

Southern California Joint Pole Committee

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January 17, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:42 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. April DeBarge	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	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
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Robert Jystad	Crown Castle NG West Inc.
Ms. Maegan Murphy	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. Yvonne Johnson	Teleport Communications America
Ms. Katy White	MCI Metro ATS
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Mr. Michael Truong	City of Burbank
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Maria Ortiz	XO Communications
Ms. Alyssa Aguliar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. Ben Coffey	City of Banning
Mr. David Campo	City of Lompoc
Mr. Matthew Miller	MCI Telecommunications
Ms. Claudia Arellano	City of Vernon

Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Mr. Jose Alvarenga	T-Mobile USA
Ms. Shawn Henderson	T-Mobile USA
Mr. Bill Nolan	T-Mobile USA
Mr. Johnny Villalobos	M-Power Communications
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Mr. Renzo Garzon	Mobilitie, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:42 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 **November 2023 and December 2023 Operating expense sheets**. There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata asked for an update on payments from MCI Metro/ATS, MCI Telecommunications, Sprint Communications, and Verizon Wireless. Ms. Ortiz stated for Verizon Wireless a payment was going to be emailed out that day. Ms. Smith inquired if Ms. Pranata saw the email from Ms. Ortiz regarding the check from the Sprint Communications finance department being received and it would be mailed out that afternoon. Mr. Miller stated for MCI Metro/ATS, MCI Telecommunications, and Verizon Wireless they would have payments caught up for all three companies by the end of the month. There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**. There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on December 14, 2023. Ms. Allen reviewed with the staff a JPA where power is attaching under Section 4.1 on joint comm pole. When a power attaches on a joint comm pole and they show KV on record side billers can figure the grade and space and safety clearance zone is adequate. The record side of the JPA cannot be changed or it would not match SCJPC record, and billers would have to issue a memo. Ms. Allen stated she showed billers how to figure out costs with what is shown on the JPA and how to bill without returning. Also, Ms. Allen reminded the staff on how to accurately show lat/long. on JPAs so replacement poles with different pole numbers get updated correctly. Lastly, Ms. Allen had a JPA she sent to the staff via email with an example she made on anchors and arms and explained the correct billing codes to use when billing. New anchors and arms should be billed with billing code 1 and existing anchors and arms should be billed with billing code 2. The Item number used on the JPA should not dictate the billing code.

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 reported for November 2023 bill of sale it was a usual month. SCE submitted over 10,000 poles. However, other members submitted about average two to three thousand poles. Although it was a usual month, SCJPC lost their Administrative Aide, Ms. Odle, and it was challenging to go back to the previous number of staff before Ms. Odle. Ms. Pranata added there were 136 held over JPAs.

Ms. Pranata reported for December 2023 bill of sale it was a bit unusual because SCE submitted 8,600 poles and other members submitted 12,800 poles which is a lot more than usual. Ms. Pranata is unsure if it was because it was the end of the year and members wanted to get their JPAs in. There were a lot of JPAs held over due to the volume. Plus, it was the holidays and staff were on vacation as well. A lot of multis, three parties or more, were received from other than SCE. Billers returned a lot of multis in December. 4,881 poles and therefore the billable rate for multi JPAs was low. Only 800 multi poles were billed and Ms. Pranata reiterated that 4,881 poles were returned. Mr. Treepaisan stated that in December there was an end-of-year rush with a light staff.

There were no further questions or comments.

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

SCJPC Office updates:

- November & December 2023 Office Productivity without OT
- November & December 2023 SCE OT monthly report (OT funded by SCE)
- Processed Form 7s: 110 F7 in November 2023 & 1,453 F7 in December 2023

Ms. Pranata shared the December 2023 BS Productivity without OT report and stated the staff processed about 5,700 multi poles but only able to bill 822 multi poles which is 14% of the multi JPAs. The staff returned 86% of the multi JPAs. The staff processed about 9,100 poles total and billed about 3,000 poles without overtime.

Ms. Pranata then shared the *SCJPC – Overtime Monthly Update*. Ms. Pranata reported for November 2023 bill of sale the staff worked an additional 283 hours more and for December 2023 bill of sale the staff worked only an additional 86 hours more due to the holidays, vacations, etc.

Ms. Pranata stated that SCJPC processed a lot of Form 7s and that they are coming in the thousands. Especially in December 2023, SCJPC received 1,453 Form 7s. SCJPC has never received this many before. Ms. Pranata is asking the members to please let Ms. Pranata know for the forecast for 2024 the number of poles to be submitted, number of JPAs to be submitted, and number of Form 7s to be submitted. SCE had a special project and submitted a lot of Form 7s and Ms. Pranata would like to know if that would continue in 2024 because Ms. Pranata needs to designate a staff member to process the Form 7s full time. Which means it will take time away from billing and processing JPAs. Mr. Pearson stated that he believes that Form 7 project is

completed. However, if anything changes SCE will let Ms. Pranata know. Ms. Pranata inquired if the Form 7s project has been completed for the 2024 year and Mr. Pearson stated he believes so. Ms. Pranata stated she will be sending an email requesting 2024 Forecast numbers (JPAs, poles, and F7's) if members could please reply with their numbers.

There were no further questions or comments.

