0.000	0.001	0.006	0.006	0.001	0.069	0.011	0.063	0.000	0.000	0.002	1.00	
# of Poles Returned																5289	52942
Total Poles Processed	661	160	452	4152	28	81	183	41	53	583	454	1149	29	16	99	8141	79554
% of Poles Billed																35.03%	
% of Poles returned																64.97%	
RETURN RATE # OF JPAS	43%	78%	68%	30%	100%	86%	76%	50%	50%	55%	87%	70%	100%	100%	64%		
RETURN RATE # OF POLES	69%	85%	82%	50%	100%	96%	90%	59%	96%	66%	93%	84%	100%	100%	95%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	758
HELD OVER POLES	6252

Average poles/JPA in 2022	6.43
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Actual JPAs/poles received from 8/6/2022 - 9/2/2022 (September Bill of Sale):		
	JPAS	POLES
SCE	1033	6047
OTHER MEMBERS	484	3229

	JPAS	POLES
SCE CALL BACKS	14	78
SCE FORM 7 DO NOT BILL	21	179

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
16	139
9303	46462

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
352	3206
1388	11947
440	3889
2290	17837

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
			#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!						

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) **8742.25** (12 months)

*Regular time per month contingent upon (based on 2021 data):

1. Multi received: 48% or lower.
2. Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
3. Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
4. Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
5. Length of committee meetings. Transcribing long meetings will take time away from billing.
6. Average 5.26 poles/JPA

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Jun-22	1368	809	2177	304	77	381	155.25		14.02	62.84%	37.16%	79.79%	20.21%
Jul-22	2188	879	3067	659	110	769	224.75		13.65	71.34%	28.66%	85.70%	14.30%
Aug-22	2331	1095	3426	486	106	592	246		13.93	68.04%	31.96%	82.09%	17.91%
Sep-22	1388	902	2290	352	88	440	171		13.39	60.61%	39.39%	80.00%	20.00%
Totals	11947	5890	17837	3206	683	3889	1321						

Average poles/hour goal:	12.10
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*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

1. The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
2. The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
3. Staff availability.

Started billing three-party JPAs (Sec 7.x) due to the lack of joint JPAs.

Still in testing phase. Will have the average poles/hour goal for the three-party JPAs next month.

FORECAST UPDATED BASED ON ACTUAL DATA SEP 2022 B/S (UPDATED 10/12/22)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCIPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCIPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (5/18/2022 meeting)	Number of Poles Members will send to the SCIPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

B/S 2/22	Actual number of poles members sent to the SCIPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCIPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCIPC:	11,040.00 poles
B/S 5/22	Actual number of poles members sent to the SCIPC:	4,256.00 poles
B/S 6/22	Actual number of poles members sent to the SCIPC:	17,238.00 poles
B/S 7/22	Actual number of poles members sent to the SCIPC:	11,371.00 poles
B/S 8/22	Actual number of poles members sent to the SCIPC:	8,590.00 poles
B/S 9/22	Actual number of poles members sent to the SCIPC:	poles

SCIPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast
	8542.24	1536.46	10,078.70

Processed poles forecast monthly
Assuming SCIPC WILL work overtime 126.98 hours per month

SCIPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale
	8141	2290	10,431.00	B/S 9/22

