

Southern California Joint Pole Committee

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February 19, 2025

A regular meeting of the **Operating Committee** took place on the above date, at 10:36 a.m., via teleconference.

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Silvana Ray	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Mr. Cesar Rodriguez	Southern California Edison
Mr. Kristoffer Scheetz	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Robert Stanard	AT&T California
Mr. Alvin Robielos	AT&T California
Ms. Joy Young	AT&T California
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Mr. Irvin Orzuna	City of Glendale
Mr. Salvador Zambrano	City of Burbank
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Phillip Hinojos	City of Colton
Ms. Nicole Munoz	City of Colton
Mr. Ben Coffey	City of Banning
Mr. David 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. Tamara Zaki
Ms. Patti Ringo
Ms. Angela Pranata
Ms. Kathleen Allen

Boldyn Networks US LLC
Sonic Telecom, LLC
Committee Staff
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:36 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 2025 Operating expense sheets**.

There were no questions or comments.

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

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. Ms. Pranata stated she applied an excused absence for City of Glendale and the City of Pasadena for January 2025 due to the fire. Mr. Harmon inquired if a weeklong meeting with the CPUC would be an excused absence. Mr. Treepasian stated to him that it would constitute an emergency situation.

There were no further questions or comments.

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

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 displayed the Member Activity Report (see attached) for January 2025. Ms. Pranata reported for January 2025 bill of sale the office processed 8,279 poles. Ms. Pranata then stated that Ms. Allen added a table to show the priority JPAs and poles finalized and therefore the committee can keep track. Ms. Allen will have an update at the next bullet point.

There were no questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- SCJPC OT monthly report. SCJPC will pay for OT starting July 2024. SCJPC to process all JPAs in the order they are received.
- Billed JPAs - Poles percentages

Ms. Pranata reported that the next page shows the *Productivity without Overtime*

(see attached). Ms. Pranata stated multiple staff were out of the office on vacation at the beginning of January.

Ms. Pranata then displayed the *SCJPC Overtime Monthly Update* report (see attached). Ms. Pranata stated in January 2025 the staff worked an additional 115.5 hours.

Ms. Pranata reported the next page is the *Report from the SCJPC database* (see attached) on finalized JPAs. Ms. Pranata stated that in January 2025 SCJPC finalized 83.61 % of Edison base-owner poles.

There were no questions or comments.

Billing Errors/Billing Questions (standing agenda)

- Priority JPAs (Kathleen, SCJPC)

Ms. Allen displayed the Priority JPA in Office count. Ms. Allen open and stated that in January 2025 SCJPC received 39 JPAs 171 poles. February caught SCJPC off guard because the office ended up receiving 256 JPAs 1,723 poles. Ms. Allen stated that it was a little overwhelming because she was not prepared. The staff did get them all billed. Ms. Allen does not have exact numbers yet since February 2025 bill of sale was still open. Ms. Allen will have more information once the month of February 2025 bill of sale closes. Ms. Allen then stated that priority JPAs are already being submitted for March 2025 bill of sale. Ms. Allen stated from her understanding at the last Operating Committee Meeting that billers are to process the JPAs and not return via memo unless the members agree. The JPAs that are pending next in queue will be pushed down and not be processed until the priority JPAs are billed. Ms. Black stated that she has some concerns, and that the committee needs to better define a priority JPA. Mr. Treepasian stated that the committee could start working on that and maybe come up with something for next month. Members can email Mr. Treepasian priority reasons, and he can compile a list. Mr. Treepasian asked Ms. Allen if she noticed any reoccurring themes. Ms. Allen stated no. Ms. Allen stated that many of them were regular Section 4.0, 4.1, and 4.4. Ms. Allen explained that the multis take longer to bill because there are usually multiple transactions for one pole. Ms. Allen continued that prior to priority JPAs the billers were returning the JPA via memo at the first error. Now billers prebill the entire JPA call out all errors contact the member directly to fix. Once fix the billers will then bill the JPA. The billers did say that they have found three errors or less so far on the JPA. Ms. Allen then stated that contacting the members to fix the JPAs have been great. The members get back to the staff ASAP sometimes within hours. Ms. Allen reiterated that it does take longer because there are more billable poles which means more typeable poles. The preliminary numbers for February 2025 bill of sale shows a 14% increase in billed poles which is good because base owners are getting paid. Mr. Van Stryk inquired if Ms. Pranata could display the Member Activity report. Mr. Treepasian stated that from the last meeting priority reasons he has are car hit pole, bill first, 18.1F, and correction of records. Ms. Pranata shared the Member Activity report (see attached). Mr. Van Stryk inquired what percentage of members total submissions are priority. Mr. Van Stryk then stated is it a small amount or a big amount and perhaps it might be a unique problem to that member and maybe falling to far behind. Ms. Black stated that the priority JPAs that are being submitted are bill first and other JPAs need to finalize after. Ms. LaMon stated