Billing Errors/Questions

- *NGS199546-02-04 – Pole used as anchor – how to bill?*
- *ATS-2023ATC JPAs – Records only – Must they follow standard procedure of updating pole record?*

Ms. Allen had a question on an NG JPA she received and asked the committee how it should be billed. (See attached NGS199546-02-04). Ms. Allen explained she had never seen a pole used as an anchor and was unsure if common area, safety clearance zone, and grade and space would have to be allocated and accurate per the Routine Handbook. Mr. Bacon stated he has seen a couple of scenarios on this. What they are doing is they would run a pole-to-pole guy wire about 15' up off the ground for maximum use of the ground line. Or it might be an inexperienced person writing up the JPA. It could be a guy stub pole itself where it has anchors going off of it. Mr. Harmon agreed with Mr. Bacon. Mr. Harmon explained if one is constructing a trust guy with an overhead plant they cannot put an anchor. However, it could be resolved by using a trust guy which allows one to put a guy wire 8' above the ground on one side where one is dead ending their lead. It is just a guy wire attachment to a utility pole that one needs that change of grade to get the holding strength. It is a trust guy to a stub pole and happen to have a lower attachment grade and there is no need for safety clearance zone. There is no power and as long as the grade over the road is met Mr. Harmon thinks it is fine. Mr. Bacon inquired about the charging of the 1' space of it. They would pay for 1' at a very unusual 10' grade. Mr. Harmon explained there are poles in line and have situations where power guy will transition from 30' down to 8', 10', or 12'. In that situation is support structure considered and not even showing the guy wire which is legal per GO 95. Ms. Black inquired why this is not a guy pole and placing guy underneath the 10-1. Mr. Harmon stated that makes sense and if it is a guy wire it should show guy. Mr. Bacon stated it is a 16' or 18' pole. Mr. Harmon stated sounds like it is a 25' or 30' pole that has been topped and acting as a real stub in the sense. Ms. Black stated that maybe NG could do some research on this and could have a teaching moment where they could come back with a picture and educate all and then do a full circle on how Ms. Allen is going to make a pole card for this at the end. Ms. McLean suggested to go to Google Earth and look at the pole to clear it up currently. Ms. Pranata displayed the pole on the screen (Google Earth, approximately lat/long 33.8926339,-118.4123533). Mr. Harmon stated it might be more of a damaged pole and might need to be replaced. Mr. Harmon explained that the pole was placed prior to home, and somebody put a garage after the pole was there because if you have vehicle of travel you got to be at least 14' to the edge of the driveway. Mr. Harmon then stated that does not look like 14'. Mr. Bacon added if one did go into

the ground with an anchor now the anchor is going to be lower and right over the corner of that garage. If one puts a guy stub pole the anchor is going to be right in that walkway coming out of that house. After viewing the main pole Mr. Bacon stated there are no options for an anchor and reason that pole was left there. Mr. Bacon then inquired how does Ms. Allen bill the JPA. Mr. Van Stryk stated they should have not purchased interest into that pole. Mr. Harmon stated that it is called reconstruction. Once one goes to a pole and reconstructs and adds to it one has to bring it up to code.

After some further discussion Ms. Dizon asked Ms. Allen to return the JPA to Crown Castle and they will remove the pole from the JPA. Ms. LaMon inquired if they would need to resubmit the Final Form 2 to remove the pole. Mr. Van Stryk stated to send a Form 7 to all parties and wait 15 days and resend.

Ms. Allen inquired on another JPA (ATS-2023ATC-81). On the ATC transfer of ownership to ATS JPAs (record only) if the JPA must follow standard procedures of updating pole class and grade and space on Proposed. Additionally, Ms. Allen inquired if the Date Sent and Form 48 Date are required. Ms. Allen explained that currently SCJPC requires class on poles that remain in the field and grade and space updated on Proposed. Ms. Ortiz stated the Date Sent must be on the JPA. Ms. Ortiz then stated she is having trouble with class because like the note states on the JPA they are not going to the field and not doing any work in the field. All that they are doing is transferring the record. The records do not have the pole class either. Ms. Ortiz stated she can update the grade and space on Proposed. Ms. Ortiz reiterated that she is having trouble with the class and inquired if no objections from the members could the JPAs be finalized without the class. However, if there is a class on SCJPC's pole record they will show the class on the JPA. Mr. Van Stryk stated that a while back there was a discussion about owners purchasing another owner's line. Mr. Van Stryk remembers the committee detailed what was needed on the Form 2 at that time. Ms. Ortiz stated that was the SPR to NG transfer of ownership which were two different entities from two different companies. In this case there are two different companies under the same Verizon umbrella. Mr. Van Stryk stated that ATC and ATS are two different companies on the pole card. Monies is changing hands and being transferred from one owner to another owner and potentially even an alternative owner on these joint poles. Mr. Harmon stated that it is not so much a money transaction. There has been an absorption of assets between parties. Mr. Harmon will check with the attorneys, but this document isn't going to necessarily procure any movement of money between affiliates. Mr. Van Stryk stated the asset allocation is being changed from one company to another. Ms. DeBarge inquired why is this going through the JPA process and not just a swap on the pole card. Ms. Ortiz stated not all of the poles are being transferred. Mr. Harmon clarified that only the fiber optic facilities are being transferred. The cellular facilities the actual antennas and stuff will remain in ATC's area. When they get to a pole with both ATS and ATC, they will have to separate it. Mr. Van Stryk stated that it sounds like a transaction is taking place between the two companies. Mr. Van Stryk would say whatever the members agreed to when Crown Castle did it just to keep it fair. Ms. Black stated that is Section 13.4 what Mr. Van Stryk was talking about and it doesn't currently say. Ms. Black then stated that maybe that would be something the committee should amend. Mr. Van Stryk stated that he is not saying that class is needed but they should do it the same way Crown Castle did it or another other company to keep it uniform. Ms. Black stated AT&T California is okay for not having class listed. Mr. Ortiz inquired if there are any objections to billing the JPAs without