Actual pole processed

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		3,538.00		Poles	Actual
Feb-22	SCIPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCIPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCIPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,759.00		Poles	Actual
Mar-22	SCIPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCIPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCIPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCIPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,864.00		Poles	Actual
Apr-22	SCIPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCIPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCIPC processed (NON SCE 18.1F reg time)	(12.00)		Poles	Actual
Apr-22	SCIPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		1,042.00		Poles	Actual
May-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		3,214.00		Poles	Actual
May-22	SCIPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCIPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCIPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
May-22	SCIPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
End of May 2022	Balance (backlog is included)		7,477.00	Poles	End of May 2022 bill of sale
Jun-22	Internal adjustment (correction)	-		Poles	Actual
Jun-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		12,743.00		Poles	Actual
Jun-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		4,495.00		Poles	Actual
Jun-22	Poles SCE JPC COR	2.00		Poles	Actual
Jun-22	Poles NON SCE JPC COR	6.00		Poles	Actual
Jun-22	SCIPC processed (SCE reg time)	(4,347.00)		Poles	Actual
Jun-22	SCIPC processed (SCE 18.1F reg time)	(537.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE reg time)	(4,495.00)		Poles	Actual
Jun-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jun-22	SCIPC processed Poles SCE JPC COR	(2.00)		Poles	Actual
Jun-22	SCIPC processed Poles NON SCE JPC COR	(6.00)		Poles	Actual
Jun-22	SCIPC processed during overtime	(2,177.00)		Poles	Actual
Jun-22	SCE Call Backs	(114.00)		Poles	Actual
End of June 2022	Balance (backlog is included)		13,045.00	Poles	End of June 2022 bill of sale
Jul-22	Internal adjustment (correction)	4.00		Poles	Actual
Jul-22	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		8,903.00		Poles	Actual
Jul-22	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,468.00		Poles	Actual
Jul-22	Poles SCE JPC COR	-		Poles	Actual
Jul-22	Poles NON SCE JPC COR	9.00		Poles	Actual
Jul-22	SCIPC processed (SCE reg time)	(5,089.00)		Poles	Actual
Jul-22	SCIPC processed (SCE 18.1F reg time)	(1,206.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE reg time)	(2,468.00)		Poles	Actual
Jul-22	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jul-22	SCIPC processed Poles SCE JPC COR	-		Poles	Actual
Jul-22	SCIPC processed Poles NON SCE JPC COR	(9.00)		Poles	Actual
Jul-22	SCIPC processed during overtime	(3,067.00)		Poles	Actual
Jul-22	SCE Call Backs	(261.00)		Poles	Actual
End of July 2022	Balance (backlog is included)		12,329.00	Poles	End of July 2022
Aug-2022	Internal adjustment (correction)	-		Poles	Actual
Aug-2022	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		5,693.00		Poles	Actual
Aug-2022	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		2,897.00		Poles	Actual
Aug-2022	Poles SCE JPC COR	-		Poles	Actual
Aug-2022	Poles NON SCE JPC COR	1.00		Poles	Actual
Aug-2022	SCIPC processed (SCE reg time)	(5,847.00)		Poles	Actual
Aug-2022	SCIPC processed (SCE 18.1F reg time)	(942.00)		Poles	Actual
Aug-2022	SCIPC processed (NON SCE reg time)	(2,896.00)		Poles	Actual
Aug-2022	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Aug-2022	SCIPC processed Poles SCE JPC COR	-		Poles	Actual
Aug-2022	SCIPC processed Poles NON SCE JPC COR	(1.00)		Poles	Actual
Aug-2022	SCIPC processed during overtime	(3,426.00)		Poles	Actual
Aug-2022	SCE Call Backs	(146.00)		Poles	Actual
End of August 2022	Balance (backlog is included)		7,662.00	Poles	End of August 2022
Sep-2022	Internal adjustment (correction)	8.00		Poles	Actual
Sep-2022	Poles received from SCE this month (new JPAs)-SCE			Poles	Actual
		6,047.00		Poles	Actual
Sep-2022	Poles received from all other members this month (new JPAs)-NON SCE			Poles	Actual
		3,229.00		Poles	Actual
Sep-2022	Poles SCE JPC COR	-		Poles	Actual
Sep-2022	Poles NON SCE JPC COR	1.00		Poles	Actual
Sep-2022	SCIPC processed (SCE reg time)	(4,152.00)		Poles	Actual
Sep-2022	SCIPC processed (SCE 18.1F reg time)	(766.00)		Poles	Actual
Sep-2022	SCIPC processed (NON SCE reg time)	(3,229.00)		Poles	Actual
Sep-2022	SCIPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Sep-2022	SCIPC processed Poles SCE JPC COR	-		Poles	Actual
Sep-2022	SCIPC processed Poles NON SCE JPC COR	(1.00)		Poles	Actual
Sep-2022	SCIPC processed during overtime	(2,290.00)		Poles	Actual
Sep-2022	SCE Call Backs	(78.00)		Poles	Actual
Sep-2022	SCE F7 DO NO BILLS	(179.00)		Poles	Forecast
End of September 2022	Balance (backlog is included)		6,252.00	Poles	End of September 2022
Oct-22	Poles received from all members this month (new JPAs)			Poles	Forecast
		13,309.18		Poles	Forecast
Oct-22	SCIPC to Process (Reg+Overtime)			Poles	Forecast
		(10,078.70)		Poles	Forecast
	Balance (backlog is included)		9,482.48	Poles	
Nov-22	Poles received from all members this month (new JPAs)			Poles	Forecast
		13,309.18		Poles	Forecast
Nov-22	SCIPC to Process (Reg+Overtime)			Poles	Forecast
		(10,078.70)		Poles	Forecast
	Balance (backlog is included)		12,712.96	Poles	
Dec-22	Poles received from all members this month (new JPAs)			Poles	Forecast
		13,309.18		Poles	Forecast
Dec-22	SCIPC to Process (Reg+Overtime)			Poles	Forecast
		(10,078.70)		Poles	Forecast
	Balance (backlog is included)		15,943.44	Poles	

*Regular time per month contingent upon (based on 2021 data):

- Multi received: 48% or lower.
- Complexity of multi JPAs.
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
- The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
- Staff availability.

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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November 16, 2022

A regular meeting of the **Operating Committee** took place on the above date, at 9:58 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Valerie Mitwasi	Southern California Edison
Ms. Alicia Walsh	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Alvin Robielos	AT&T California
Mr. Earle Carrion	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Yvonne Johnson	Teleport Communications America
Ms. Dianell Caamano	AT&T Mobility
Ms. Mary Li	City of Anaheim
Mr. Arturo Garcia	City of Glendale
Ms. Katy White	MCI Metro ATS/MCI Telecommunications
Mr. Mina Shehata	City of Burbank
Mr. Joe Armstrong	City of Pasadena
Mr. Anthony Ghilardi	City of Pasadena
Ms. Alyssa Aguilar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. David Campo	City of Lompoc
Ms. Linda McLean	Extenet Systems
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. Richard Soriano	City of Banning
Ms. Claudia Arellano	City of Vernon
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications

Mr. Mark Denning
Ms. Shawn Henderson
Mr. Renzo Garzon
Ms. Patti Ringo
Ms. Angela Pranata

M-Power Communications
T-Mobile USA
Mobilitie, LLC
Sonic Telecom, LLC
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:58 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 the review of the **October 2022 Operating expense sheet**. Mr. Treepaisan stated the committee is running under budget, which was good. There were no questions or comments.

The third agenda item is the **Accounts Receivable**. Ms. Pranata inquired for updates from AT&T Mobility and Verizon Wireless. Ms. Ortiz stated AT&T Mobility left the meeting. However, Ms. Ortiz knows there is one payment being mailed out for Invoice 21479. Ms. Ortiz will find out the status of Invoice 21383 and will follow up. Ms. Ortiz stated that Mr. Harmon is not on for Verizon Wireless, and she will follow up with Mr. Harmon as well.

Ms. Pranata stated the June 2022 invoices are being processed and new checks were being sent for those.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Pranata reported there was no report, and that Ms. Allen is on medical leave until Friday, November 18, 2022. She will return Monday and Tuesday, November 21st and November 22nd and then she will be on vacation Wednesday, November 23rd through Monday, November 28th returning Tuesday, November 29th.

There were no questions or comments.

The sixth item on the agenda is **JPA Member Activity**.

- Please contact SCJPC (Angela) if members would like to meet with the SCJPC to discuss memos.

Ms. Pranata reported for October 2022 bill of sale the office held over 198 JPAs or 2,163 poles.

There were no questions or comments.