that is correct. Ms. Black stated that everyone is focusing on their backlog AT&T California as well. However, they are not marking the JPAs as priority and will just fall into the queue and work as normal. Ms. Black suggested that Crown Castle do the same. Prioritize it internally and then it would get worked first. Ms. Black does not think SCJPC has the capacity for the billers to react to all of these priorities that it generates because companies are all just really ramping up. Ms. LaMon inquired if the priority numbers Ms. Allen shared were from February 2025. Ms. Allen stated that she shared January 2025 and February 2025 Priority count. Ms. Allen shared the January 2025 Priority count again (see attached). Ms. Allen then stated that she also wanted to share March 2025 Priority count for all members to be on the same page. Ms. Allen then shared the Pending JPAs at the SCJPC office list (see attached). Ms. Allen highlighted in yellow the JPAs that were pushed down (or moved to March 2025 to be processed) due to prioritizing and finalizing the priority JPAs. Ms. Allen stated about 1800 poles moved to the front of the line. Ms. Pranata stated that SCJPC does not see a big increase from SCE; however, SCJPC sees a big increase from Crown Castle. Mr. Treepasian stated to Mr. Van Stryk's point that he would like to see the percentage of priorities verses total submission. Perhaps the committee can cap the limit of priorities because the numbers are increasing, and it is all stemming from Crown Castle. Mr. Treepasian stated that even limited to the four priorities, car hit pole, bill first, correction of record, and 18.1F still could be a large number to deal with. Maybe limiting the number of priorities might be the best way to handle it as far as the workload for the office. Mr. Treepasian stated that he will play with the numbers and get in contact with Ms. Pranata and Ms. Allen. Ms. Pranata ask for clarification. Moving forward SCJPC will be business as usual and SCJPC will prioritize all these JPAs that the committee has requested. Mr. Van Stryk replied yes and stated that members should also state a reason for the priority JPA(s) on their submission. That also might help Mr. Treepasian, and the committee address why the priority. Ms. LaMon stated that Crown Castle will pull back the number of JPAs they are submitted priority. Ms. LaMon then stated that last meeting it was discussed that the fires could potentially be a reason of priority. Ms. LaMon inquired if that is still a possibility. Mr. Van Stryk replied yes and stated natural disaster sounds appropriate. Ms. LaMon stated the issue with that is, there is probably a lot of JPAs that need to bill first just in the large queue that members all have. Mr. Van Stryk and Ms. Black agreed. Ms. Black then stated the restoration work of those disasters are going to generate a JPA and to Ms. LaMon's point there could be one of the poles that burnt down could have been replaced the day before and that JPA has to bill first. Ms. Black is unsure if the committee wants to prioritize restoration disaster at this time. The committee should ask the members to identify all of the stuff is going to hang them up and those become bill first. Similar to the bill first kind of scenario that is not associated with purchase of interest. Mr. Van Stryk stated he likes allowing the utilities that is dealing with a natural disaster and communication members as well to get their administrative work prioritized and completed therefore that they could focus their attention on other areas that might be beneficial to the companies that really just want to try to get these things taken care of. Mr. Treepasian then stated the committee will move forward with including fire restoration because of the fire apostrophe and if it becomes an issue much like the other part of the priority list, the committee can address it, cap it, and work through it. Mr. Treepasian then inquired if Ms. LaMon was going to hold off on sending priority JPAs or provide a spreadsheet like she mentioned earlier. Ms. LaMon stated that they

are all bill first. Ms. LaMon then explained Crown Castle received a large number of notices from LADWP along with the notices that Crown Castle received from SCE some time ago. Crown Castle has been working on trying to bill them so that others can bill theirs as well and the reason for priority. Mr. Treepasian stated that it is understandable, and Mr. Van Stryk stated that he does not know if that constitutes a priority; however, he understands. Ms. Bailey wanted to give a heads up and added that if the committee does make the disaster JPAs a priority, that would be pretty much everything that SCE is submitting currently. Ms. Bailey stated that SCE is working on priority Storm JPAs right now and they do have a lot of them that they are working through currently. Mr. Bacon wanted to give a heads up as well and stated that LADWP is doing the same thing. It is going to be one JPA per pole because of the disaster in the Palisades. Mr. Van Stryk stated that it is fine to prioritize. Ms. Black inquired if members could put in the location and nature of work, what the disaster is. That is helpful for AT&T California to distinguish the category that they pay from for that job. Mr. Bacon inquired what Ms. Black would like, for example, burnt pole Palisades fire. Ms. Black stated the just the fire name would do and they would know by the section number. Mr. Armstrong stated that the City of Pasadena has a lot of them as well and they want to separate the difference between what was burned up in the fire and what was blown over damaged by trees that fell during the wind. Mr. Armstrong stated that they could put that on the JPA to identify that. Ms. Bailey stated for SCE it does show on the JPA what the fire, what the windstorm, or what the storm description was as well as if the pole was burned or if it was a windstorm. SCE clearly has that on the storm JPAs that they will be submitting. Mr. Treepasian stated the committee will circle back to these priority JPAs next meeting.

There were no further questions or comments.

