

Southern California Joint Pole Committee

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

January 17, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 1:41 p.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	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. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Veronica Romero	AT&T California
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yvonne Johnson	Teleport Communications America
Ms. Katy White	MCI Metro ATS
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Maria Ortiz	XO Communications
Mr. Ben Coffey	City of Banning
Mr. David Campo	City of Lompoc
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
Mr. Renzo Garzon	Mobilitie, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. LaMon called the meeting to order at 1:41 p.m. by addressing the first item on the agenda, the review of the **prior month's 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.
 - All videos will be on hold until Examples are renumbered.
 - Ms. Allen to rerecord all the old videos with the new locations stated in the Routine Handbook.
 - Ms. Allen is still waiting on SCE to send information on the anchors in order to record the anchor video.

Ms. LaMon stated that the link is listed where members can see the videos that have been completed. Ms. Allen will be rerecording all the existing videos once the Routine Handbook has been revised. Ms. Allen has requested for all new video requests be emailed to her two Fridays before the monthly meeting.

Ms. LaMon inquired what are the next video requests after Ms. Allen rerecords the existing videos. Ms. Allen stated after the existing videos are rerecorded she has requests for a video on arms, billing out of sequence, and on Section 4.2. Pending the discussion on anchors, Ms. Allen may have a fourth video in queue to record a video on anchors.

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. LaMon inquired if there were any issues or questions from the members regarding interpretation of billing.

There were none.

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

Ms. LaMon inquired if there were any miscellaneous issues from the members.
There were no none.

Review of Action Items:

- All existing videos will be rerecorded once the Routine Handbook is updated.
- Ms. Allen to record videos on arms, billing out of sequence, Section 4.2, and possibly a video on anchors.

The meeting adjourned at 1:44 p.m. until February 21, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

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San Dimas, CA 91773
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February 21, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 1:50 p.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
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. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yvonne Johnson	Teleport Communications America
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications
	XO Communications
Ms. Yesenia Delgado	Time-Warner Cable
Mr. Ben Coffey	City of Banning
Mr. Damon Stuart	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	Exenet Systems
Ms. Heidi Seropian	Exenet Systems
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. LaMon called the meeting to order at 1:50 p.m. by addressing the first item on the agenda, the review of the **prior month's 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.
 - All existing videos will be rerecorded once the Routine Handbook is updated.
 - 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, Section 4.2 and possibly a video on anchors.

Ms. LaMon stated that the link is listed where members can view the completed videos on the website. Ms. LaMon then stated there are several videos in que. However, Ms. Allen will be rerecording all the existing videos with the new reference locations from Routine Handbook once finalized. Ms. Allen added that she spoke with some of the members that gave some suggestions on the previous videos and Ms. Allen thought they were really good. The suggestions were on the grade and space video and the correction of records video. Ms. Allen will be added new information to those videos. Ms. Allen stated that she did not know the information at the time of recording; however, listening through these last few meetings and talking with members there is new stuff to be added. The rerecordings of those videos will be different than the original as well as the new location of examples of the Routine Handbook referenced.

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. LaMon inquired if there were any issues or questions from the members regarding interpretation of billing.

There were none.

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

Ms. LaMon inquired if there were any miscellaneous issues from the members. There were no none.

Review of Action Items:

- Ms. Allen to rerecord existing videos with some adjustments.

- This item is on hold until the finalization of the Routine Handbook Examples revision.

The meeting adjourned at 1:53 p.m. until March 20, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

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March 20, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 10:02 a.m., via teleconference.

Those in attendance were:

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. Robert Jystad	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. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Chelsea Martin	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yvonne Johnson	Teleport Communications America
Mr. Irvin Orzuna	City of Glendale
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications XO Communications
Mr. Michael Truong	City of Burbank
Ms. Alyssa Aguliar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. Joe Armstrong	City of Pasadena
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)
Mr. Christopher DeLong	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. Dawn Laffoon	Boldyn Networks US LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. LaMon called the meeting to order at 10:02 a.m. by addressing the first item on the agenda, the review of the **prior month's 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.
 - All existing videos will be rerecorded once the Routine Handbook is updated.
 - 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, Section 4.2 and possibly a video on anchors.