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

SCJPC Office update:

- Office productivity without OT

- *OT spreadsheet*
- *Forecast updated*

Ms. Pranata displayed the *Productivity without Overtime* table for October 2022 bill of sale. The office processed 9,055 poles.

Ms. Pranata then displayed the SCJPC – *OVERTIME Monthly update* and stated as she mentioned last month the office is running out of joint JPAs to bill during overtime. Therefore, the staff is testing billing three party JPAs. Ms. Pranata displayed the numbers on the screen and stated the staff processed 11 poles per hour for three party JPAs for overtime. The staff worked about 200 hours total. Mr. Treepaisan inquired if the three party JPAs are more customized as far as difficulty and time. Ms. Pranata stated yes and explained it depends on the sections and some sections take longer than others to bill. For example, Section 7.7 Unauthorized Attach, Section 7.3 Overbuild, and Section 4.X will take longer than usual to bill. Mr. Treepaisan stated it is kind of hard to get an average on those just because they are so unique in difficulty. Ms. Pranata added she will not use the “11” poles per hour as the goal since it was the staff’s first time billing three party JPAs for overtime. Mr. Treepaisan stated perfect.

Ms. Pranata then displayed the *FORECAST UPDATED BASED ON ACTUAL DATA OCT 2022 B/S (updated 11/12/2022)*. Ms. Pranata stated that the office received 7,605 poles last month and the staff processed 9,055 poles during regular time and 2,499 poles during overtime with a total of 11,554 poles processed last month.

Mr. Treepaisan stated it looks like the backlog numbers are dwindling. Ms. Pranata replied yes and stated last month the members didn’t submit as much and the reason the backlog went down.

There were no further questions or comments.

Billing Errors/ Questions

There were none.

Inflation raise, Salary Ranges 2023-2025, Review of Performance rating, Review of Staff Compensation Process from 2019 (emailed to Operating members 10/12/2022 & 11/9/2022, not uploaded to Agenda webpage).

- *Action item from last month:*
- *Mr. Treepaisan will propose a couple of new salary ranges tables.*
- *Committee to review the 2019 documents and continue discussion at the next Operating Meeting.*

Note: Ms. Pranata will send the minutes to the Operating committee separately since confidential information will be included in the discussion.

2023 SCJPC Operating Budget

- *Waiting for the new Salary ranges*
- *Ms. Pranata will send the 2023 SCJPC Operating budget to the Operating committee via email.*

MISC

There were no miscellaneous.

Review of Action Items:

- Ms. Pranata will send the 2023 SCJPC Operating budget to the Operating committee via email.
- Ms. Mitwasi to send the company information or contacts for the salary analysis project to Ms. Pranata.

The meeting adjourned at 11:22 a.m. until January 18, 2023.

Ms. Kathleen Allen – Committee Transcriber

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		October 31, 2022			YTD Through October, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries	WITH OT	51,787	51,156.95	630	517,866	533,169.61	(15,304)	-3%	621,439
Regular (Budgeted)	51,156.95					-	-		
Non Budgeted						-	-		
OT (SCE)*			-			275.30			
Insurance		6,839	4,725.85	2,113	68,392	63,866.23	4,525	7%	82,070
Health/Dental	4,725.85					-	-		
Life (quarterly)	-					-	-		
						-	-		
Payroll Taxes		4,143	3,707.39	436	41,429	39,474.07	1,955	5%	49,715
Payroll Taxes (SCE)*			-			18.85			
Workers Compensation		229	241.83	(13)	2,292	2,489.30	(198)	-9%	2,750
Miscellaneous expenses/ Travel mileage reimbursement		33	55.12	(22)	333	168.92	164	49%	400
Telecommuting Reimbursement	semi-annual	96	-	96	960	576.00	384	40%	1,152
PENSION EXPENSE									
Contribution-SEP IRA		5,438	5,241.70	196	54,376	53,777.98	598	1%	65,251
Contribution-SEP IRA (SCE)*			-			28.91			
						-	-		
MONTHLY RECURRING									
Rent		9,612	9,700.60	(89)	96,117	95,425.54	691	1%	115,340
Alarm System	Quarterly	55	-	55	550	521.91	28	5%	660
Telephone & Internet	Cell, Fax, Internet, Business Voice	850	473.13	377	8,500	5,044.86	3,455	41%	10,200
Cisco WebEx Online Meeting		69	69.00	-	690	690.00	-	0%	828
Postage & Shipping		25	18.85	6	250	108.35	142	57%	300
Business/Property Insurance	Pro-Rated	167	-	167	1,667	1,509.76	157	9%	2,000
						-	-		
						-	-		
EQUIPMENT & FURNITURE									
						-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	11.42	(3)	83	21.17	62	75%	100
						-	-		
						-	-		
						-	-		

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

OPERATING EXPENSES		October 31, 2022			YTD Through October, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM						-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support		1,217	1,187.75	29	12,167	12,628.25	(462)	-4%	14,600
FRIEND Support		700	400.00	300	7,000	4,000.00	3,000	43%	8,400
Website, Data Center Hosting, Microsoft Azure VM		1,288	1,166.00	122	12,883	11,653.78	1,230	10%	15,460
Email/Domain Host/Sharefile	Email + Sharefile	198	197.50	-	1,975	1,975.00	-	0%	2,370
Computer (repair, maintenance, supplies)		158	(0.23)	159	1,583	594.29	989	62%	1,900
PRINTING & SUPPLY						-	-		
Office Printing		13	-	13	125	-	125	100%	150
Office Supplies		108	-	108	1,083	220.91	862	80%	1,300
CONTRACT SERVICES						-	-		
CPA/Auditor		417	-	417	4,167	690.00	3,477	83%	5,000
Attorney*		542	499.00	43	5,417	4,491.00	926	17%	6,500
GENERAL EXPENSE						-	-		
Payroll Service Fees		93	93.00	0	933	930.00	3	0%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	83	54.22	29	35%	100
Publications/Subscriptions/Reference	Pro-Rated	29	-	29	292	105.00	187	64%	350
Seminars, professional development, & tuition		117	-	117	1,167	464.46	702	60%	1,400
Team Building	QUARTERLY	167	-	167	1,667	1,210.72	456	27%	2,000
Member Retirement plaques		33	-	33	333	-	333	100%	400
Scan & shred document	1 box per year	13	-	13	133	-	133	100%	160
Total Operating Expenses		84,451.25	78,944.86	5,506.39	844,512.50	836,184.39	8,517.84	1%	1,013,415