Training request from City of Colton

Ms. Pranata displayed an email on the screen from the City of Colton. Ms. Pranata stated that she received some questions from the City of Colton. Ms. Pranata notified them that some of the questions fall outside the SCJPC office staff's knowledge because SCJPC manages the Final Form 2 and not the preliminary stages. If they have questions about the final, Ms. Allen or the staff would be willing to train them and have a meeting with them; however, for questions outside the Final, a committee member would have to answer their questions or train their staff. Mr. Hinojos explained that the City of Colton had an in house turnover for their joint pole. Some of the staff has reached out to see if they can get further training on how to pick up the pieces up from the previous person that left off. Mr. Treepasian stated that some of the questions look like the answers would be explicitly in the Routine Handbook. Mr. Treepasian then inquired if the City of Colton reviewed the Routine Handbook. Mr. Hinojos had the same question for his staff and told them the best solution would be to review the Routine Handbook and then on a case by case basis possibly reach out to the staff in order to do the process accordingly. Mr. Treepasian suggested that maybe the City of Colton might work internally inhouse and then if they have some questions Mr. Treepasian could help offline of what he does know. Mr. Treepasian then stated that the committee could revisit this as Mr. Hinojos teams gets a little more versed, but most of the questions are well defined in the Routine Handbook. Ms. Ortiz added Section 18 is specifically for the forms and the timelines. That is a helpful section along

with section 21 is full of examples. Ms. Black stated that there are two training Power Points on the SCJPC website, and all the training videos Ms. Allen has created as well. Mr. Hinojos stated that he will have the City of Colton team review those sources again. Mr. Hinojos thanked the committee.

There were no further questions or comments.

Review of Action Items:

- Members to send Mr. Treepasian reasons for priority JPAs,
- Mr. Treepasian to compile a list of priority JPA reasons.

The meeting adjourned at 11:23 a.m. until March 19, 2025.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES	Details	January 31, 2025			YTD Through January, 31 2025				Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
EMPLOYEE EXPENSE									
Salaries		-	66,093.60	(66,093.60)	-	66,093.60	(66,093.60)	#DIV/0!	0.00
Regular (Budgeted)	66,093.60	-	-	-	-	-	-	-	0.00
									0.00
Insurance		-	8,710.64	(8,710.64)	-	8,710.64	(8,710.64)	#DIV/0!	0.00
Health/Dental	8,710.64								0.00
Life (quarterly)	-								0.00
									0.00
Payroll Taxes		-	6,674.09	(6,674.09)	-	6,674.09	(6,674.09)	#DIV/0!	0.00
Workers Compensation		-	608.50	(608.50)	-	608.50	(608.50)	#DIV/0!	0.00
Miscellaneous expenses/ Travel mileage reimbursement		-	-	-	-	-	-	#DIV/0!	0.00
									0.00
									0.00
PENSION EXPENSE									
Contribution-SEP IRA		-	6,398.16	(6,398.16)	-	6,398.16	(6,398.16)	#DIV/0!	0.00
									0.00
									0.00
MONTHLY RECURRING									
Rent		-	10,187.73	(10,187.73)	-	10,187.73	(10,187.73)	#DIV/0!	0.00
Alarm System	Quarterly	-	-	-	-	-	-	#DIV/0!	0.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	-	595.10	(595.10)	-	595.10	(595.10)	#DIV/0!	0.00
									0.00
Postage & Shipping		-	47.15	(47.15)	-	47.15	(47.15)	#DIV/0!	0.00
Business/Property Insurance	Pro-Rated	-	1,802.63	(1,802.63)	-	1,802.63	(1,802.63)	#DIV/0!	0.00
									0.00
									0.00
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	-	-	-	-	-	-	#DIV/0!	0.00
									0.00
									0.00
									0.00

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

OPERATING EXPENSES	Details	January 31, 2025			YTD Through January, 31 2025				Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM				-			-		0.00
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		-	1,180.75	(1,180.75)	-	1,180.75	(1,180.75)	#DIV/0!	0.00
FRIEND Support		-	400.00	(400.00)	-	400.00	(400.00)	#DIV/0!	0.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		-	597.00	(597.00)	-	597.00	(597.00)	#DIV/0!	0.00
Computer (repair, maintenance, supplies)	Computer part repair	-	219.28	(219.28)	-	219.28	(219.28)	#DIV/0!	0.00
				-			-		0.00
PRINTING & SUPPLY				-			-		0.00
Office Printing		-	25.52	(25.52)	-	25.52	(25.52)	#DIV/0!	0.00
Office Supplies		-	61.96	(61.96)	-	61.96	(61.96)	#DIV/0!	0.00
				-			-		0.00
				-			-		0.00
CONTRACT SERVICES				-			-		0.00
Accountant/Yearly Financial Review		-	600.00	(600.00)	-	600.00	(600.00)	#DIV/0!	0.00
Attorney* (Vision Law Corp)	Equal Assessment	-	499.00	(499.00)	-	499.00	(499.00)	#DIV/0!	0.00
		-	-	-	-	-	-		0.00
				-			-		0.00
GENERAL EXPENSE				-			-		0.00
Payroll Service Fees		-	100.00	(100.00)	-	100.00	(100.00)	#DIV/0!	0.00
Bank fees/Checks printing	Pro-Rated	-	-	-	-	-	-	#DIV/0!	0.00
Publications/Subscriptions/Reference (DocuSign)		-	-	-	-	-	-	#DIV/0!	0.00
Seminars, professional development, & tuition		-	-	-	-	-	-	#DIV/0!	0.00
Team Building	Semi Annual	-	-	-	-	-	-	#DIV/0!	0.00
Member Retirement plaques		-	-	-	-	-	-	#DIV/0!	0.00
Scan & shred confidential document		-	-	-	-	-	-	#DIV/0!	0.00
Total Operating Expenses		-	104,801.11	(104,801.11)	-	104,801.11	(104,801.11)	#DIV/0!	0.00