Ms. LaMon stated that the link is listed on the agenda where members can view the completed videos on the website. Ms. LaMon then stated the videos are still on hold and that Ms. Allen will be rerecording some of the existing videos with the new reference locations from the 2024 Routine Handbook once released.

There were no questions or comments.

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

Ms. LaMon inquired if there were any issues or questions from the members regarding interpretation of billing.

There were none.

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

Basic JPA Training ad hoc – on hold

Ms. LaMon proposed to put the meeting on hold until the existing videos are recorded after the 2024 Routine Handbook is released, with a potential reconvening in June 2024. The members agreed.

Ms. DeBarge inquired when will the 2024 Routine Handbook be available. Ms. Pranata stated she finished revising the 2024 Routine Handbook and emailed it to Ms. Ortiz for a final review. Ms. Pranata is hoping to have it uploaded to the SCJPC website by the end of the week.

There were no further questions or comments.

Review of Action Items:

- 2024 Routine Handbook to be released.
- Ms. Allen to rerecord existing videos.
- Basic JPA Training ad hoc to reconvene June 2024.

The meeting adjourned at 10:06 a.m. until June 19, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

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Basic JPA Training ad hoc Committee

did not meet in April 2024.

**The committee is on hold until the existing videos are recorded after the 2024
Routine Handbook is released, with a potential reconvening in June 2024**

Southern California Joint Pole Committee

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Basic JPA Training ad hoc Committee

did not meet in May 2024.

The committee is on hold until the existing videos are recorded after the 2024 Routine Handbook is released, with a potential reconvening in June 2024

Southern California Joint Pole Committee

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June 20, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 1:17 p.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	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. 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
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Shawn Henderson	T-Mobile USA
Ms. Linda McLean	Extenet Systems
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. LaMon called the meeting to order at 1:17 p.m. by addressing the first item on the agenda, the review of **February 21, 2024, 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.
 - All existing videos will be rerecorded once the Routine Handbook is updated.
 - 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, Section 4.2 and possibly a video on anchors.

Ms. LaMon opened and stated a couple new videos were uploaded that morning. The email came through right before the meeting started. Ms. LaMon inquired if anybody had a chance to review them. The members did not have a chance to review them.

Ms. LaMon inquired if Ms. Allen had anything to add. Ms. Allen stated that for Section 13.2 and Section 13.2 to Reinstate a Pole that video was never approved and therefore Ms. Allen did not rerecord that video. Ms. Pranata shared on the screen where the current video could be found on the SCJPC website at <https://scjpc.net/members/agenda/>. Scroll down the page and under Basic JPA Training Video (need approval) you will find the *Correction of Record to Reinstate a Pole* video. Ms. Allen stated last meeting that Edison and AT&T California wanted to view the video offline to make sure they fully understood the video before approving. Ms. Allen asked for Edison and AT&T California to please view the video so she can rerecord it. Edison and AT&T California stated they would view the video.

Ms. Pranata shared the example and script for Section 4.2 with 5.1B. (see attached) Ms. Allen stated for Section 4.2 with Section 5.1B she created an example and a script for the video and emailed it to Edison for feedback. Ms. Allen added that Edison updated the script. Ms. Allen inquired if the members had any other feedback or edits before she recorded the video. Ms. Allen stated that in the past she recorded some of the videos and the members asked for changes after and Ms. Allen had to rerecord some videos. Ms. Allen asked the members to please review the script and example first in hopes she would not have to rerecord the video, saving time. Ms. Allen stated she would send out Edison's edits for the members to review and if there were no further edits or feedback Ms. Allen would record the video.