the pole class and they would update the other information. Mr. Treepaisan stated Frontier Communications is okay with not having pole class on the JPA as well. Mr. Van Styrk stated as long as Crown Castle's were not returned for missing class then it is fine. Ms. DeBarge stated it is fine not having a class as long as just the ATS is being swapped out with ATC. Ms. DeBarge added that they are looking to get these billed as fast as they can because SCE has other JPAs that have ATS or ATC on them and at the billing stage. Ms. DeBarge inquired about whether the record is going to get updated in the same month that SCE is sending finals. Then Ms. De Barge inquired when they submit a JPA that has ATC, and it should be ATS would that be something the SCJPC staff would know that this member is supposed to be this member. Sort of like the way the SCJPC staff does NPN pole records or would the SCE submitted JPAs get returned via memo. Ms. Allen stated at this time that the JPAs would be returned via memo because she had no word from the committee to do that. Plus, it was mentioned earlier not all ATC facilities are being transferred. Ms. Allen added she thinks it would need to show exactly what is on record. However, Ms. Allen stated that whatever the committee decides to do she will inform the staff to do. Ms. Ortiz clarified if there is a pending JPA they are definitely not sending these JPAs to final bill before the pending JPA bills. Ms. Ortiz added that the scenario that Ms. DeBarge questioned should not happen because they are double checking to make sure that any pending JPAs bill first before they send theirs. Ms. Ortiz stated that if the members are okay with it they will update as stated and if there is no class on the SCJPC record they will not add. Ms. Ortiz inquired if they should add a note. Ms. Allen stated that the billers will see there is no class on record and a note is not needed. Ms. Allen then stated that she just wanted to make sure that SCJPC processes them correctly. Ms. Allen stated that she wanted to make sure they start getting processed if there is no class on record. Ms. Ortiz stated that everything else will be addressed. Ms. Allen inquired about the Form 48 date and if needs to be on the JPA. Ms. Ortiz stated yes, the Form 48 date needs to be on the JPA, and to return the JPA if there is not. Ms. Allen then inquired if SCJPC could accept Section 1.2 with 18.1D under Approved. Ms. Allen stated that even though it is a no cost records only JPA if that is acceptable. In the Routine Handbook Section 1.2 is invalid with 18.1D approval. Ms. DeBarge inquired why is 1.2 being used. The Section should be 13.4 and that does not require a 1.2 or a signature. The Section does not state but Ms. DeBarge thinks that those ATC to ATS JPAs do not require a Form 48 either. Ms. Ortiz stated they could change to Section 13.4 but would have to send out Form 7's or are the members okay with not receiving Form 7's for all of the JPAs and just to change to Section 13.4. Ms. DeBarge stated not to send Form 7's and that there are hundreds of these JPAs. Ms. DeBarge then stated that SCE is good with waving the requirements for all the specific details if the pole card already says it and if they are just switching out the member code. SCE is also good with the change to Section 13.4 without sending Form 7's. Ms. Ortiz inquired if there were any objections. There were no objections.

Ms. DeBarge ended by stated that maybe to revised Section 13.4 a little bit. Therefore, the next time a member acquires another member's facilities they have better guidelines.

There were no further questions or comments.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renters*

Ms. Pranata stated that she met with Pomona Valley Hospital for the second time. They came into the office and looked at the office space. Ms. Pranata stated that is the reason why she has not contacted the Real Estate Attorney. Ms. Pranata is waiting for an update from the building's Real Estate Agent before contacting the Real Estate Attorney. The Real Estate Agent now knows that SCJPC is looking to sublease the space and whenever he has a possible renter he would text Ms. Pranata and she would meet them at the office and let them in to see the office space. Ms. Pranata continued that there were two companies that were interested. The first one is the RSE Corporation. Which is a civil engineering company. The second one, which is the latest one, is Pomona Valley Hospital. Ms. Pranata inquired that since she has not heard from Pomona Valley Hospital if the committee wants to spend the money and contact the Real Estate Attorney. Ms. Pranata would like confirmation prior in engaging the Real Estate Attorney. Mr. Treepaisan stated to see how the subleasing is going to go and the committee can circle back and reach out to the Real Estate Attorney since it is going to cost \$425 an hour. Ms. Pranata inquired if she should wait until the end January or the next meeting. Mr. Treepaisan stated to give it to the end of January and circle back and go from there. Then if need be, Ms. Pranata can engage the Real Estate Attorney.

There were no further questions or comments.

WTW Salary Analysis

- *Completed*
- *Emailed to Operating Committee*
- *Action items from last month:*
- *Mr. Treepaisan to work on the salary table and send the proposal to the Operating Committee before the next Operating Committee meeting.*

Mr. Treepaisan presented his salary proposal which was emailed to the Operating committee members the day before the meeting. The committee reviewed Mr. Treepaisan's proposal and the WTW salary analysis; and will continue the discussion at the next off-cycle Operating committee meeting. Mr. Treepaisan will send an email to schedule the off-cycle meeting.

2024 Proposed Operating Budget

- *Salary line: To incorporate salary analysis from WTW into the 2024 proposed operating budget.*
- *Emailed to Operating Committee*
- *Action items from last month:*

- *Mr. Treepaisan to work with Mrs. Pranata to revise the 2024 Operating budget based on the new salary table.*

Mr. Treepaisan stated that he worked with Ms. Pranata in revising the 2024 Operating budget based on the newest salary proposal. The committee reviewed the 2024 proposed operating budget draft 3 and decided that it is ready to be shared with the whole membership. Ms. Pranata will send the draft 3 to the Administrative Board and this item will be added to the discussion or consent calendar for next month's Administrative Board meeting.