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

OPERATING EXPENSES	January 31, 2025			YTD Through January, 31 2025			%	Annual	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded			Variance
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	TIME CARD SOFTWARE	-	20.00	(20.00)	-	20.00	(20.00)	#DIV/0!	0.00
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		-	337.26	(337.26)	-	337.26	(337.26)	#DIV/0!	0.00
Hardware Purchase - New laptops for staff		-	-	-	-	-	-	#DIV/0!	0.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		-	357.26	(357.26)	-	357.26	(357.26)	#DIV/0!	0.00
Interest Earned/Misc Income			(0.40)			(0.40)			
TOTAL		-	105,157.97	(105,158.37)	-	105,157.97	(105,157.97)	#DIV/0!	0.00
*Items in blue are assessed equally									
2/5/2025									

Delinquent Accounts
As of 2/12/2025

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	Company Code	Past Due Notice Date Sent	Past due sent to & response notes	Past Due Notices Date by	Input By	Input Date
AT&T Mobility	Nov 2024	December 31, 2024	3/1/2025	\$ 2,251.46	22375	LAC		Not 60 days, will email the following month		GV	2/11/2025
Crown Castle NG West Inc.	Nov 2024	December 31, 2024	3/1/2025	\$ 4,806.56	22386	NG		Not 60 days, will email the following month		GV	2/11/2025
Extenet Systems CA LLC	Oct 2024	November 30, 2024	1/29/2025	\$ 1,075.58	22357	EXT	2/11/2025	Emailed to ap@extenetsystems.com & jpadesk@extenetsystems.com	GV	JT	1/8/2025
Extenet Systems CA LLC	Nov 2024	December 31, 2024	3/1/2025	\$ 2,082.96	22389	EXT		Not 60 days, will email the following month		GV	2/11/2025
Sprint-Nextel Corporation	Sept 2024	October 31, 2024	12/30/2024	\$ 1,642.27	22308	SPR	1/7/2025; 2/11/2025	Emailed to: SPRJPA@motiveis.com; Bill.Nolan@t-mobile.com	JT; GV	JT	12/9/2024
Sprint-Nextel Corporation	Oct 2024	November 30, 2024	1/29/2025	\$ 1,087.63	22340	SPR	2/11/2025	Emailed to: SPRJPA@motiveis.com; Bill.Nolan@t-mobile.com	GV	JT	1/8/2025
Sprint-Nextel Corporation	Nov 2024	December 31, 2024	3/1/2025	\$ 2,100.32	22372	SPR		Not 60 days, will email the following month		GV	2/11/2025
Teleport Comm. America LLC	Sept 2024	October 31, 2024	12/30/2024	\$ 1,986.05	22298	TCA	1/7/2025; 2/11/2025	Emailed to: ba3817@att.com; TCAJPA@motiveis.com	JT; GV	JT	12/9/2024
Verizon Wireless	Nov 2024	December 31, 2024	3/1/2025	\$ 2,768.97	22361	ATC		Not 60 days, will email the following month		GV	2/11/2025

Past due notices will be emailed after 60 days past due, once a month.

TOTAL **\$ 12,743.78**

- = 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 2024 - JANUARY 2025**

	MBR CODE	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	2024 JUL	2024 AUG	2024 SEP	2024 OCT	2024 NOV	2024 DEC	2025 JAN	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	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	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	1	1	1	1	1	1	1	1		1	11	100%	NG	11
4	AT&T California	H / T	1	1	1	1	1	1	1	1	1		1	11	100%	H / T	11
5	Time-Warner	TWC	1	1	1	1	1	1	1	1	1		1	11	100%	TWC	11
6	City of Burbank	B	1	1	1	1	1	1	1	1	1		1	11	100%	B	11
7	City of Vernon	V	1	1	1	1	1	1	1	1	1		1	11	100%	V	11
8	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1	1		1	11	100%	AMT	11
9	Sprint Communications	FON	1	1	1	1	1	1	1	1	1		1	11	100%	FON	11
10	Sprint-Nextel	SPR	1	1	1	1	1	1	1	1	1		1	11	100%	SPR	11
11	ExteNet Systems	EXT	1	1	1	1	1	1	1	1	1		1	11	100%	EXT	11
12	City of Los Angeles	M	1	1	1	1	1	1	1	1	1		1	11	100%	M	11
13	Verizon Wireless	ATC	1	1	1	1	1	1	1	1	1		1	11	100%	ATC	11
14	City of Lompoc	LLW	1	1	1	1	0	1	1	1	1		1	10	91%	LLW	11
15	City of Anaheim	D	1	1	1	1	0	1	1	1	1		1	10	91%	D	11
16	Boldyn Networks US LLC	MOB	1	1	1	1	1	1	1	0	1		1	10	91%	MOB	11
17	AT&T Mobility	LAC	1	1	1	1	1	1	1	1	0		1	10	91%	LAC	11
18	T-Mobile, USA	PBM	1	1	1	1	1	1	1	1	0		1	10	91%	PBM	11
19	Bear Valley Electric	BVE	1	1	1	0	1	1	1	1	1		1	10	91%	BVE	11
20	City of Banning	COB	1	1	1	1	0	1	1	0	1		1	9	82%	COB	11
21	MCI/Metro	ATS	1	1	1	0	1	1	0	1	1		1	9	82%	ATS	11
22	MCI Communications	MCI	1	1	1	0	1	1	0	1	1		1	9	82%	MCI	11
23	XO Communications	NXT	1	1	1	0	1	1	0	1	1		1	9	82%	NXT	11
24	City of Azusa	MA	1	1	1	1	1	0	0	1	1		1	9	82%	MA	11
25	Teleport Comm America	TCA	1	1	0	0	1	1	1	1	1		1	9	82%	TCA	11
26	Sonic Telecom, LLC	STL	1	1	1	0	1	0	1	1	1		1	9	82%	STL	11
27	City of Riverside	J	1	1	1	1	1	1	1	0	0		1	9	82%	J	11
28	City of Colton	F	0	1	1	0	1	1	0	1	1		1	8	73%	F	11
29	Mpower/TelePacific	ICG	1	1	1	1	0	0	1	0	1		1	8	73%	ICG	11
30	City of Pasadena	MP	1	1	0	1	1	0	1	0	1		0	7	64%	MP	10
31	City of Glendale	A	1	1	1	1	1	0	0	0	0		0	5	45%	A	10
Total			30	31	29	24	27	26	25	28	27	27	0	29	Total		
NO MEETING IN DECEMBER			FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN			