Ms. Pranata shared the example for Section 4.3. (see attached). Ms. Allen stated that a few meetings ago Ms. Allen explained how she trained the billers on how to figure out the SCZ for billing on this example. Ms. Allen stated it was asked of her to put in the video; however, Ms. Allen did not want to put the billing explanation in the video since it would not be beneficial to the members since it has nothing to do with the setup. Ms. Allen inquired what the members would like to see in the video. Ms. Allen stated she does not create JPAs and is unsure what would be beneficial. Ms. Allen continued that she could discuss grade and space and with a PTX per the Routine Handbook Section 2.7 J that SCZ may not apply. Ms. Harmon stated SCZ would still apply. The clearances between said conductor voltages. It's also a requirement that the pole top extension be climbable. Mr. Harmon has seen a communication pole with a pole top extension to allow a service dropped across the street and make the required

clearances. That's the most common one Mr. Harmon has seen other than a pulled replacement adjacent to a shorter pole decreasing the line angle by moving the conductors up, but Mr. Harmon thinks that type of example would be most beneficial, and he would hope that they are not eliminating some sort of safety clearance requirement or spacing requirement because of a PTX. Ms. DeBarge inquired if the power could be on the PTX equipment. Mr. Harmon stated yes. Ms. DeBarge stated in the example displayed on the screen that it is a short pole. Mr. Harmon stated it sounds like this would be a situation where one would have the little comm poles on one side and the power poles on the other side and that they're serving both sides of the street. And to make the clearance over the road or to the point it hits the home they put a four-foot extension or metal extension that allows that minimum clearance between the secondary and communications to provide that the drop there. Mr. Van Stryk agreed that the pole is short for 12kV then stated he would also include for Section 4.3 one would put the low power and the top of communication if that's the separation just to kind of verify that Section 4.3 is still met. Ms. DeBarge inquired if the JPA would need to note that safety clearance zone is adequate. Ms. Allen stated that she is confused because it says in the Routine Handbook that safety clearance allocation may not apply and that this is a real life JPA received for billing. Ms. Allen then stated that the JPA was billed. Mr. Harmon stated the JPA was a mistake and not correct. Ms. Allen stated that the way she explained during one of her Operating Reports is the billers can figure out the SCZ under Section 4.3 by adding the PTX length of 5' to Edison's grade of 25 making it 30. Then minus out Edison's 1' and then minus out the next highest grade of attachment which would be NG's 24 making it a 5' SCZ. Mr. Harmon stated or 4' minimum and if it is primary it's 6'. Mr. Harmon stated that he thinks Mr. Van Stryk is talking about 12kV is primary over 750 which requires 6' and then 4' guarded and then that's the kind of things one wants to see that there's a proposed guard arm, but it's just the clearance is minimum of 4'. Mr. Harmon stated he knows they are not buying it as an antenna. But there should be sufficient space with the attachment to make sure that the safety minimum spacing is in that additional space. Ms. Black inquired wouldn't the pole height go from a 30 foot to a 35-foot pole. Mr. Van Stryk stated no and explained the pole is only set five feet in the ground and one wouldn't necessarily have a 35-foot pole because that would imply it is deeper in the ground than it actually is. Kind of like when a pole is topped. Mr. Van Stryk inquired if Ms. Allen was trying to tackle both Section 4.3 and PTX in the same video. Ms. Allen stated not necessarily, but just a PTX on a pole. It doesn't have to be Section 4.3.

After some further discussion it was decided that this example is not the best one to use and for Ms. Allen to find another JPA example to use in the video.

Ms. Allen stated the last video she has in que is billing out of sequence. Once that is approved Ms. Allen would record videos on the different scenarios.

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. LaMon inquired if there were any issues or questions from the members regarding interpretation of billing.

There were none.