MISC

There were no miscellaneous.

Review of Action Items:

- Mr. Treepaisan to schedule an off-cycle meeting with the committee to discuss the proposed salary tables.
- Ms. Pranata to send the 2024 Proposed Operating Budget Draft 3 to the Administrative Board members and add this item to the discussion or consent calendar for next month's Administrative Board meeting.

The meeting adjourned at 11:00 a.m. until February 21, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		December 31, 2023			YTD Through December, 31 2023				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		65,261	72,675.75	(7,414)	783,138	642,454.33	140,683	18%	783,138
Regular (Budgeted)	72,675.75	-	-	-	-	-	-		
			-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,242	7,354.86	1,887	110,900	89,422.58	21,477	19%	110,900
Health/Dental	7,078.41		-	-	-	-	-		
Life (quarterly)	276.45		-	-	-	-	-		
			-	-	-	-	-		
Payroll Taxes		5,221	5,015.91	205	62,651	44,724.04	17,927	29%	62,651
			-	-	-	-	-		
Workers Compensation		261	276.87	(16)	3,132	4,566.63	(1,435)	-46%	3,132
Miscellaneous expenses/ Travel mileage reimbursement		21	50.17	(29)	250	141.08	109	44%	250
Telecommuting Reimbursement		9	-	9	108	108.00	-	0%	108
			-	-		-	-		
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		5,520	7,169.56	(1,650)	66,234	62,679.95	3,554	5%	66,234
			-	-	-	-	-		
			-	-	-	-	-		
<u>MONTHLY RECURRING</u>									
Rent		9,879	9,985.44	(106)	118,548	118,116.24	432	0%	118,548
Alarm System		58	173.97	(116)	700	695.88	4	1%	700
Telephone & Internet	Cell, Fax, Internet, Business Voice	556	548.26	8	6,672	6,256.69	415	6%	6,672
Cisco WebEx Online Meeting		69	69.00	-	828	828.00	-	0%	828
Postage & Shipping		17	-	17	200	158.82	41	21%	200
Business/Property Insurance	Pro-Rated	179	657.20	(478)	2,150	2,002.20	148	7%	2,150
			-	-	-	-	-		
			-	-	-	-	-		
<u>EQUIPMENT & FURNITURE</u>									
			-	-	-	-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8	100	1.81	98	98%	100
						-			
						-			
						-			
<u>NETWORK SYSTEM</u>									
						-			

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

OPERATING EXPENSES		December 31, 2023			YTD Through December, 31 2023				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	%	Budget
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support			1,537.50	(1,538)	19,300	15,361.73	3,938	0	19,300
FRIEND Support			400.00	(400)	8,400	4,800.00	3,600	43%	8,400
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses, Sharefile, Email, Domain		1,591	1,385.70	205	19,087	19,140.83	(54)	0%	19,087
Computer (repair, maintenance, supplies)		100	-	100	1,200	1,252.57	(53)	-4%	1,200
						-			
<u>PRINTING & SUPPLY</u>						-			
Office Printing		8	63.56	(55)	100	70.22	30	30%	100
Office Supplies		54	94.68	(41)	650	607.68	42	7%	650
						-			
						-			
<u>CONTRACT SERVICES</u>						-			
CPA/Auditor	2021 & 2022 in 2023	833	-	833	10,000	9,870.00	130	1%	10,000
Attorney*		500	499.00	1	6,000	5,988.00	12	0%	6,000
						-			
<u>GENERAL EXPENSE</u>						-			
Payroll Service Fees		93	94.00	(1)	1,120	1,131.00	(11)	-1%	1,120
Bank fees/Checks printing	Pro-Rated	8	-	8	100	-	100	100%	100
Publications/Subscriptions/Reference	Pro-Rated Docusign	21	-	21	250	285.00	(35)	-14%	250
Seminars, professional development, & tuition		117	-	117	1,400	239.88	1,160	83%	1,400
Team Building	Semi Annual	63	443.88	(381)	750	682.81	67	9%	750
Member Retirement plaques		42	-	42	500	-	500	100%	500
Scan & shred document		42	-	42	500	-	500	100%	500
Total Operating Expenses		99,772.32	108,495.31	(8,722.99)	1,224,967.85	1,031,585.97	192,881.88	16%	1,224,968

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

OPERATING EXPENSES		December 31, 2023			YTD Through December, 31 2023				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
COMPUTER SYSTEM									
Software Purchase and SCJPC website (minor) modification		130	-	130	1,560	1,373.30	187	12%	1,560
FRIEND modification*		2,813	-	2,813	33,750	-	33,750	100%	33,750
Website Upgrade (after FriendPro)		417	-	417	5,000	-	5,000	100%	5,000
EQUIPMENT & FURNITURE						-			
Purchases and leases (including Copy Machine)		371	337.26	34	4,450	4,113.34	337	8%	4,450
Hardware Purchase		125	-	125	1,500	1,298.14	202	13%	1,500
				-		-	-		
LONG TERM LIABILITY CURRENT				-		-	-		
				-		-	-		
Total Capital Investments & Long Term Liabilities Current		3,855.00	337.26	3,517.74	46,260.00	6,784.78	39,475.22	85%	46,260
Interest Earned/Misc Income			(0.40)			(3.30)			
Ubiquity Application fee credit						(2,200.00)			
TOTAL		103,627.32	108,832.17	(5,205.25)	1,271,227.85	1,036,167.45	232,357.10	18%	1,271,228
SCE SPECIAL BILLING TOTAL			10,361.53			35,029.89			
TOTAL WITH SCE OT BILLING			119,193.70			1,071,197.34			
*Items in blue are assessed equally									
1/8/2024									