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
Statement of Operating Expenses and Capital Investments

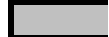
OPERATING EXPENSES		October 31, 2022			YTD Through October, 31 2022				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		113	-	113	1,125	1,208.00	(83)	-7%	1,350
FRIEND modification*		2,813	-	2,813	28,125	-	28,125	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	4,167	-	4,167	100%	5,000
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)	DOWNSIZED	492	337.26	154	4,917	3,447.60	1,469	30%	5,900
Hardware Purchase	NEW FIREWALL	117	1,152.74	(1,036)	1,167	1,427.32	(261)	-22%	1,400
						-			
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		3,950.00	1,490.00	2,460.00	39,500.00	6,082.92	33,417.08	85%	47,400
Interest Earned/Misc Income			(0.08)			(0.76)			
MemberFee Credit Sonic Telecomm						(75,963.60)			
*TOTAL SPECIAL BILLING SCE			-			(323.06)			
TOTAL		88,401.25	80,434.78	7,966.39	884,012.50	765,979.89	118,032.61	13%	1,060,815
*Special Billing Items paid by SCE separated									
*Items in blue are assessed equally									
11/7/2022									

Delinquent Accounts
As of 11/9/2022

MEMBERS ACCOUNTS RECEIVABLE - DELINQUENT ACCOUNTS

						PAST DUE NOTICES - DO NOT DELETE THIS INFORMATION Accounting staff: please enter past due sent info in each row/each cell				
Company Name	Invoice Month	Due By	FORMULA 60 Days past due	Amount	Invoice Number	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Apr '22	May 31, 2022	7/30/2022	\$ 946.96	21383	8/9/2022; 9/13/2022; 10/11/2022; 11/9/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	GV/JT	JT	7/12/2022
AT&T Mobility	Jul '22	August 31, 2022	10/30/2022	\$ 1,352.70	21479	11/9/2022	Email sent to Msanchez@motiveis.com; LACJPA@motiveis.com	JT	GV	10/11/2022
AT&T Mobility	Aug '22	September 30, 2022	11/29/2022	\$ 1,155.99	21511		Not 60 days, will email the following month		JT	11/9/2022
City of Azusa	Jun '22	July 31, 2022	9/29/2022	\$ 906.70	21436	10/11/2022; 11/9/2022	Email sent to dpatterson@azusaca.gov	GV/JT	GV	9/13/2022
EXTENET Systems	Jun '22	July 31, 2022	9/29/2022	\$ 852.22	21461	10/11/2022; 11/9/2022	Email sent to Lmclean@EXTENETSYSTEMS.COM	GV/JT	GV	9/13/2022
MCI Metro/ATS	Aug '22	September 30, 2022	11/29/2022	\$ 1,276.08	21512		Not 60 days, will email the following month		JT	11/9/2022
MCI Telecomm	Aug '22	September 30, 2022	11/29/2022	\$ 1,083.57	21513		Not 60 days, will email the following month		JT	11/9/2022
Mobilitie, LLC	Jun '22	July 31, 2022	9/29/2022	\$ 17.24	21463	10/11/2022; 11/9/2022	Email sent to AssetManagement@mobilitie.com	GV/JT	GV	9/13/2022
SPRINT COMM	May '22	June 30, 2022	8/29/2022	\$ 845.48	21427	Will send on 12/2022	Will send to: LLstatements@t-mobile.com; Mary.Joshi16@t-mobile.com		JT	11/9/2022
SPRINT-NEXTEL CORP	May '22	June 30, 2022	8/29/2022	\$ 878.53	21412	Will send on 12/2022	Will send to: LLstatements@t-mobile.com; Mary.Joshi16@t-mobile.com		JT	11/9/2022
Teleport Comm	Aug '22	September 30, 2022	11/29/2022	\$ 1,356.53	21498		Not 60 days, will email the following month		JT	11/9/2022
Time Warner-TWN	Aug '22	September 30, 2022	11/29/2022	\$ 662.49	21520		Not 60 days, will email the following month		JT	11/9/2022
Time Warner-TWS	Aug '22	September 30, 2022	11/29/2022	\$ 579.81	21519		Not 60 days, will email the following month		JT	11/9/2022
T-Mobile	Aug '22	September 30, 2022	11/29/2022	\$ 1,059.43	21515		Not 60 days, will email the following month		JT	11/9/2022
Verizon Wireless	Jul '22	August 31, 2022	10/30/2022	\$ 1,865.20	21465	11/9/2022	Email sent to: ATCJPA@motiveis.com; Marco.Murillo@VerizonWireless.com; JHarmon@motiveis.com; kcasey@motiveis.com	JT	GV	10/11/2022
Verizon Wireless	Aug '22	September 30, 2022	11/29/2022	\$ 1,551.01	21497		Not 60 days, will email the following month		JT	11/9/2022
XO Comm	Aug '22	September 30, 2022	11/29/2022	\$ 1,113.75	21518		Not 60 days, will email the following month		JT	11/9/2022

TOTAL **\$ 17,503.69** Past Due notices emailed out monthly - after 60 days past due

 = Members assessed penalty fee
 = Less than 80% but 50% or greater attendance
 = Less than 50% attendance
 = Excused absence