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

PTD vs Relinquishment

Ms. LaFrenais had a question for Ms. Allen. Ms. LaFrenais inquired is it possible instead of removing and replacing a pole where it cuts the pole down right above comms is it possible instead of PTDis the pole or leaving that to the other company to relinquish the rest of the interest to the other company. Ms. Allen stated she was unsure and would need to see the JPA for reference. Mr. Harmon stated that it sounds like one would top it at the communication level with the communication party having to perform some work. The communication party would most likely want to be on that new pole transfer and remove whatever facilities are proposed on the transaction. Mr. Harmon clarified if one proposes to do the work all oneself, one can propose that, or one can propose to set the new pole one foot hard up against it, top it, and then transfer facilities. Mr. Harmon continued that they are already owners on that pole and Mr. Harmon does not believe they would want to remain owners on that solely owned pole adjacent to a pole replacement. Ms. LaFrenais stated she understands and said the reason that she is asking this is because Bear Valley Electric has many poles that they have put in a new pole, cut the old pole above comm, and listed for the other company to PTD. And those poles are still remaining many years later where they already paid them to PTD, but now the pole that they had originally changed out is now coming around to being needed to be replaced again. However, that cut pole is still there. Ms. LaFrenais stated that is the reason she is asking that Bear Valley Electric does not want to pay to have a pole PTD twice. Mr. Bacon stated that makes sense and the other utility that was slotted to PTD should have gone out there and done it with a little bit of pressure. They may have a lot of these. LA DWP is so inundated with so many poles being replaced PTD with thousands of them out there. However, to relinquish is one thing, but to have a designated member who is going to be responsible for the pulling, the transport, and disposing of that pole is another. If the utilities go the relinquishment route, then utilities would not have anybody to point the finger at as contractually on the JPA who's supposed to load or pull, transport, and dispose that pole. Mr. Bacon thinks it would be a lot of confusion if the members just jumped in and said, the member who's setting the pole just relinquishes without the PTD. Mr. Bacon feels the members are reinventing the wheel on a process that exists.

Ms. LaFrenais then stated that perhaps at another time, since this does not have to do with this particular item Ms. Allen is reviewing, there should be some discussion later on how long that pole can remain out in the field without being PTD. Ms. LaFrenais does not believe they should be out there for 40 years. Mr. Bacon and Mr. Harmon agreed.

There were no further questions or comments.

Review of Action Items:

- SCE and AT&T California to review Section 13.1 and 13.2 reinstatement of a pole video before Ms. Allen can rerecord.
- Ms. Allen to send out the updated script on Section 4.2 with SCE's edits for members to review.
- Mr. Bacon to provide drawings and examples of a PTX.
- Once the billing out of sequence item has been approved Ms. Allen will work on those videos.

The meeting adjourned at 1:39 p.m. until July 17, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

THIS VIDEO IS CONFIDENTIAL AND WAS CREATED FOR SCJPC MEMBERS AND THEIR CONTRACTORS. PLEASE DO NOT SHARE THIS VIDEO WITH NON-MEMBERS.

Section 4.2 Purchase of Interest Concurrently With Relinquishment and Section 5.1 B Renumbering Relinquished Pole

Refer to the Routine Handbook which can be found on the SCJPC website. Go to SCJPC.NET click on members click on Forms and Routing Handbook. Scroll down the page to the latest edition of the Routine Handbook and Click the link. For a full description of Section 4.2 refer to page 4-1 and for a full description of Section 5.1-B refer to page 5-2.

When a member is purchasing interest, and the base owner is relinquishing interest Section 4.2 and 5.1B shall be used together. Pole length and class should match the SCJPC record. The proposed side should have the new grade and space allocated correctly per Section 16.1 A-Grade in the Routine Handbook. If there is a cut must show on the proposed side of the JPA and then new pole length on record side. Old pole length should be in parentheses and shown under the new pole length. The new pole number should be listed under the old pole number.

Under LOCATION AND NATURE OF WORK it should read who is to purchase interest and who is to renumber with Section 4.2 and 5.1B listed. For this example: NG TO PURCHASE INTEREST SECTION 4.2. FTR TO RENUMBER SECTION 5.1B.