Member	ATC	ATS	BVE	COB	E	EXT	H/T	M	MCI	NG	TWC	Totals	YTD
Joint JPAs Billed	3				627	1	13	9	1	24	1	679	679
% of Joint JPAs Billed	0.004	0.000	0.000	0.000	0.923	0.001	0.019	0.013	0.001	0.035	0.001	1.00	
Joint JPAs Returned	2	18	2	1	72	2	9	39	2	2	1	150	150
Total Joint JPAs Processed	5	18	2	1	699	3	22	48	3	26	2	829	
Section 18.1F JPAs included in above												0	
Multi JPAs Billed		13			128	1	5	3	4	106	10	270	270
% of Multi JPAs Billed	0.000	0.048	0.000	0.000	0.474	0.004	0.019	0.011	0.015	0.393	0.037	1.00	
Multi JPAs Returned		151			49	6	9	16	32	53	12	328	328
Total Multi JPAs Processed	0	164	0	0	177	7	14	19	36	159	22	598	598
Section 18.1F JPAs included in above							2			2		4	
Total # JPAs Billed	3	13	0	0	755	2	18	12	5	130	11	949	949
% of JPAs Billed	0.003	0.014	0.000	0.000	0.796	0.002	0.019	0.013	0.005	0.137	0.012	1.00	
# of JPAs Returned												478	478
Total JPAs Processed	5	182	2	1	876	10	36	67	39	185	24	1427	1427
% of JPAs Billed												66.50%	
% of JPAs returned												33.50%	

Member	ATC	ATS	BVE	COB	E	EXT	H/T	M	MCI	NG	TWC	Totals	YTD
Poles Billed (Joint JPAs)	5				2093	8	27	36	1	42	2	2214	2214
Poles Returned (joint)	3	102	8	2	516	5	22	208	11	2	1	880	880
Poles Billed (Multi JPAs)		282			547	1	17	8	27	717	14	1613	1613
Poles Returned (multi)		2112			256	75	76	111	296	576	70	3572	3572
Total # Poles Billed (Joint & Multi combined)	5	282	0	0	2640	9	44	44	28	759	16	3827	3827
% of Total Poles Billed (Joint & Multi combined)	0.001	0.074	0.000	0.000	0.690	0.002	0.011	0.011	0.007	0.198	0.004	1.00	
# of Poles Returned												4452	4452
Total Poles Processed	8	2496	8	2	3412	89	142	363	335	1337	87	8279	8279
% of Poles Billed												46.23%	
% of Poles returned												53.77%	
RETURN RATE # OF JPAS	40%	93%	100%	100%	14%	80%	50%	82%	87%	30%	54%		
RETURN RATE # OF POLES	38%	89%	100%	100%	23%	90%	69%	88%	92%	43%	82%		

ALL SUB HELD OVERS	E SUB	NON E	TOTAL
HELD OVER JPAS	4807	2902	7709
HELD OVER POLES	22941	27952	50893

Average poles/JPA in 2024	5.80
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PRIORITY JPAS	E SUB	NON E	TOTAL
PRIORITY JPAS	9	30	39
PRIORITY POLES	30	141	171

NON E Call Backs & F7 Do Not Bill received AFTER we finished processing (final-billed) the JPAs	JPAS	POLES
Call Backs	0	0
F7 Do not Bill (not included in the above table)	1	3

E SUB Call Backs & F7 Do Not Bill received AFTER we finished processing (final-billed) the JPAs	JPAS	POLES
Call Backs	1	2
F7 Do not Bill (not included in the above table)	1	1

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

Actual JPAs/poles received from 12/6/2024 - 1/3/2025 (January 2025 Bill of Sale):		
	JPAS	POLES
SCE	361	1758
OTHER MEMBERS	822	7570

	JPAS	POLES
NON E CALL BACKS	0	0
Form 7 Do Not Bill (not included in the above table)	1	3