SOUTHERN CALIFORNIA JOINT POLE COMMITTEE
MEMBER BOARD MEETING ATTENDANCE
NOVEMBER 2021 - OCTOBER 2022

		MBR CODE	2021 NOV	2021 DEC	2022 JAN	2022 FEB	2022 MAR	2022 APR	2022 MAY	2022 JUN	2022 JUL	2022 AUG	2022 SEP	2022 OCT	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1		1	1	1	1	1	1	1	1	1	1	11	100%	E	11
2	Frontier Communications	FTR	1		1	1	1	1	1	1	1	1	1	1	11	100%	FTR	11
3	City of Los Angeles	M	1		1	1	1	1	1	1	1	1	1	1	11	100%	M	11
4	Crown Castle NG West Inc.	NG	1		1	1	1	1	1	1	1	1	1	1	11	100%	NG	11
5	AT&T California	H / T	1		1	1	1	1	1	1	1	1	1	1	11	100%	H / T	11
6	Bear Valley Electric	BVE	1		1	1	1	1	1	1	1	1	1	1	11	100%	BVE	11
7	Time-Warner	TWC	1		1	1	1	1	1	1	1	1	1	1	11	100%	TWC	11
8	City of Burbank	B	1		1	1	1	1	1	1	1	1	1	1	11	100%	B	11
9	City of Glendale	A	1		1	1	1	1	1	1	1	1	1	1	11	100%	A	11
10	City of Vernon	V	1		1	1	1	1	1	1	1	1	1	1	11	100%	V	11
11	City of Banning	COB	1		1	1	1	1	1	1	1	1	1	1	11	100%	COB	11
12	ATC Outdoor DAS	AMT	1		1	1	1	1	1	1	1	1	1	1	11	100%	AMT	11
13	XO Communications	NXT	1		1	1	1	1	1	1	1	1	1	1	11	100%	NXT	11
14	MCI/Metro	ATS	1		1	1	1	1	1	1	1	1	1	1	11	100%	ATS	11
15	MCI Communications	MCI	1		1	1	1	1	1	1	1	1	1	1	11	100%	MCI	11
16	Mobilitie LLC	MOB	1		1	1	1	1	1	1	1	1	1	1	11	100%	MOB	11
17	Teleport Comm America	TCA	1		1	1	1	1	1	1	1	1	1	1	11	100%	TCA	11
18	Sprint Communications	FON	1		1	1	1	1	1	1	1	1	1	1	11	100%	FON	11
19	Sprint-Nextel	SPR	1		1	1	1	1	1	1	1	1	1	1	11	100%	SPR	11
20	City of Colton	F	1		1	1	1	1	1	1	1	1	1	1	11	100%	F	11
21	City of Lompoc	LLW	1		1	1	1	1	1	1	1	1	1	1	11	100%	LLW	11
22	Sonic Telecom, LLC	STL					1	1	1	1	1	1	1	1	8	100%	STL	8
23	T-Mobile, USA	PBM	1		1	1	1	1	1	1	1	1	1	0	10	91%	PBM	11
24	City of Azusa	MA	1		1	1	1	1	1	1	1	1	0	1	10	91%	MA	11
25	Mpower/TelePacific	ICG	1		1	1	1	1	1	0	1	1	1	1	10	91%	ICG	11
26	Verizon Wireless	ATC	1		0	1	1	1	1	1	1	1	1	1	10	91%	ATC	11
27	City of Anaheim	D	1		1	0	1	1	1	1	1	1	1	1	10	91%	D	11
28	City of Riverside	J	1		1	1	1	1	1	1	0	1	1	1	10	91%	J	11
29	ExteNet Systems	EXT	1		1	1	1	1	1	1	0	1	1	0	9	82%	EXT	11
30	AT&T Mobility	LAC	1		1	1	1	1	1	0	0	1	1	1	9	82%	LAC	11
31	City of Pasadena	MP	1		1	1	1	0	1	1	0	1	1	1	9	82%	MP	11
	Total		30	0	29	29	31	30	31	29	27	31	30	29				

Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	NXT	TWC	V	Totals	YTD
Joint JPAs Billed				4	291	1			3	1	35	1		8			6	350	5031
% of Joint JPAs Billed	0.000	0.000	0.000	0.011	0.831	0.003	0.000	0.000	0.009	0.003	0.100	0.003	0.000	0.023	0.000	0.000	0.017	1.00	
Joint JPAs Returned	1	8	7	1	105				5	1	27			3			16	174	2956
Total Joint JPAs Processed	1	8	7	5	396	1	0	0	8	2	62	1	0	11	0	0	22	524	
Section 18.1F JPAs included in above																		0	
Multi JPAs Billed		1			160			1	5		4			33			1	205	1922
% of Multi JPAs Billed	0.000	0.005	0.000	0.000	0.780	0.000	0.000	0.005	0.024	0.000	0.020	0.000	0.000	0.161	0.000	0.000	0.005	1.00	
Multi JPAs Returned	3	48			150	11	1	2	15		24	13	1	104	3	3	23	401	3597
Total Multi JPAs Processed	3	49	0	0	310	11	1	3	20	0	28	13	1	137	3	3	24	606	5519
Section 18.1F JPAs included in above																			
Total # JPAs Billed	0	1	0	4	451	1	0	1	8	1	39	1	0	41	0	0	7	555	6953
% of JPAs Billed	0.000	0.002	0.000	0.007	0.813	0.002	0.000	0.002	0.014	0.002	0.070	0.002	0.000	0.074	0.000	0.000	0.013	1.00	
# of JPAs Returned																		575	
Total JPAs Processed	4	57	7	5	706	12	1	3	28	2	90	14	1	148	3	3	46	1130	13506
% of JPAs Billed																		49.12%	
% of JPAs returned																		50.88%	
Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	NXT	TWC	V	Totals	YTD
Poles Billed (Joint JPAs)				11	1721	9			10	2	130	4		18			13	1918	19746
Poles Returned (joint)	1	48	14	2	989				14	2	197			8			83	1358	22081
Poles Billed (Multi JPAs)		3			966			1	26		42			166			1	1205	9989
Poles Returned (multi)	35	545			1825	195	2	14	233		151	194	10	1176	34	37	123	4574	36793
Total # Poles Billed (Joint & Multi combined)	0	3	0	11	2687	9	0	1	36	2	172	4	0	184	0	0	14	3123	29735
% of Total Poles Billed (Joint & Multi combined)	0.000	0.001	0.000	0.004	0.860	0.003	0.000	0.000	0.012	0.001	0.055	0.001	0.000	0.059	0.000	0.000	0.004	1.00	
# of Poles Returned																		5932	58874
Total Poles Processed	36	596	14	13	5501	204	2	15	283	4	520	198	10	1368	34	37	220	9055	88609
% of Poles Billed																		34.49%	
% of Poles returned																		65.51%	
RETURN RATE # OF JPAS	100%	98%	100%	20%	36%	92%	100%	67%	71%	50%	57%	93%	100%	72%	100%	100%	85%		
RETURN RATE # OF POLES	100%	99%	100%	15%	51%	96%	100%	93%	87%	50%	67%	98%	100%	87%	100%	100%	94%		