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Section 4.2 Purchase of Interest Concurrently With Relinquishment and Section 5.1 B Renumbering Relinquished Pole

Refer to the Routine Handbook which can be found on the SCJPC website. Go to SCJPC.NET click on members click on Forms and Routing Handbook. Scroll down the page to the latest edition of the Routine Handbook and Click the link. For a full description of Section 4.2 Purchase of Interest Concurrently With Relinquishment refer to page 4-1 and for a full description of Section 5.1-B Renumbering Relinquished Pole refer to page 5-2.

When a member is purchasing interest, and the base owner is relinquishing interest Section 4.2 and 5.1B shall be used together. **5.1B is also required since the base owner is relinquishing, the pole number needs to be changed.** The record side of JPA should match the SCJPC pole record. The proposed side should have the new grade and space allocated correctly per Section 16.1 A-Grade in the Routine Handbook. If there is a cut must show on the proposed side of the JPA and then new pole length on record side. Old pole length should be in parentheses and shown under the new pole length. The new pole number should be listed under the old pole number. **In this example, Edison is topping the pole 15' and NG is purchasing interest at 25-2. Since this is a Edison pole, and Edison is relinquishing, the pole number needs to be renumbered. Since FTR was the only other original member, they need to renumber the pole.**

Under LOCATION AND NATURE OF WORK it should read who is to purchase interest and who is to renumber with Section 4.2 and 5.1B listed. For this example: NG TO PURCHASE INTEREST SECTION 4.2. FTR TO RENUMBER SECTION 5.1B.

The new FTR based pole will be the new record at the JPC.

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**Basic JPA Training ad hoc Committee
did not meet in July 2024.**

**The ad hoc committee has been postponed until August 21, 2024, to allow Ms.
Allen more time to prepare the videos.**

Southern California Joint Pole Committee

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August 21, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 12:31 p.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
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
Mr. Sam Picazo	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Mr. Rick Romo	Southern California Edison
Ms. Silvia Villasenor	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
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. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
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. LaMon called the meeting to order at 12:31 p.m. by addressing the first item on the agenda, the review of **June 20, 2024, 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/>
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 - 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, Section 4.2 and possibly a video on anchors.

Ms. LaMon opened and stated this ad hoc was put on hold for several months for Ms. Allen to catch up. Ms. LaMon then stated that a few new videos have been uploaded; however, she has not had a chance to review them. Ms. Allen stated one was uploaded yesterday and it was on Section 4.2 using Section 5.1B. Ms. Allen stated that she received no feedback from members; therefore, she recorded the video. Ms. Allen then stated that she spoke a lot slower in this video because she has been told she is a super-fast talker. If the video is too slow Ms. Allen stated she would rerecord it speaking faster. Ms. Allen tried to be clear; therefore, speaking a lot slower. Ms. Allen then stated she also added “The End” to the video because members stated that they were unsure when the video ended. Ms. Allen informed the ad hoc all future videos will have “The End” stated because sometimes she is unable to stop recording right at the end.

Ms. Allen stated Ms. Black suggested recording videos on why memos are returned. Ms. Allen stated she liked that idea because she is very familiar with reasons for returns, memos, and not familiar with creating a JPA. Ms. Allen will create videos starting with the heavy hitters from the Memo Report explaining the reason for return.

Ms. LaMon inquired if Ms. Allen was waiting on approval for the last video pending on Correction of Record to reinstate a pole. Ms. Allen stated that she did not receive approval or hear any feedback; however, she did rerecord the video with the updated examples from the Routine Handbook. Ms. Allen stated members could review them and if they have any issues to let Ms. Allen know and she could revise and rerecord.

Ms. Allen then stated she still has a video to create on PTX but has not come across an JPA example. Ms. Allen did mention in her last staff meeting for billers to be on the look out for PTX example JPA and email to Ms. Allen. Ms. Allen also stated she has a video to create on billing out of sequence and when that process is finalized, she will create a script and record a video.

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 create videos on memo reasons.
- A video on PTX is pending for an example of a PTX JPA.
- The video on billing out of sequence will be recorded once the process is finalized and approved.