	JPAS	POLES
SCE CALL BACKS	26	136
SCE FORM 7 DO NOT BILL (not included in the above table)	1	1

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
	11
	950

Edison Submitted JPAs processed during overtime (2P+3P)

		YTD
Poles Billed	780	780
Poles returned (memos)	257	257
Total Poles Processed (Billed + Memos)	1037	1037
JPAs Billed	284	284
JPAs returned (memos)	43	43
Total JPAs Processed (Billed + Memos)	327	327
JPAs Processed Call Back/F7 Do Not Bill	2	2
Poles Processed Call Back/F7 Do Not Bill	3	3
JPAs Processed 18.1F HOLDOVER	2	2
Poles Processed 18.1F HOLDOVER	31	31

JPAs Submitted by other members (NON E) processed during overtime (2P+3P)

		YTD
Poles Billed	166	166
Poles returned (memos)	265	265
Total Poles Processed (Billed + Memos)	431	431
JPAs Billed	45	45
JPAs returned (memos)	33	33
Total JPAs Processed (Billed + Memos)	78	78
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0
JPAs Processed 18.1F HOLDOVER	0	0
Poles Processed 18.1F HOLDOVER	0	0

Overtime paid by the SCJPC proportionally

TOTALS		YTD
Poles Billed	946	946
Poles returned (memos)	522	522
Total Poles Processed (Billed + Memos)	1468	1468
JPAs Billed	329	329
JPAs returned (memos)	76	76
Total JPAs Processed (Billed + Memos)	405	405
JPAs Processed Call Back/F7 Do Not Bill	2	2
Poles Processed Call Back/F7 Do Not Bill	3	3
JPAs Processed 18.1F HOLDOVER	2	2
Poles Processed 18.1F HOLDOVER	31	31

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	2P BILLED POLES	2P RETURNED POLES	2P BILLED RATE (longer to process)	2P RETURN RATE	3+ BILLED POLES	3P+ RETURNED POLES	3P+ BILLED RATE (longer to process)	3P+ RETURN RATE	TOTAL PROCESSED POLES	3P+ Poles % Processed	POLES RETURN RATE	TOTAL BILLED POLES	BILLED JPAS	Number of JPAs processed total	NOTES
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)tel
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)tel
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	1101	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	933	Electronic, members submitted less JPAs than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	1347	Electronic, members submitted less JPAs than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	1163	Electronic, members submitted less JPAs than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	1573	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	1346	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	1460	Electronic (multiple employees were out sick, due to covid and other illness) Highest in Billed JPAs. High volume of billed poles.
Oct-2023	3348	1304	72%	28%	880	2458	26%	74%	7990	42%	47%	4228	1203	1585	Electronic (one employee on vac). Billed and processed JPA numbers totals are the highest in 2023 so far.
Nov-2023	2717	860	76%	24%	1009	3038	25%	75%	7624	53%	51%	3726	863	1227	Electronic (one employee on vac), lost admin aide C.Odle, Thanksgiving holiday
Dec-2023	2180	1220	64%	36%	822	4881	14%	86%	9103	63%	67%	3002	753	1422	Electronic
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	1518	Electronic, multi JPAs (3+ parties) high return rate
Feb-2024	1956	716	73%	27%	1163	4330	21%	79%	8165	67%	62%	3119	798	1328	Average month, one holiday
Mar-2024	1667	1216	58%	42%	656	2556	20%	80%	6095	53%	62%	2323	508	916	One staff on medical leave, one staff on vacation for 2 weeks, training a new admin aide
Apr-2024	1069	929	54%	46%	990	3083	24%	76%	6071	67%	66%	2059	392	783	One staff on medical leave, one staff train the new admin aide full time
May-2024	2255	1040	68%	32%	1117	3131	26%	74%	7543	56%	55%	3372	900	1355	Average month, one holiday, admin aide is still in training
Jun-2024	2610	1329	66%	34%	1044	4493	19%	81%	9476	58%	61%	3654	939	1516	Average month, one holiday, one biller came back from medical leave. Admin aide is still in training
Jul-2024	116	799	13%	87%	1700	6847	20%	80%	9462	90%	81%	1816	273	913	Average month, one holiday, one staff on vacation
Aug-2024	1001	1039	49%	51%	1697	5645	23%	77%	9382	78%	71%	2698	509	1155	Average month, one biller was on vacation, one admin aide trainee was let go
Sep-2024	1449	1888	43%	57%	1799	3786	32%	68%	8922	63%	64%	3248	689	1248	Average month, one holiday, two billers on vacation
Oct-2024	2325	979	70%	30%	1878	3635	34%	66%	8817	63%	52%	4203	1052	1534	Billable rate for 2P JPAs went up, 4203 billed poles, over 1500 JPAs processed. Staff processed 1500 OK TO Bill Forms 7 (42 hrs)
Nov-2024	997	811	55%	45%	1052	3123	25%	75%	5983	70%	66%	2049	374	766	Average month, two holidays. One staff on vacation. 1495 poles (435 JPAs) moved to Dec 2024 bill of sale due to tech difficulties.
Dec-2024	3306	2855	54%	46%	2125	4101	34%	66%	12387	50%	56%	5431	1614	1787	Average month, two holidays. 1495 poles (435 JPAs) moved from Nov 2024 bill of sale.
Jan-2025	2214	880	72%	28%	1613	3572	31%	69%	8279	63%	54%	3827	949	1427	Multiple staff were on vacation at the beginning of January.