Note: Held Over Poles include E and E submitted 18.1F's and will be billed first at the next Bill of Sale

SCE HELD OVERS (include E & E submitted 18.1F JPAs)	
HELD OVER JPAS	198
HELD OVER POLES	2163
Average poles/JPA in 2022	6.56

Actual JPAs/poles received from 9/3/2022 - 10/5/2022 (October Bill of Sale):		
	JPAS	POLES
SCE	663	4921
OTHER MEMBERS	363	2684

	JPAS	POLES
SCE CALL BACKS	4	50
SCE FORM 7 DO NOT BILL	8	99

Inspections Billed SCE Only: O&M (Inspection & Pole Tags)	
Inspection JPAs Billed	
Inspection Poles Billed	

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
14	153
5321	51783

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table	E OT YTD
298	3504
1309	13256
444	4333
2499	20336

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Jun-2019	2641	1327	67%	33%	1062	1412	43%	57%	6442	38%	43%	3703		PAPER / PRECOVID
Jul-2019	2447	1166	68%	32%	1329	1320	50%	50%	6262	42%	40%	3776		PAPER / PRECOVID
Aug-2019	2608	1273	67%	33%	1185	1667	42%	58%	6733	42%	44%	3793		PAPER / PRECOVID
Sep-2019	2608	1410	65%	35%	1393	1579	47%	53%	6990	43%	43%	4001		PAPER / PRECOVID
Oct-2019	2439	1595	60%	40%	1076	1129	49%	51%	6239	35%	44%	3515		PAPER / PRECOVID
Nov-2019	1808	1200	60%	40%	966	1938	33%	67%	5912	49%	53%	2774		PAPER / PRECOVID
Dec-2019	1967	1182	62%	38%	459	1581	23%	78%	5189	39%	53%	2426		PAPER / PRECOVID
Jan-2020	2794	1145	71%	29%	942	1287	42%	58%	6168	36%	39%	3736		PAPER / PRECOVID
Feb-2020	2208	1483	60%	40%	1048	2533	29%	71%	7272	49%	55%	3256		PAPER / PRECOVID
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
			#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!						

FORECAST 8542.24 Poles processed a month Feb 22-Dec 22

AVERAGE POLES PROCESSED MONTHLY ELECTRONIC (WFH) 8763.83 (12 months)

*Regular time per month contingent upon (based on 2021 data):

- Multi received: 48% or lower.
- Complexity of multi JPAs. (5+ owners JPAs take more time and resources).
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources. (return rate 62% or higher).
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources. (return rate 43% or higher).
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

JOINT (TWO OWNERS) JPAS

Bill of Sale Month	Poles Billed	Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Mar-22	793	745	1538	162	73	235	106	Started late on 3/7/22	14.51	51.56%	48.44%	68.94%	31.06%
Apr-22	2035	889	2924	632	143	775	226	More Poles/JPAs billable	12.94	69.60%	30.40%	81.55%	18.45%
May-22	1844	571	2415	611	86	697	192	More Poles/JPAs billable	12.58	76.36%	23.64%	87.66%	12.34%
Jun-22	1368	809	2177	304	77	381	155.25		14.02	62.84%	37.16%	79.79%	20.21%
Jul-22	2188	879	3067	659	110	769	224.75		13.65	71.34%	28.66%	85.70%	14.30%
Aug-22	2331	1095	3426	486	106	592	246		13.93	68.04%	31.96%	82.09%	17.91%
Sep-22	1388	902	2290	352	88	440	171		13.39	60.61%	39.39%	80.00%	20.00%
Oct-22	730	376	1106	172	47	219	84.75		13.05	66.00%	34.00%	78.54%	21.46%
Totals	12677	6266	18943	3378	730	4108	1405.75						

Average billing joint (2 owners) poles/hour goal:	12.10
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*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- 1. The % of billable joint poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
- 2. The % of billable joint JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
- 3. Staff availability.

THREE OWNERS JPAS (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

Bill of Sale Month	3P Poles Billed	3P Poles Returned	Total Poles (Billed + Returned) Processed	Number of JPAs BILLED	Number of JPAs Returned	Total # of JPAs Processed (Billed + Returned)	Additional work Hrs	NOTES	Poles/Hour	POLE BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %
Oct-22	579	814	1393	126	99	225	122.75		11.35	41.56%	58.44%	56.00%	44.00%
Totals	579	814	1393	126	99	225	122.75						

FORECAST UPDATED BASED ON ACTUAL DATA OCT 2022 B/S (UPDATED 11/12/22)

ORIGINAL FORECAST (3/2/2022)	Number of JPAs Members will send to the SCJPC:	1624 JPAs per month (1279 SCE + 345 Non SCE)
ORIGINAL FORECAST (3/2/2022)	Number of Poles Members will send to the SCJPC:	8542.24 Poles per month (SCE + Non SCE JPAs)
NEW FORECAST (5/18/2022 meeting)	Number of Poles Members will send to the SCJPC:	13,309.18 Poles per month (SCE 9000 + Non SCE 4309.18)

