

Southern California Joint Pole Committee

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

July 16, 2025

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 10:56 a.m., via teleconference.

Those in attendance were:

Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Jacqueline Costa	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc.
Mr. John Bacon	City of Los Angeles
Mr. Lex Treepaisan	Frontier Communications
Ms. Silvana Ray	Southern California Edison
Ms. April DeBarge	Southern California Edison
Mr. Kristoffer Scheetz	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Micheal Pearson	Southern California Edison
Mr. Samuel Picazo	Southern California Edison
Mr. Todd Dailey	AT&T California
Mr. Julian Ruiz	AT&T California
Ms. Kay Black	AT&T California
Mr. Aaron Cochran	AT&T California
Mr. Alvin Robielos	AT&T California
Ms. Joy Young	AT&T California
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Mr. Michael Truong	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Mr. Ben Coffey	City of Banning
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Linda McLean	Exenet Systems
Ms. Heidi Seropian	Exenet Systems
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. Dizon called the meeting to order at 10:56 a.m. by addressing the first item on the agenda, the review of **June 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. LaMon, 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. Dizon inquired if the Bill Out of Sequence team reviewed both Ms. Allen's PowerPoint presentations. Ms. Allen replied yes and stated she revised them based on their feedback and received final approval yesterday. They are now ready for recording, although Ms. Allen did not share the PowerPoint at the ad hoc committee. Instead, Ms. Allen presented the billing details to ensure all members are aligned. The PowerPoint examples are too small to be effective, therefore Ms. Allen focused on the JPA. Ms. Allen presented E6026-407343113 on the screen (see attached). Ms. Allen explained that there are several similar scenarios where a replacement should have occurred before another member purchased interest. Ms. Allen further explained the billing process, billers first bill for the joint PTD between E and FTR. Then, E bills FTR for the new 2016 pole and establishes a new joint record. Following that, E/FTR bill EXT for its attachment to the established 2016 existing pole, using the date sent from the EXT170007KB JPA (2017), which was billed out of sequence. Ms. Allen noted that this process is thoroughly explained in the PowerPoint presentation and will also be clearly detailed in the upcoming video. Ms. Black inquired if this example is based on no record and Ms. Allen clarified that the example is based on a dead record. She explained that billers will annotate in red to indicate the credits EXT will receive due to billing out of sequence. Additionally, they will annotate in red the BOS JPA and its original date sent, so members can identify the pricing used for EXT's purchasing interest without needing to reference the EXT JPA directly. Ms. Allen stated that the billers were billing the new pole as a three party pole and it was wrong. Ms. Allen reiterated the billing

sequence as follows, E bills FTR for the joint PTD, followed by billing FTR for the new joint 2016 pole. Once the pole is established, E and FTR then bill EXT for its purchasing interest in the jointly owned 2016 existing pole.

Ms. Allen stated that the BOS JPAs previously received and billed were not processed correctly, as the new pole was not billed appropriately. She will be issuing JPC CORs to correct those records. She added that the number of affected cases is minimal, and moving forward, all new billing will be handled correctly.

Ms. Allen expressed her intent to record the three training videos as soon as possible so members can begin using them. She added that she has received a new replacement scenario involving an active record, as well as another BOS JPA related to a purchase of interest. She plans to begin working on those once the videos are completed.

Ms. Allen informed the committee that she will initially handle the billing herself to create training materials for staff. She also plans to share the billing PowerPoint presentation with the team, believing it will be beneficial. Additionally, she has trained one staff member who will assist in checking her billing work. For now, she intends to keep the BOS JPAs between herself and the trained staff member to ensure she fully understands them before broader distribution.

Ms. Dizon asked whether, in cases where a bill out of sequence JPA is sent and may contain an error, Ms. Allen would not return it to the member and collaborate with them to resolve it instead. Ms. Allen confirmed, stating that this is her current practice. And if she makes a mistake, the member can explain the issue, and they work together to correct it. Ms. Allen added that she has had no issues with member responses and has found it easy to work with them.

There were no further questions or comments.

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

Ms. Allen presented JPA E6046-404811752 to the committee for guidance (see attached), noting it resembled a previous scenario where a replacement occurred before a member purchased interest. She asked whether billing should follow the NG scenario outlined in NG1048-86-005 SUP2 (see attached), where NG is purchasing Sections 4.1 and Section 4.3. She then displayed NG1048-86-005 SUP2 for review. Ms. Allen explained that E replaced an FTR pole. Ms. Allen noted that, in the meantime, NG purchased interest within the safety clearance zone and appears to be unauthorized. She wanted to confirm that her billing approach where E and FTR would bill NG unauthorized costs and for purchasing into the safety clearance zone was appropriate. At the committee's request, Ms. Allen returned to the E JPA for further review.