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	Oct 2023	November 30, 2023	1/29/2024	\$ 945.09	21959	LAC		Not 60 days, will email the following month		JT	1/8/2024
City of Colton	Oct 2023	November 30, 2023	1/29/2024	\$ 898.68	21950	F		Not 60 days, will email the following month		JT	1/8/2024
Crown Castle NG West, LLC	Oct 2023	November 30, 2023	1/29/2024	\$ 2,222.86	21970	NG		Not 60 days, will email the following month		JT	1/8/2024
Extenet Systems	Sept 2023	October 31, 2023	12/30/2023	\$ 870.27	21941	EXT	1/8/2024	ap@extenetsystems.com; loadek@extenetsystems.com	JT	JT	12/12/2023
MCI METRO/ATS	Oct 2023	November 30, 2023	1/29/2024	\$ 1,071.47	21960	ATS		Not 60 days, will email the following month		JT	1/8/2024
MCI METRO/ATS	Aug 2023	September 30, 2023	11/29/2023	\$ 1,058.08	21896	ATS	12/12/2023, 1/8/24	MCI_ATS_JPA@motiveis.com; matthew.j.miller@verizon.com	JT	JT	11/8/2023
MCI METRO/ATS	Sept 2023	October 31, 2023	12/30/2023	\$ 1,101.46	21928	ATS	1/8/2024	MCI_ATS_JPA@motiveis.com; matthew.j.miller@verizon.com	JT	JT	12/12/2023
MCI TELECOMMUNICATIONS	Aug 2023	September 30, 2023	11/29/2023	\$ 873.02	21897	MCI	12/12/2023, 1/8/24	MCI_ATS_JPA@motiveis.com; matthew.j.miller@verizon.com	JT	JT	11/8/2023
MCI TELECOMMUNICATIONS	Sept 2023	October 31, 2023	12/30/2023	\$ 908.80	21929	MCI	1/8/2024	MCI_ATS_JPA@motiveis.com; matthew.j.miller@verizon.com	JT	JT	12/12/2023
MCI TELECOMMUNICATIONS	Oct 2023	November 30, 2023	1/29/2024	\$ 884.14	21961	MCI		Not 60 days, will email the following month		JT	1/8/2024
Sprint Communications Co L.P.	June 2023	July 31, 2023	9/29/2023	\$ 1,126.56	21843	FON	10/10/2023, 11/7/23, 12/12/23, 1/8/24	Emailed: zkohl@cogentco.com; Jyork@cogentco.com; AP_sprint@cogentco.com	GV, JT	GV	9/12/2023
Sprint Communications Co L.P.	July 2023	August 31, 2023	10/30/2023	\$ 874.11	21875	FON	11/7/2023, 12/12/23, 1/8/24	Emailed: zkohl@cogentco.com; Jyork@cogentco.com; AP_sprint@cogentco.com	JT	GV	10/10/2023
Sprint Communications Co L.P.	Aug 2023	September 30, 2023	11/29/2023	\$ 819.99	21907	FON	12/12/2023, 1/8/24	Emailed: zkohl@cogentco.com; Jyork@cogentco.com; AP_sprint@cogentco.com	JT	JT	11/8/2023
Sprint Communications Co L.P.	Sept 2023	October 31, 2023	12/30/2023	\$ 853.02	21939	FON	1/8/2024	Emailed: zkohl@cogentco.com; Jyork@cogentco.com; AP_sprint@cogentco.com	JT	JT	12/12/2023
Sprint Communications Co L.P.	Oct 2023	November 30, 2023	1/29/2024	\$ 829.90	21971	FON		Not 60 days, will email the following month		JT	1/8/2024
Sprint-Nextel Corporation	Oct 2023	November 30, 2023	1/29/2024	\$ 862.33	21956	SPR		Not 60 days, will email the following month		JT	1/8/2024
Teleport Comm. America LLC-TCA	Sept 2023	October 31, 2023	12/30/2023	\$ 1,162.02	21914	TCA	1/8/2024	TCAJPA@motiveis.com; ba3817@att.com; jcmckinney@att.com	JT	JT	12/12/2023
Time Warner Cable-TWN	Sept 2023	October 31, 2023	12/30/2023	\$ 571.44	21936	TWN	1/8/2024	Yesenia.Delgado@Charter.com	JT	JT	12/12/2023
T-Mobile USA, INC	Oct 2023	November 30, 2023	1/29/2024	\$ 855.06	21963	PBM		Not 60 days, will email the following month		JT	1/8/2024
Verizon Wireless	April 2023	May 31, 2023	7/30/2023	\$ 1,178.36	21753	ATC	8/8/2023, 9/12/2023, 10/10/2023, 11/7/23, 12/12/23, 1/8/24	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	GV, JT	JT	7/10/2023
Verizon Wireless	June 2023	July 31, 2023	9/29/2023	\$ 1,782.50	21817	ATC	10/10/2023, 11/7/23, 12/12/23, 18/23	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	GV, JT	GV	9/12/2023
Verizon Wireless	July 2023	August 31, 2023	10/30/2023	\$ 1,381.45	21849	ATC	11/7/2023, 12/12/23, 1/8/24	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	JT	GV	10/10/2023
Verizon Wireless	Aug 2023	September 30, 2023	11/29/2023	\$ 1,295.37	21881	ATC	12/12/2023, 1/8/24	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	JT	JT	11/8/2023
Verizon Wireless	Sept 2023	October 31, 2023	12/30/2023	\$ 1,347.32	21913	ATC	1/8/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	JT	JT	12/12/2023
Verizon Wireless	Oct 2023	November 30, 2023	1/29/2024	\$ 1,310.51	21945	ATC		Not 60 days, will email the following month		JT	1/8/2024
XO Communications	Aug 2023	September 30, 2023	11/29/2023	\$ 895.67	21902	NXT	12/12/2023, 1/8/24	matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	JT	JT	11/8/2023
XO Communications	Sept 2023	October 31, 2023	12/30/2023	\$ 931.81	21934	NXT	1/8/2024	matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	JT	JT	12/12/2023
XO Communications	Oct 2023	November 30, 2023	1/29/2024	\$ 906.51	21966	NXT		Not 60 days, will email the following month		JT	1/8/2024