JOINT (TWO OWNERS) JPAS - ALL MEMBERS

Bill of Sale Month	Poles Billed 2P	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	POLES BILLABLE RATE	Poles Return rate %	JPA BILLABLE RATE	JPAs Return Rate %	
Jul-24	83	97	180	15	18	33	10.83		16.62	46.11%	53.89%	45.45%	54.55%	
Aug-24	489	329	818	117	45	162	58.93		13.88	59.78%	40.22%	72.22%	27.78%	
Sep-24	538	499	1037	137	50	187	60.24		17.21	51.88%	48.12%	73.26%	26.74%	
Oct-24	1280	609	1889	467	75	542	154.38		12.24	67.76%	32.24%	86.16%	13.84%	
Nov-24	1058	241	1299	280	31	311	113.25		11.47	81.45%	18.55%	90.03%	9.97%	
Dec-24	1091	436	1527	379	52	431	114.50		13.34	71.45%	28.55%	87.94%	12.06%	
Jan-25	773	291	1064	277	54	331	81.80		13.01	72.65%	27.35%	83.69%	16.31%	
Totals	5312	2502	7814	1672	325	1997	593.93							
									Average	14.13	63%	37%	76%	24%

2P B/S 8/24: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/26 poles

2P B/S 10/24: Call back/F7 Do not bill received after JPA has been billed: 6 JPAs/7 poles

Average billing joint (2 owners) poles/hour goal: 12.10

*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 - ALL MEMBERS

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 %	
Jul-24	712	1557	2269	152	146	298	140.92		16.10	31.38%	68.62%	51.01%	48.99%	
Aug-24	463	737	1200	99	78	177	94.57		12.69	38.58%	61.42%	55.93%	44.07%	
Sep-24	513	789	1302	77	83	160	95.76		13.60	39.40%	60.60%	48.13%	51.88%	
Oct-24	251	470	721	52	51	103	52.87		13.64	34.81%	65.19%	50.49%	49.51%	
Nov-24	189	379	568	42	40	82	49.25		11.53	33.27%	66.73%	51.22%	48.78%	
Dec-24	267	644	911	75	60	135	54.50		16.72	29.31%	70.69%	55.56%	44.44%	
Jan-25	173	231	404	52	22	74	33.70		11.99	42.82%	57.18%	70.27%	29.73%	
Totals	2568	4807	7375	549	480	1029	521.57							
									Average	14.05	34%	66%	52%	48%

2P B/S 10/24: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/6 poles

Total 2P+3P hours 1115.50 Grand Total
 Total 2P+3P poles processed 15,189 Grand Total

Report from the SCJPC database:

	FINALIZED JPAS	FINALIZED JPAS	
Bill of Sale	% E Base Owner Poles processed in Finalized JPAs	% Non E Base Owner Poles processed in Finalized JPAs	Note
January 2024	92.75%	7.25%	OT included. SCE Inspection/tag JPAs excluded.
February 2024	93.33%	6.67%	OT included. SCE Inspection/tag JPAs excluded.
March 2024	88.33%	11.67%	OT included. SCE Inspection/tag JPAs excluded.
April 2024	88.40%	11.60%	OT included. SCE Inspection/tag JPAs excluded.
May 2024	90.76%	9.24%	OT included. SCE Inspection/tag JPAs excluded.
June 2024	92.32%	7.68%	OT included. SCE Inspection/tag JPAs excluded.
July 2024	83.60%	16.40%	OT included. SCE Inspection/tag JPAs excluded.
August 2024	85.96%	14.04%	OT included. SCE Inspection/tag JPAs excluded.
September 2024	80.39%	19.61%	OT included. SCE Inspection/tag JPAs excluded.
October 2024	83.00%	17.00%	OT included. SCE Inspection/tag JPAs excluded.
November 2024	74.41%	25.59%	OT included. SCE Inspection/tag JPAs excluded.
December 2024	83.66%	16.34%	OT included. SCE Inspection/tag JPAs excluded.
January 2025	83.61%	16.39%	OT included. SCE Inspection/tag JPAs excluded.

Kathleen Allen

From: Angela Pranata
Sent: Tuesday, March 4, 2025 1:22 PM
To: Kathleen Allen
Subject: Fw: Training Request from Colton Fw: City of Colton JPA Questions

From: Angela Pranata <angela@scjpc.net>
Sent: Wednesday, February 19, 2025 7:16 AM
To: Lex Treepaisan <lex.treepaisan@ftr.com>; Nicole Munoz <nmunoz@coltonca.gov>; Maria Ortiz <MOrtiz@motiveis.com>
Cc: Gladys Vasquez <gladys.vasquez@scjpc.net>; Kathleen Allen <kathleen@scjpc.net>; Elias Avila <Eavila@coltonca.gov>
Subject: Training Request from Colton Fw: City of Colton JPA Questions

Good morning, Nicole,

I am forwarding your training request to the VP of the SCJPC, Lex Treepaisan, and the Routine Revision ad hoc chair, Maria Ortiz. Some of your questions fall outside the SCJPC office staff's knowledge, as we only manage the Final Form 2 and not the preliminary stages.