The meeting adjourned at 12:35 p.m. until September 18, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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September 18, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 10:45 a.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
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. Sam Picazo	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
Mr. Robert Stanard	AT&T California
Ms. Veronica C. Romero	AT&T California
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Mr. Salvador Sambrano	City of Burbank
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Hien Vuong	City of Azusa
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	Boldyn Networks US LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. LaMon called the meeting to order at 10:45 a.m. by addressing the first item on the agenda, the review of **last month's 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. LaMon opened and stated there are no memos to review. Ms. LaMon inquired if Ms. Allen had anything she wanted to bring to attention. Ms. Allen stated she did start to create some memos return reason videos; however, she did not literally record them. She prepared scripts and examples. Ms. Allen stated by the end of the following week the videos should be posted on the SCJPC website. Ms. Allen added time did not permit her to record any videos in September. Ms. Allen stated that her videos will be on existing arm ownership, invalid Section, and invalid grade and space when a power company shows as a GUY (no power). Ms. Allen reiterated that the documents are completed, and she just needs to record the videos.

Ms. La Mon inquired if Ms. Allen found an example on PTX. Ms. Allen stated that the staff had not found one yet. Ms. LaMon stated that she recalls seeing one recently and will see if she can track it down. Mr. Bacon stated that he is positive he has an example of a PTX. Ms. LaMon stated that would be great and it would be good having more than one example.

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 record videos on memo reasons.
- Mr. Bacon, Ms. LaMon, or any other member to send Ms. Allen an example of a PTX JPA if they could find one.

The meeting adjourned at 10:48 a.m. until October 16, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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October 16, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 10:11 a.m., via teleconference.

Those in attendance were:

Ms. Megan LaMon	Crown Castle NG West Inc.
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
Mr. Sam Picazo	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Ms. Silvia Villasenor	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications/XO Communications
Mr. John Vu	City of Anaheim
Mr. Hugo Murillo	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. Linda McLean	Exenet Systems
Ms. Heidi Seropian	Exenet Systems
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. LaMon called the meeting to order at 10:11 a.m. by addressing the first item on the agenda, the review of **last month's 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.
 - Mr. Bacon, Ms. LaMon, or any other member to send Ms. Allen an example of a PTX JPA if they could find one.

Ms. LaMon opened and stated there are two new videos uploaded to the SCJPC website on the agenda page. One video is on missing arm ownership and the second video is on invalid section. Ms. LaMon then inquired if members had a chance to review them. Ms. LaMon then inquired if members need to approve the videos or just a consideration to let members know. Ms. Pranata stated that if there are no changes that members want to make then the videos could be uploaded to the Basic JPA Training page. Ms. LaMon inquired if members need more time to review or if members have any issues. Mr. Bacon stated it is a training video then put it in the library. Ms. Pranata stated that she would move the videos to the Basic JPA Training page.

Ms. LaMon inquired if Ms. Allen had received any PTX examples. Ms. Allen stated she has not. Ms. LaMon stated that she would take another look and see if she could get an example to Ms. Allen.

Ms. Allen stated that she has a few more scripts and videos ready to record. However, Ms. Allen had a question. Ms. Allen inquired if members would like to see one video with multiple scenarios or one video for each scenario. For example, for invalid grade and space, would members like to see one video with Ms. Allen explaining different invalid grade and space scenarios or different videos for each scenario. Mr. Bacon stated that he is in favor of separate videos with precise titles because Mr. Bacon is afraid, they might all get muddled together. Ms. LaMon agrees and stated that she thinks it'll be easier to sort out what a member might be looking for to confirm the correct way to do something. Ms. Allen stated sounds good.

Ms. LaMon inquired if there were any other requests for upcoming videos to discuss. There were none.

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 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.

The meeting adjourned at 10:15 a.m. until November 20, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

Southern California Joint Pole Committee

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November 20, 2024

A regular meeting of the **Basic JPA Training ad hoc Committee** took place on the above date, at 10:53 a.m., via teleconference.