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

TOTAL

\$ 29,817.80

 = 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
JAN 2023 - DEC 2023**

		MBR CODE	2023 JAN	2023 FEB	2023 MAR	2023 APR	2023 MAY	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1		11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1		11	100%	H / T	11
5	Bear Valley Electric	BVE	1	1	1	1	1	1	1	1	1	1	1		11	100%	BVE	11
6	Time-Warner	TWC	1	1	1	1	1	1	1	1	1	1	1		11	100%	TWC	11
7	City of Burbank	B	1	1	1	1	1	1	1	1	1	1	1		11	100%	B	11
8	City of Vernon	V	1	1	1	1	1	1	1	1	1	1	1		11	100%	V	11
9	ATC Outdoor DAS	AMT	1	1	1	1	1	1	1	1	1	1	1		11	100%	AMT	11
10	MCI/Metro	ATS	1	1	1	1	1	1	1	1	1	1	1		11	100%	ATS	11
11	MCI Communications	MCI	1	1	1	1	1	1	1	1	1	1	1		11	100%	MCI	11
12	Mobilite LLC	MOB	1	1	1	1	1	1	1	1	1	1	1		11	100%	MOB	11
13	Sprint Communications	FON	1	1	1	1	1	1	1	1	1	1	1		11	100%	FON	11
14	Sprint-Nextel	SPR	1	1	1	1	1	1	1	1	1	1	1		11	100%	SPR	11
15	City of Lompoc	LLW	1	1	1	1	1	1	1	1	1	1	1		11	100%	LLW	11
16	City of Anaheim	D	1	1	1	1	1	1	1	1	1	1	1		11	100%	D	11
17	ExteNet Systems	EXT	1	1	1	1	1	1	1	1	1	1	1		11	100%	EXT	11
18	City of Banning	COB	1	1	1	1	1	0	1	1	1	1	1		10	91%	COB	11
19	XO Communications	NXT	1	1	0	1	1	1	1	1	1	1	1		10	91%	NXT	11
20	City of Pasadena	MP	0	1	1	1	1	1	1	1	1	1	1		10	91%	MP	11
21	City of Los Angeles	M	1	1	1	1	1	1	1	1	0	1	1		10	91%	M	11
22	City of Glendale	A	1	1	1	1	1	1	1	1	0	1	1		10	91%	A	11
23	T-Mobile, USA	PBM	1	1	1	1	1	1	1	0	1	1	1		10	91%	PBM	11
24	City of Riverside	J	1	1	1	1	1	1	0	1	1	1	1		10	91%	J	11
25	Sonic Telecom, LLC	STL	1	1	1	0	1	1	1	1	1	1	0		9	82%	STL	11
26	AT&T Mobility	LAC	1	1	0	1	1	1	0	1	1	1	1		9	82%	LAC	11
27	City of Azusa	MA	1	1	1	1	1	0	1	1	0	1	1		9	82%	MA	11
28	Mpower/TelePacific	ICG	1	1	1	0	1	1	1	1	0	1	0		8	73%	ICG	11
29	City of Colton	F	0	1	1	1	1	1	0	1	0	1	1		8	73%	F	11
30	Teleport Comm America	TCA	1	1	1	1	1	0	1	0	0	1	1		8	73%	TCA	11
31	Verizon Wireless	ATC	1	1	0	1	0	1	1	1	0	0	1		7	64%	ATC	11
	Total		29	31	28	29	30	28	28	29	24	30	29	0	Total			