B/S 2/22	Actual number of poles members sent to the SCJPC:	11,217.00 poles
B/S 3/22	Actual number of poles members sent to the SCJPC:	9,777.00 poles
B/S 4/22	Actual number of poles members sent to the SCJPC:	11,040.00 poles
B/S 5/22	Actual number of poles members sent to the SCJPC:	4,256.00 poles
B/S 6/22	Actual number of poles members sent to the SCJPC:	17,238.00 poles
B/S 7/22	Actual number of poles members sent to the SCJPC:	11,371.00 poles
B/S 8/22	Actual number of poles members sent to the SCJPC:	8,590.00 poles
B/S 9/22	Actual number of poles members sent to the SCJPC:	9,276.00 poles
B/S 10/22	Actual number of poles members sent to the SCJPC:	7,605.00 poles

SCJPC to process poles/month Forecast	Regular time forecast	Overtime forecast	Total Poles forecast	Processed poles forecast monthly Assuming SCJPC WILL work overtime 126.98 hours per month
	8542.24	1536.46	10,078.70	

SCJPC processed poles (actual #) Actual Data	Regular time (actual)	Overtime (Actual)	Total Poles (Actual)	Bill of Sale	Actual pole processed
	9055	2499	11,554.00	8/5 10/22	

Bill of sale Month	Description	Count	Balance		Actual or forecast numbers
	Backlog balance as of end of Jan 2022		13,400.00	Poles	Actual
	Internal adjustment (correction)	(90.00)		Poles	Actual
Feb-22	Poles received from SCE this month (new JPAs)-SCE	7,679.00		Poles	Actual
Feb-22	Poles received from all other members this month (new JPAs)-NON SCE	3,538.00		Poles	Actual
Feb-22	SCJPC processed (SCE reg time)	(4,905.00)		Poles	Actual
Feb-22	SCJPC processed (SCE 18.1F reg time)	(453.00)		Poles	Actual
Feb-22	SCJPC processed (NON SCE reg time)	(3,538.00)		Poles	Actual
End of Feb 2022	Balance (backlog is included)		15,631.00	Poles	End of Feb 2022
Mar-22	Internal adjustment (correction)	97.00		Poles	Actual
Mar-22	Poles received from SCE this month (new JPAs)-SCE	7,018.00		Poles	Actual
Mar-22	Poles received from all other members this month (new JPAs)-NON SCE	2,759.00		Poles	Actual
Mar-22	SCJPC processed (SCE reg time)	(5,275.00)		Poles	Actual
Mar-22	SCJPC processed (SCE 18.1F reg time)	(1,360.00)		Poles	Actual
Mar-22	SCJPC processed (NON SCE reg time)	(2,759.00)		Poles	Actual
Mar-22	SCJPC processed during overtime	(1,538.00)		Poles	Actual
Mar-22	SCE Call Backs	(42.00)		Poles	Actual
End of Mar 2022	Balance (backlog is included)		14,531.00	Poles	End of Mar 2022
Apr-22	Internal adjustment (correction)	-		Poles	Actual
Apr-22	Poles received from SCE this month (new JPAs)-SCE	8,176.00		Poles	Actual
Apr-22	Poles received from all other members this month (new JPAs)-NON SCE	2,864.00		Poles	Actual
Apr-22	SCJPC processed (SCE reg time)	(6,034.00)		Poles	Actual
Apr-22	SCJPC processed (SCE 18.1F reg time)	(421.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE reg time)	(2,852.00)		Poles	Actual
Apr-22	SCJPC processed (NON SCE 18.1F reg time)	(12.00)		Poles	Actual
Apr-22	SCJPC processed during overtime	(2,924.00)		Poles	Actual
Apr-22	SCE Call Backs	(10.00)		Poles	Actual
End of Apr 2022	Balance (backlog is included)		13,318.00	Poles	End of Apr 2022
May-22	Internal adjustment (correction)	-		Poles	Actual
May-22	Poles received from SCE this month (new JPAs)-SCE	1,042.00		Poles	Actual
May-22	Poles received from all other members this month (new JPAs)-NON SCE	3,214.00		Poles	Actual
May-22	SCJPC processed (SCE reg time)	(4,110.00)		Poles	Actual
May-22	SCJPC processed (SCE 18.1F reg time)	(310.00)		Poles	Actual
May-22	SCJPC processed (NON SCE reg time)	(3,214.00)		Poles	Actual
May-22	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
May-22	SCJPC processed during overtime	(2,415.00)		Poles	Actual
May-22	SCE Call Backs	(48.00)		Poles	Actual
End of May 2022	Balance (backlog is included)		7,477.00	Poles	End of May 2022 bill of sale
Jun-22	Internal adjustment (correction)	-		Poles	Actual
Jun-22	Poles received from SCE this month (new JPAs)-SCE	12,743.00		Poles	Actual
Jun-22	Poles received from all other members this month (new JPAs)-NON SCE	4,495.00		Poles	Actual
Jun-22	Poles SCE JPC COR	2.00		Poles	Actual
Jun-22	Poles NON SCE JPC COR	6.00		Poles	Actual
Jun-22	SCJPC processed (SCE reg time)	(4,347.00)		Poles	Actual
Jun-22	SCJPC processed (SCE 18.1F reg time)	(537.00)		Poles	Actual
Jun-22	SCJPC processed (NON SCE reg time)	(4,495.00)		Poles	Actual
Jun-22	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jun-22	SCJPC processed Poles SCE JPC COR	(2.00)		Poles	Actual
Jun-22	SCJPC processed Poles NON SCE JPC COR	(6.00)		Poles	Actual
Jun-22	SCJPC processed during overtime	(2,177.00)		Poles	Actual
Jun-22	SCE Call Backs	(114.00)		Poles	Actual
End of June 2022	Balance (backlog is included)		13,045.00	Poles	End of June 2022 bill of sale
Jul-22	Internal adjustment (correction)	4.00		Poles	Actual
Jul-22	Poles received from SCE this month (new JPAs)-SCE	8,903.00		Poles	Actual