After discussion, the members agreed that SCJPC should proceed based on the scenario outlined in NG1048-86-005 SUP2.

There were no further questions or concerns.

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

There were none.

Review of Action Items:

- Ms. Allen to record the billing out of sequence videos.

The meeting adjourned at 11:06 a.m. until August 20, 2025.

Transcribed by Ms. Kathleen Allen – Committee Staff

COSTS and BILLING DATE

BILL NO. 8-21-1020,923

FINAL

BILLING CODES

1. PLACED CURRENT YEAR
2. PLACED PRIOR YEAR
3. UNAUTHORIZED ATTACHMENT
4. SALVAGE VALUE
5. AUTHORIZED COST

J.P. AUTH. NO. EXT170007KB

BILL NO. **1020**

BILL NO. **923**

BILL NO.

BILL NO.

BILL NO.

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	FTR		EXT
	TOTAL AMT		TOTAL AMT
	3075		351
	AMOUNT		AMOUNT

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	E		FTR
	TOTAL AMT		TOTAL AMT
	0		0
	AMOUNT		AMOUNT

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	TOTAL AMT		TOTAL AMT
	AMOUNT		AMOUNT

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
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	AMOUNT		AMOUNT

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
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	AMOUNT		AMOUNT

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BILL NO. 1020 C

BILL NO. 923 C

BILL NO. _____

BILL NO. _____

BILL NO. _____ J.P. AUTH. NO. EXT170007KB C

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	FTR		EXT
1			
2	2 149		
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6	2 587		
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8	2 170		
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COL TOT	906		0

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	E		FTR
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BILL NO. 1020 C

BILL NO. 923 C

BILL NO. _____

BILL NO. _____

BILL NO. _____ J.P. AUTH. NO. EXT170007KB C

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	FTR		EXT
1			
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3	2 509		
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6		1 351	
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12	2 116		
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COL TOT	625	351	

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
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BILL NO. 1020

BILL NO. 923

BILL NO. _____

BILL NO. _____

BILL NO. _____ J.P. AUTH. NO. EXT170007KB

AMOUNT DUE			
BILL CODE	UTILITY	BILL CODE	UTILITY
	FTR		EXT
1			
2	1 707		
3		1	FREE
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7	1 585		
8		1	FREE
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AMOUNT DUE			
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BILL NO. 615

BILL NO. 967

BILL NO. _____

BILL NO. _____

BILL NO. _____ J.P. AUTH. NO. E6046-404811752

	AMOUNT DUE			
	BILL CODE	UTILITY	BILL CODE	UTILITY
		E		NG
1				
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3				
4				
5	2	510		
	3	338		
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7	2	(1351)		
	3	(676)		
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COL TOT		(1179)		0

	AMOUNT DUE			
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		NG		FTR
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5			2	420
			3	282
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	AMOUNT DUE				ACCOUNTING DIRECTIONS
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BILL NO. 10-18-1015
 PAGE NO. 1

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.
 Date Prepared 6/29/2018 In Field By Telephone
 Date Sent 7/2/2018 Confirming Agreement Date Completed SEP 25 2018 No. of Pages 1 J.P. Auth No NG1048-86-005-S02

COSTS and BILLING DATA

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

2
1
3

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	Valerie Mitwasi		18.1D		
NG	Michael Mckay	SAN JOSE	EARLE CARRION	SANTA CLARA	915113 426765

BILL NO. 1015

POLE NO.	Pole Length	Year Set	Record				Proposed				Item No.	LOCATION AND NATURE OF WORK <small>If not in accordance with Joint Pole agreement and routine-state reasons.</small>	BILL CODE	AMOUNT DUE		ACCOUNTING DIRECTIONS:	
			Class	E	NG		E	NG						UTILITY	TOTAL AMT		UTILITY
			L	C			L	C				NG TO PURCH SEC 4.1A & 4.3A; NG TO PL GA SEC 19.2	1				
4828804E *	45	13	FT / CL2	100	(24 - 1)		39 - 10 23 - 6	24 - 1				ESTHER ST A/N 50 W/O GUNDRY AV	2	2	1351		
							TN 23 TN 22						3	3	676		
		ARM		(ALL)				ALL		161a	LOWEST POWER @ 28'6" HIGHEST COMM @ 24'		4				
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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
 LONG BEACH

NG1048-86-005 SUP2 BOS DOLLARS RECONCILED ON E6046-404811752 B/S 7/25

FORM 48 SENT 7/2/2018

C-RJ

PAGE TOTAL

88