Member	BVE	E	EXT	F	FTR	H/T	M	MCI	NG	NXT	PBM	TWC	Totals	YTD
Joint JPAs Billed	6	705			1	6	2		2		2	1	725	7115
% of Joint JPAs Billed	0.008	0.972	0.000	0.000	0.001	0.008	0.003	0.000	0.003	0.000	0.003	0.001	1.00	
Joint JPAs Returned	12	85	2			7	1		3			3	113	2222
Total Joint JPAs Processed	18	790	2	0	1	13	3	0	5	0	2	4	838	
Section 18.1F JPAs included in above					1	3							4	
Multi JPAs Billed		99	2			6	1	2	17	1	1	9	138	1486
% of Multi JPAs Billed	0.000	0.717	0.014	0.000	0.000	0.043	0.007	0.014	0.123	0.007	0.007	0.065	1.00	
Multi JPAs Returned		45	44	1	5	15	1	22	90	2	1	25	251	3245
Total Multi JPAs Processed	0	144	46	1	5	21	2	24	107	3	2	34	389	4731
Section 18.1F JPAs included in above			3	1	5	17	1	1	8	3		1	40	
Total # JPAs Billed	6	804	2	0	1	12	3	2	19	1	3	10	863	8601
% of JPAs Billed	0.007	0.932	0.002	0.000	0.001	0.014	0.003	0.002	0.022	0.001	0.003	0.012	1.00	
# of JPAs Returned													364	5467
Total JPAs Processed	18	934	48	1	6	34	5	24	112	3	4	38	1227	14068
% of JPAs Billed													70.33%	
% of JPAs returned													29.67%	
Member	BVE	E	EXT	F	FTR	H/T	M	MCI	NG	NXT	PBM	TWC	Totals	
Poles Billed (Joint JPAs)	87	2589			9	21	4		3		2	2	2717	30395
Poles Returned (joint)	125	667	13			33	2		6			14	860	20371
Poles Billed (Multi JPAs)		750	26			91	2	2	98	14	1	25	1009	9881
Poles Returned (multi)		477	696	2	113	458	4	264	895	30	2	97	3038	38501
Total # Poles Billed (Joint & Multi combined)	87	3339	26	0	9	112	6	2	101	14	3	27	3726	40276
% of Total Poles Billed (Joint & Multi combined)	0.023	0.896	0.007	0.000	0.002	0.030	0.002	0.001	0.027	0.004	0.001	0.007	1.00	
# of Poles Returned													3898	58872
Total Poles Processed	212	4483	735	2	122	603	12	266	1002	44	5	138	7624	99148
% of Poles Billed													48.87%	
% of Poles returned													51.13%	
RETURN RATE # OF JPAS	67%	14%	96%	100%	83%	65%	40%	92%	83%	67%	25%	74%		
RETURN RATE # OF POLES	59%	26%	96%	100%	93%	81%	50%	99%	90%	68%	40%	80%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	
HELD OVER JPAS	136
HELD OVER POLES	1423

Actual JPAs/poles received from 10/6/2023 - 11/3/2023 (November 2023 Bill of Sale):		
	JPAS	POLES
SCE	1880	10197
OTHER MEMBERS	248	2220

Average poles/JPA in 2023	7.05
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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	0	0
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	0	0
SCE FORM 7 DO NOT BILL	2	15
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
15	167
1362	28315

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
703	1116
2904	5106
764	1465
3357	6317

Member	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	PBM	TCA	TWC	Totals	YTD
Joint JPAs Billed			3	564			4	3		1			8				583	7698
% of Joint JPAs Billed	0.000	0.000	0.005	0.967	0.000	0.000	0.007	0.005	0.000	0.002	0.000	0.000	0.014	0.000	0.000	0.000	1.00	
Joint JPAs Returned		1	1	86	1		1	7	2				67			2	168	2390
Total Joint JPAs Processed	0	1	4	650	1	0	5	10	2	1	0	0	75	0	0	2	751	
Section 18.1F JPAs included in above							4	2		1							7	
Multi JPAs Billed	7			103	1	1	1	2		1	2		42			10	170	1656
% of Multi JPAs Billed	0.041	0.000	0.000	0.606	0.006	0.006	0.006	0.012	0.000	0.006	0.012	0.000	0.247	0.000	0.000	0.059	1.00	
Multi JPAs Returned	24			37	11			6			7	1	399	1	1	14	501	3746
Total Multi JPAs Processed	31	0	0	140	12	1	1	8	0	1	9	1	441	1	1	24	671	5402
Section 18.1F JPAs included in above	6					1	1	2		1	1		4				16	
Total # JPAs Billed	7	0	3	667	1	1	5	5	0	2	2	0	50	0	0	10	753	9354
% of JPAs Billed	0.009	0.000	0.004	0.886	0.001	0.001	0.007	0.007	0.000	0.003	0.003	0.000	0.066	0.000	0.000	0.013	1.00	
# of JPAs Returned																	669	6136
Total JPAs Processed	31	1	4	790	13	1	6	18	2	2	9	1	516	1	1	26	1422	15490
% of JPAs Billed																	52.95%	
% of JPAs returned																	47.05%	
Member	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	PBM	TCA	TWC	Totals	
Poles Billed (Joint JPAs)			4	2061			80	12		2			21				2180	32575
Poles Returned (joint)		2	26	839	4		4	25	48				269			3	1220	21591
Poles Billed (Multi JPAs)	125			386	8	2	2	29		2	16		226			26	822	10703
Poles Returned (multi)	370			408	109			116			117	10	3634	1	15	101	4881	43382
Total # Poles Billed (Joint & Multi combined)	125	0	4	2447	8	2	82	41	0	4	16	0	247	0	0	26	3002	43278
% of Total Poles Billed (Joint & Multi combined)	0.042	0.000	0.001	0.815	0.003	0.001	0.027	0.014	0.000	0.001	0.005	0.000	0.082	0.000	0.000	0.009	1.00	
# of Poles Returned																	6101	64973
Total Poles Processed	495	2	30	3694	121	2	86	182	48	4	133	10	4150	1	15	130	9103	108251
% of Poles Billed																	32.98%	
% of Poles returned																	67.02%	
RETURN RATE # OF JPAS	77%	100%	25%	16%	92%	0%	17%	72%	100%	0%	78%	100%	90%	100%	100%	62%		
RETURN RATE # OF POLES	75%	100%	87%	34%	93%	0%	5%	77%	100%	0%	88%	100%	94%	100%	100%	80%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	1009	950	1959
HELD OVER POLES	4642	8178	12820

Actual JPAs/poles received from 11/4/2023 - 12/5/2023 (December 2023 Bill of Sale):		
	JPAS	POLES
SCE	1977	8666
OTHER MEMBERS	1537	12859

Average poles/JPA in 2023	6.99
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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	1	2
(not included in the above table)		

SCE CALL BACKS	JPAS	POLES
	2	20
SCE FORM 7 DO NOT BILL	1	2
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
11	178
536	28851