Those in attendance were:

Ms. Aarize Dizon	Crown Castle NG West Inc.
Ms. Megan LaMon	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 Rey	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Angelica Tinjaca	AT&T California
Mr. Joe Armstrong	City of Pasadena
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. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Linda McLean	Extenet Systems
Ms. Tamara Zaki	Boldyn Networks US LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Ms. Dizon called the meeting to order at 10:53 a.m. by addressing the first item on the agenda, the review of **last month's 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. Dizon opened and stated several videos have been uploaded to the SCJPC website on the agenda page. Ms. Dizon stated that an email circulated between a few members regarding an ARM and ANCHOR question from Ms. Black on the Bear Valley JPA example Ms. Allen used in one of the videos. Ms. Black thanked Ms. Allen for creating the video and stated that the videos are incredibly helpful. Ms. Black stated she listened to the *What SCJPC verifies on a Pole for Section 7.X* video twice earlier that day and needs clarification on arms and anchors in general. Ms. Black inquired if she should bring it up currently or speak with Ms. Allen offline. Mr. Van Stryk stated that Ms. Black should bring it up currently as he has similar issues with his JPAs. Ms. Pranata played the video *What SCJPC verifies on a Pole for Section 7.X*. Ms. Black stated on the JPA it shows a 2½” PBR to be removed, however; on the pole record it does not show a PBR. Ms. Allen explained that it is shown in the additional information field as SA for a sidewalk anchor and only notated in the bill of sale as PBR. Ms. Allen added that in the past anchors were noted many different ways and unsure of when and why for the changes. Ms. Black stated she is unaware of this and needs a decoder for the acronyms being used. Ms. Allen stated that she could create a list. Ms. Allen added she does not know all the ways anchors were written off the top of her head, however, she can notate them as they come up. Ms. Pranata suggested Ms. Allen edit the video stating for members to read the bill of sale area. In the past SCJPC may have forgotten to type the anchor under additional info but it is shown in the bill of sale. Ms. Black stated that would be great and inquired if Ms. Allen could explain this particular anchor scenario in the video. Mr. Van Stryk inquired if these should be added to the abbreviations in the Routine Handbook. Ms. Allen stated that PBR is in the Routine Handbook under abbreviations Section 20.4, but Ms. Allen is unsure if SWANC is in the Routine Handbook. Ms. Pranata displayed the Routine Handbook Section 20.4 on the screen and confirmed SWANC was not listed. Ms. Pranata stated that she could add SWANC to Section 20.4. Ms. Black stated that would be great and any others Ms. Allen or billers come across to be noted in the Routine Handbook as well.

Ms. Black stated she has one more topic to bring up. Ms. Black explained that last month Ms. Allen recorded two videos, and she learned something new from watching the video on *Missing Arm Ownership*. Ms. Black added that she wanted to bring this topic up in case other members have the same problems that she does. Ms. Black then explained that in Ms. Allen's current video *What SCJPC verifies on a Pole for Section 7.X* that arm information should match the SCJPC record. However, in the *Missing Arm Ownership* video when a member owns a solely owned arm that is not on the SCJPC pole record that it should still show on the JPA as 100 under the member that owns the arm. Ms. Black reiterated that even though the arm is not on the SCJPC pole record it should still be shown on the JPA on record side as 100. Ms. Black inquired if that was correct. Ms. Allen confirmed that was correct. Ms. Black then stated she learned something new and that the videos are incredibly valuable.

Ms. Allen stated for the PTX video she did receive JPA examples; however, she is putting that topic for a video on hold for now because she really wants to focus on the Billing out of Sequence video(s). Ms. Allen stated that she did have some questions and that she emailed Edison, AT&T California, and Crown Castle and received the answers she was looking for the day before. Ms. Allen then stated she will start working on examples with the information she received and hopes to have something soon for Edison, AT&T California, and Crown Castle to review before she records actual video(s).

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 work on creating Billing out of Sequence video(s).

The meeting adjourned at 11:10 a.m. until January 15, 2025.

Transcribed by Ms. Kathleen Allen – Committee Staff