We will discuss this at today's Operating Committee meeting. It would be great if you or Elias could join the meeting to better assist you with your training needs.

Thank you,

Angela Pranata
Manager of Operations
So. Ca. Joint Pole Committee
909-599-3801 x8
Cell: 909-451-3024
angela@scjpc.net

From: Nicole Munoz <nmunoz@coltonca.gov>
Sent: Wednesday, February 19, 2025 7:07 AM
To: Kathleen Allen <kathleen@scjpc.net>; Gladys Vasquez <gladys.vasquez@scjpc.net>; Angela Pranata <angela@scjpc.net>
Cc: Elias Avila <Eavila@coltonca.gov>
Subject: FW: City of Colton JPA Questions

Hello,

I am just following up on the questions below. I was hoping to get some answers or a training schedule on the books for our dept.

Thank you,

Nicole Munoz

nmunoz@coltonca.gov

City of Colton – Electric Department



City of Colton
ELECTRIC UTILITY

Your Neighborhood Power

From: Nicole Munoz

Sent: Thursday, February 13, 2025 6:00 PM

To: Gladys Vasquez <gladys.vasquez@scjpc.net>

Cc: Elias Avila <Eavila@coltonca.gov>

Subject: City of Colton JPA Questions

Hi Gladys,

Thank you for taking my call today. I have listed the questions below. I was also interested in seeing if we could schedule a zoom or teams meeting for some training with Kathleen. We have referred to the JPA basic training but still had some questions regarding the process. Please let me know if this something we could coordinate when she has time. We were also interested in changing the password for Colton's login. Is this something we would be able to coordinate with you?

1. At what point and in which situations does a form 48 need to be used? I realize this may have a long answer.
2. There are times when we need additional height and set a pole next to an existing pole, we call this a side by set. What section of the handbook should we refer? See question #7
3. Do we need to write down on the FM 2 what section of the book the proposed work is referencing to? We've noticed some members do and some don't, but is it required?
4. How is billing collected from unauthorized attachers?
5. Can you explain what over lashing is? We hear this often when attempting to collect from unauthorized members.
6. Just to confirm, unauthorized attachments are made known to scjpc and the attacher, via the form 2 correct?
7. Can you explain when is pole analysis required? For example, and in reference to question #2, do we need to do the pole loading on the new pole we installed, even if we haven't transferred any other members, only ourselves?
8. Who creates the JPA number on the forms? If us, what's a good way?
9. The 45 day wait period, is that calendar days or business days?
10. Can you explain when a form 7 is?
11. Can you explain what "individual members for transactions" means? Sorry, I forgot where that came from.

12. Are all members committee members? Is it safe to assume there are admin board members also, correct?

We have only minimum knowledge and a general idea of how JP works and would greatly appreciate the assistance.

We would like to inquire if its possible for SCJPC to provide the last 20 jpas completed by CEU? Sorry if this is asking for too much.

Thank you,

Nicole Munoz

nmunoz@coltonca.gov

City of Colton – Electric Department



City of Colton
ELECTRIC UTILITY
Your Neighborhood Power

TOTAL

PRIORITY JPAS IN OFFICE THROUGH 1/3/2025

	JPAS	POLES
2P	11	28
3P & 4P	26	136
5PLUS	2	7
TOTAL	39	171

SCE

PRIORITY JPAS IN OFFICE THROUGH 1/3/2025

	JPAS	POLES
2P	7	22
3P & 4P	1	2
5PLUS	<u>1</u>	<u>6</u>
TOTAL	9	30

NG

PRIORITY JPAS IN OFFICE THROUGH 1/3/2025

	JPAS	POLES
2P	4	6
3P & 4P	25	134
5PLUS	<u>1</u>	<u>1</u>
TOTAL	30	141

TOTAL E/NG SUBMITTED

PRIORITY JPAS IN OFFICE THROUGH 2/5/2025

	JPAS	POLES
2P	70	222
3P & 4P	171	1367
5PLUS	16	136
TOTAL	257	1725

E SUBMITTED

PRIORITY JPAS IN OFFICE THROUGH 2/5/2025

	JPAS	POLES
2P	40	111
3P & 4P	8	34
5PLUS	<u>1</u>	<u>4</u>
TOTAL	49	149

NO SUBMITTED

PRIORITY JPAS IN OFFICE THROUGH 2/5/2025

	JPAS	POLES
2P	30	111
3P & 4P	163	1333
5PLUS	<u>15</u>	<u>132</u>
TOTAL	208	1576

TOTAL

PRIORITY JPAS IN OFFICE THROUGH 2/13/2025

	<u>JPAS</u>	<u>POLES</u>
2P	19	61
3P & 4P	71	568
5PLUS	12	187
TOTAL	102	816

SCE

PRIORITY JPAS IN OFFICE THROUGH 2/13/2025

	<u>JPAS</u>	<u>POLES</u>
2P	8	24
3P & 4P	3	13
5PLUS	<u>1</u>	36
TOTAL	12	73

NG

PRIORITY JPAS IN OFFICE THROUGH 2/13/2025

	<u>JPAS</u>	<u>POLES</u>
2P	11	37
3P & 4P	68	555
5PLUS	<u>11</u>	<u>151</u>
TOTAL	90	743