

## Southern California Joint Pole Committee

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

June 18, 2025

A meeting of the **ad hoc Computer Communications Committee** took place on the above date, at 11:06 a.m. via teleconference. Those in attendance were:

Ms. April DeBarge	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Mr. Samuel Picazo	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Silvana Ray	Southern California Edison
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Claudia Arellano	City of Vernon
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc.
Ms. Jacqueline Costa	Crown Castle NG West Inc.
Mr. John Bacon	City of Los Angeles
Mr. Lex Treepaisan	Frontier Communications
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Todd Dailey	AT&T California
Mr. Alvin Robielos	AT&T California
Mr. Aaron Cochran	AT&T California
Ms. Joy Young	AT&T California
Ms. Veronica Casanova-Romero	AT&T California
Mr. Salvador Zambrano	City of Burbank
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. John Vu	City of Anaheim
Mr. Alex Parra	City of Riverside
Mr. Ben Coffey	City of Banning
Mr. Joe Armstrong	City of Pasadena
Mr. Dave Campo	City of Lompoc
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Tamara Zaki	Boldyn Networks US LLC
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Mr. Irvin Orzuna	City of Glendale
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Ms. Angela Pranata	Committee Staff

Ms. DeBarge called the meeting to order at 11:06 a.m.

**Agenda Item 1 – Review of prior month’s minutes**

Ms. DeBarge opened the meeting by asking if there were any questions or concerns regarding last month’s meeting minutes. No members commented or expressed concerns.

**Agenda Item 2 – Item 1806: Standardized Excel Form (6/18/2025 – moved from Operating Committee)**

Ms. DeBarge noted that this item had been moved from the Operating Committee and acknowledged that it had been a while since she chaired a meeting. She asked for clarification on this item.

Ms. Pranata explained that the Operating Committee had discussed the possibility of hiring a programmer or a company to develop billing on the JPA Excel form to speed up the billing process, since there was a significant backlog. She pointed out that the challenge lay in the fact that members were submitting different versions of the form. This inconsistency would make it difficult for a programmer to create a reliable tool, as cell references such as whether a program would reference cell B1 or AH18 might not be consistent across the form submissions. Ms. Pranata proposed that all members should use a single standardized form.

Ms. LaFrenais suggested that the group could proceed with the standard form, assuming the number of non-compliant members was small. She proposed that those not yet using the standard form could continue with their current versions until they transitioned.

Mr. Treepaisan stated that there had been discussion about billing software that could streamline processes. He noted that for such software to work, all members would need to submit standardized forms. He remembered that some members had embedded systems within their companies that could not be changed.

Mr. Treepaisan continued by saying that he knew of at least two companies with such systems and suggested reviewing their submissions to identify similarities and differences. He proposed that if standardization was not possible, the submitted forms could be converted into a standard format, which might be the least disruptive solution. He asked if Ms. Pranata could send him the variations of the Final JPA submissions so he could review them.

Ms. LaFrenais responded, reiterating that the reason for raising this issue was the significant backlog the JPA was facing and the overtime hours being spent processing the forms. She believed that standardization and software implementation would reduce costs and increase throughput by lowering rejection rates.

Mr. Treepaisan agreed, stating that these were the motivations behind the initiative. He acknowledged that some companies were resistant but emphasized the need to find a way forward. He supported Ms. LaFrenais’s point that standardization would streamline operations.

Ms. Black stated that, if she remembered correctly, the two companies were SCE and Crown Castle. Ms. DeBarge clarified that SCE was not one of them and confirmed that they used the latest and greatest version of Form 2. Ms. LaMon confirmed that Crown had its own system, which generated the forms based on their database. She recalled previous discussions about possibly submitting data in a different way and believed there might be a workaround.

Ms. Pranata asked Ms. LaMon if she could send a few Excel files as examples, noting that Crown Castle currently submitted PDFs. Ms. LaMon agreed to provide the files.

Mr. Armstrong inquired if the program would catch errors and eliminate JPA returns. Mr. Treepaisan responded that some simple logic could be programmed into the form to

prevent certain inputs in specific fields, which would eliminate many errors. He acknowledged that not all errors would be addressed but believed that formalities could be caught. Members then discussed a couple of scenarios that should be flagged as incorrect entries. Mr. Treepaisan reiterated that while much could be programmed, everything hinged on either everyone submitting the same form or converting all submissions to a standard format.

Ms. Pranata emphasized that the current priority should be addressing the backlog. She suggested that programming should focus on billing based on the Excel forms already submitted and that error-checking could be addressed later.

Ms. DeBarge asked whether the group was interested in moving away from the form entirely. She wondered if, since a programmer was being considered, the system could be based on data entry rather than forms. She admitted the idea might be far-fetched.

Mr. Treepaisan interpreted Ms. DeBarge's idea as leaning toward an SAP-style system, where users would enter data directly into a graphical user interface (GUI), similar to filling out a web form, and dollar amounts would automatically populate.

Mr. Treepaisan stated that if members were open to an SAP-style program and willing to share the cost among the 30 members, it might be the most efficient solution. He noted that such a system would eliminate the need for forms entirely. However, he expressed concern about how this would affect companies with automated systems that self-generate forms. He added that with modern APIs, different programs could communicate, making such integration feasible. He concluded that if there was interest in bypassing the submission form entirely, an SAP system might be the easiest path forward.

Ms. LaMon added that Crown Castle did not need to create the form within their system. They could simply populate the data for their records, which could then be used for pole data. She believed that if the group moved toward an SAP-style system, Crown Castle could bypass the form creation step. She saw potential for workarounds.

Mr. Bacon suggested that SCE might already have a solution in place. Ms. DeBarge responded that they had some automation in place. Their planning department used macros to generate the form, which was not perfect but a good start.

Mr. Bacon agreed that automation and upgrades were necessary. He emphasized that all members should be using the same template and urged the group to proceed with this item.

Ms. Pranata said she would send Mr. Treepaisan multiple versions of the Excel files for him to review and help develop a plan. Mr. Treepaisan confirmed it sounded like a good plan.

### **Agenda Item 3 - Miscellaneous items/New item numbers**

Ms. DeBarge asked if there were any other miscellaneous items. There were no additional items.

### **Agenda Item 4 - Review of Action Items**

- Ms. Pranata and Mr. Treepaisan are going to connect to review samples of different versions of the final Form 2 that were received for final billing.

The meeting adjourned at 11:18 a.m. until July 16, 2025.

Transcribed by Angela Pranata - Committee Staff