Jul-22	Poles received from all other members this month (new JPAs)-NON SCE	2,468.00		Poles	Actual
Jul-22	Poles SCE JPC COR	-		Poles	Actual
Jul-22	Poles NON SCE JPC COR	9.00		Poles	Actual
Jul-22	SCJPC processed (SCE reg time)	(5,089.00)		Poles	Actual
Jul-22	SCJPC processed (SCE 18.1F reg time)	(1,206.00)		Poles	Actual
Jul-22	SCJPC processed (NON SCE reg time)	(2,468.00)		Poles	Actual
Jul-22	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Jul-22	SCJPC processed Poles SCE JPC COR	-		Poles	Actual
Jul-22	SCJPC Processed Poles NON SCE JPC COR	(9.00)		Poles	Actual
Jul-22	SCJPC processed during overtime	(3,067.00)		Poles	Actual
Jul-22	SCE Call Backs	(261.00)		Poles	Actual
End of July 2022	Balance (backlog is included)		12,329.00	Poles	End of July 2022
Aug-2022	Internal adjustment (correction)	-		Poles	Actual
Aug-2022	Poles received from SCE this month (new JPAs)-SCE	5,693.00		Poles	Actual
Aug-2022	Poles received from all other members this month (new JPAs)-NON SCE	2,897.00		Poles	Actual
Aug-2022	Poles SCE JPC COR	-		Poles	Actual
Aug-2022	Poles NON SCE JPC COR	1.00		Poles	Actual
Aug-2022	SCJPC processed (SCE reg time)	(5,847.00)		Poles	Actual
Aug-2022	SCJPC processed (SCE 18.1F reg time)	(942.00)		Poles	Actual
Aug-2022	SCJPC processed (NON SCE reg time)	(2,896.00)		Poles	Actual
Aug-2022	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Aug-2022	SCJPC processed Poles SCE JPC COR	-		Poles	Actual
Aug-2022	SCJPC Processed Poles NON SCE JPC COR	(1.00)		Poles	Actual
Aug-2022	SCJPC processed during overtime	(3,426.00)		Poles	Actual
Aug-2022	SCE Call Backs	(146.00)		Poles	Actual
End of August 2022	Balance (backlog is included)		7,662.00	Poles	End of August 2022
Sep-2022	Internal adjustment (correction)	8.00		Poles	Actual
Sep-2022	Poles received from SCE this month (new JPAs)-SCE	6,047.00		Poles	Actual
Sep-2022	Poles received from all other members this month (new JPAs)-NON SCE	3,229.00		Poles	Actual
Sep-2022	Poles SCE JPC COR	-		Poles	Actual
Sep-2022	Poles NON SCE JPC COR	1.00		Poles	Actual
Sep-2022	SCJPC processed (SCE reg time)	(4,152.00)		Poles	Actual
Sep-2022	SCJPC processed (SCE 18.1F reg time)	(766.00)		Poles	Actual
Sep-2022	SCJPC processed (NON SCE reg time)	(3,229.00)		Poles	Actual
Sep-2022	SCJPC processed (NON SCE 18.1F reg time)	-		Poles	Actual
Sep-2022	SCJPC processed Poles SCE JPC COR	-		Poles	Actual
Sep-2022	SCJPC Processed Poles NON SCE JPC COR	(1.00)		Poles	Actual
Sep-2022	SCJPC processed during overtime	(2,290.00)		Poles	Actual
Sep-2022	SCE Call Backs	(78.00)		Poles	Actual
Sep-2022	SCE F7 DO NO BILLS	(179.00)		Poles	Forecast
End of September 2022	Balance (backlog is included)		6,252.00	Poles	End of September 2022
Oct-2022	Internal adjustment (correction)	5.00		Poles	Actual
Oct-2022	Poles received from SCE this month (new JPAs)-SCE	4,921.00		Poles	Actual
Oct-2022	Poles received from all other members this month (new JPAs)-NON SCE	2,684.00		Poles	Actual
Oct-2022	Poles SCE JPC COR	-		Poles	Actual
Oct-2022	Poles NON SCE JPC COR	12.00		Poles	Actual
Oct-2022	SCJPC processed (SCE reg time)	(5,509.00)		Poles	Actual
Oct-2022	SCJPC processed (SCE 18.1F reg time)	(858.00)		Poles	Actual
Oct-2022	SCJPC processed (NON SCE reg time)	(2,681.00)		Poles	Actual
Oct-2022	SCJPC processed (NON SCE 18.1F reg time)	(3.00)		Poles	Actual
Oct-2022	SCJPC processed Poles SCE JPC COR	-		Poles	Actual
Oct-2022	SCJPC Processed Poles NON SCE JPC COR	(12.00)		Poles	Actual
Oct-2022	SCJPC processed during overtime	(2,499.00)		Poles	Actual
Oct-2022	SCE Call Backs	(50.00)		Poles	Actual
Oct-2022	SCE F7 DO NO BILLS	(99.00)		Poles	Actual
End of October 2022	Balance (backlog is included)		2,163.00	Poles	End of October 2022
Nov-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Nov-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		5,393.48	Poles	
Dec-22	Poles received from all members this month (new JPAs)	13,309.18		Poles	Forecast
Dec-22	SCJPC to Process (Reg+Overtime)	(10,078.70)		Poles	Forecast
	Balance (backlog is included)		8,623.96	Poles	

*Regular time per month contingent upon (based on 2021 data):

- Multi received: 48% or lower.
- Complexity of multi JPAs.
- Billable poles rate: 38% or lower. Note: Billable poles take more time and resources.
- Billable JPAs rate: 57% or lower. Note: Billable JPAs take more time and resources.
- Length of committee meetings. Transcribing long meetings will take time away from billing.
- Average 5.26 poles/JPA

*Overtime poles per month contingent upon (based on 2020 & 2021 OT data):

- The % of billable poles: 60% (or less) of the volume processed can be billed (based on SCE OT data).
- The % of billable JPAs: 76% (or less) of the volume processed can be billed (based on SCE OT data).
- Staff availability.