

Southern California Joint Pole Committee

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April 16, 2025

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 11:06 a.m., via teleconference.

Those in attendance were:

Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc.
Mr. John Bacon	City of Los Angeles
Ms. Silvana Ray	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Mr. Kristoffer Scheetz	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Aaron Cochran	AT&T California
Mr. Robert Stanard	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Alvin Robielos	AT&T California
Ms. Joy Young	AT&T California
Mr. Alex Parra	City of Riverside
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Mr. Irvin Orzuna	City of Glendale
Mr. Aproov Verma	City of Glendale
Mr. Salvador Zambrano	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Ben Coffey	City of Banning
Mr. David 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
Ms. Tamara Zaki	Boldyn Networks US LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. Dizon called the meeting to order at 11:06 a.m. by addressing the first item on the agenda, the review of **March 2025 meeting minutes**.

There were no questions or comments.

The second item on the agenda is the **Final Billing Information – Training Video**.

- Training Videos
 - Completed videos can be found under:
<https://scjpc.net/members/basic-jpa-training/>
- Explaining Final memos/errors through videos
 - Next recorded videos by SCJPC for review
 - Action Items from last month
 - Members to send examples to Ms. Allen two Fridays before the monthly meeting.
 - Ms. Allen is still waiting on SCE to send information on the anchors in order to record the anchor video.
 - Ms. Allen to record videos on arms, billing out of sequence, PTX, and possibly a video on anchors.
 - Ms. Allen to record videos on memo reasons.
 - Ms. Allen to record separate videos on invalid grade and space scenarios.
 - Mr. Bacon, Ms. Dizon, or any other member to send Ms. Allen an example of a PTX JPA if they could find one.
 - Ms. Allen to work on creating Billing out of Sequence video(s).
 - Ms. Pranata to email members to request approval for Ms. Allen to increase her hours to work on the Billing out of Sequence video(s).

Ms. Dizon opened and inquired if Ms. Allen had posted any new videos. Ms. Allen stated that she did record one video; however, before Ms. Allen had Ms. Pranata post the video on the SCJPC website, Ms. Allen had a few questions that needed to be answered. Ms. Allen added that she created two more PowerPoints for the next videos. Ms. Allen then added that there were some emails circulating prior to the meeting and that she is sure the members could tell Ms. Allen was not on the same page with the correction of records and the crediting. Ms. Allen stated that she would like to go over the billing part with the members to make sure she understands correctly and that she trains the billers correctly as well.

Ms. Allen displayed JPA E6030-407228485 on the screen (see attached). Ms. Allen then explained SCE submitted the JPA noting *special billing dead record*. However, when Ms. Allen recreated the JPA for the video she changed the note to say *special billing no record*. Ms. Allen explained that there is no dead record for pole 656400H and the reason why she changed it to dead record. Ms. Allen inquired for the old pole 656400H, does it too need to show what record SCJPC billers are to use when verifying pole information. There is no dead record, and active record should be used.

Ms. DeBarge confirmed that the notation should say *special billing dead record* for new pole 4845809E and that there should be no note for the old pole 656400H since it is a replacement. Ms. Mulvehill added that Edison is now adding *for new pole* and the *pole number* to the note. For example, *special billing dead record for new pole 4845809E*. The note is basically telling billers that there is no pole record for the new pole and for the old pole 656400H is active and it would be a normal replacement and normal billing from there. Ms. Allen stated she understood.

Ms. Allen then inquired about billing. Ms. Allen explained the way it is shown on the screen (see attached) is the way the JPA would have originally billed if NG52066-02-14 did not bill out of sequence which makes HSO (AT&T California) a joint owner. Ms. Allen inquired if billers are to credit HSO for pole 656400H for the purchase of the pole cost and the unauthorized attachment penalty fee that was charged on JPA NG52066-02-14 since they were not technically unauthorized if E6030-407228485 billed first. Ms. Black stated that was correct. Ms. Allen then inquired if billers are to credit back the NG purchase cost for the same pole number. Ms. Black stated that the charge for NG is accurate because it was charged off of the new pole placed and the year set reflects that. Ms. Ortiz stated HSO should bill NG for part of the pole since they were technically a joint owner if E6030-407228485 billed first. Ms. Allen reiterated that on JPA E6030-407228485 that it should show the original billing, the credit to HSO for the purchase of the pole, and the unauthorized attachment penalty fee from JPA NG52066-02-14, and HSO to bill NG for part of the purchase of the pole. Ms. Ortiz stated yes. Ms. Allen then stated that she will update the PowerPoints and the JPA will be processed correctly. She hopes to have three videos ready by the next meeting.

There were no further questions or comments.

The third item on the agenda is the **Interpretation of Billing (standing agenda item – 11/16/2022)**

There were none.

The fourth item on the agenda is **Miscellaneous**.

There were none.

Review of Action Items:

- Ms. Allen to update the PowerPoint for the Billing out of Sequence examples.
- Ms. Allen to work on the three videos to be ready by next meeting.

The meeting adjourned at 11:18 a.m. until May 21, 2025.

Transcribed by Ms. Kathleen Allen – Committee Staff