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
239	1355
761	5867
266	1731
1002	7319

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAs)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAs)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAs)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAs)
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAs than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAs than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAs than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	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	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	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	Electronic

12-month average processed poles
12-month average BILLED poles

8530.58
3727.42

Poles processed average per month September 2022 to December 2023 (see exclusion below)
Poles BILLED average per month September 2022 to December 2023 (see exclusion below)
Exclude Nov 2022, Dec 2022, Jan 2023, Feb 2023

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Totals	6563	1712	8275	1716	191	1907	675.50						

Average 12.38

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	111	59	170	19	4	23	17.50						

Total 2P+3P hours 693.00 Grand total in 2023

BILL NO. _____

FINAL AUTHORIZATION FOR JOINT POLE TRANSACTION

PAGE NO. 1

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 7/19/2021 In Field ☐ By Telephone ☐ Date Completed JAN 20 2022 No. of Pages 2 J.P. Auth No NGS199546-02-04

Date Sent 7/15/2019 Confirming Agreement 9/16/2019

COSTS and BILLING DATA

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

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE	APPROVED	TAXING INSTRUCTIONS	ACCOUNTING DATA
E	HARRY FLUKE	TORRANCE	M. WAZEWSKI	TORRANCE	410210776
FTR	Bret Plaskey	LOS ANGELES	S. MCDONALD	LOS ANGELES	70076
NG	Jon Schweers 714-905-5099	SAN JOSE	EARLE CARRION	SANTA CLARA	S199546 / 6435-1782

BILL NO. _____

POLE NO.	Pole Length	Year Set	Pole Treat	Record				Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	TOTAL AMT	BILL CODE	TOTAL AMT	ACCOUNTING DIRECTIONS:
	Anchor Size		Class	E	FTR	NG		E	FTR	NG						AMOUNT		AMOUNT	
			Anchor Direct.																
				—	C			—	C	C				POLE USED AS ANCHOR	1				
A1386Y	16	37	FT / CL2		100				10 - 1 10 - 1	10 - 1				MARINE PL S/S 23' E/O VISTA DR	2				
LOC 3	1"	37	SW		ALL				ALL					EXISTING ANCHOR IN FIELD	3				
														HOW TO BILL?	4				
				16KV	C			16KV	C	C				NG TO PURCHASE SEC 4.0	5				
4677930E	45	15	FT / CL4	39-10	23-5			39 - 10 20 - 2	22 - 2	23 - 1				MARINE PL S/S 60' E/O VISTA DR	6				
LOC 4														NG TO MV EXT P.P. GUY TO TV HOA @ 22'0" AND UPGRADE TO 16M FOR SHARED GUYING.	7				
															8				
				16KV	C			16KV	C	C				NG TO PURCHASE SEC 4.0	9				
921749E	45	15	FT / CL4	39-10	23 - 5			39 - 11	21 - 3	22 - 1				MARINE PL S/S 151' E/O VISTA DR	10				
LOC 5															11				
															12				
															13				
POLE LEGEND: L = LOWER TOP(Item 5E)															COL TOT				

POLE LEGEND:

L = LOWER TOP (Item 5E)
P = PULL (Item 5A)
PB = PULL BUTT
T = TRANSPORT (Item 5B)
S = SALVAGE
D = DISPOSE (Item 5D)
TN = TENANT

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

MANHATTAN BEACH

FORM 48 SENT 5/20/2021

PAGE TOTAL _____

Google Maps 416 Marine Pl



Image capture: Jan 2022 © 2024 Google



Southern California Joint Pole Committee

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San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

February 21, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 10:35 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
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. Sam Picazo	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	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. Matt Barbosa	AT&T California
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.
Ms. Maegan Murphy	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Ms. Yvonne Johnson	Teleport Communications America
Mr. Arturo Garcia	City of Glendale
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications
	XO Communications
Mr. Michael Truong	City of Burbank
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. Damon Stuart	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
Mr. Charlie Smith	Mobilitie, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:35 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 2024 Operating expense sheets**. Ms. Pranata stated that January expenses were normal. However, a \$18,739.71 payment was made for the WTW salary analysis.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Mr. Treepaisan stated that he still sees many past dues. But it looks like different companies. Ms. Pranata stated that some past dues were deleted. However, Ms. Pranata is still waiting for payments for multiple past dues.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on January 24, 2024. Ms. Allen informed the staff per the BPS meeting 1/17/2024 SCJPC is to police item 14X. If number of charges do not match number of poles SCJPC is to return the JPA. Also, if the member who submitted the JPA is not charging the Item 14X SCJPC is to return the JPA as well. Any other discrepancies SCJPC is to return the JPA. Ms. Allen stated she informed the staff that per the BPS meeting 1/17/2024 anchors on the JPA are to verified and match SCJPC pole record. All anchor information must show on the JPA under Record side. Ms. Allen then informed the staff that there are JPAs coming in that seem like they are duplicates; however, one will be from the actual member, and one will be submitted under 18.1F. Billers are to process the first one received per the Routine Handbook. If the first one received is not billable Ms. Allen will then release the second one for billing. SCJPC may have two JPAs with same number within the same bill of sale month and okay to process. One would be a memo and then the second could be a memo or billable. Ms. Allen trained the staff on a few JPAs. The first JPA where the Member is unauthorized attached under Section 4.1. A member is already attached when another member purchases interest. Since that member is already attached unauthorized Section 4.4 is not needed if they are not sharing space on proposed side. Ms. Allen then informed the staff that JPAS must show the word ARM on the record side of the JPA. Ms. Allen reviewed another JPA with the staff on how to update the JPA if the grade and space on record side is incorrect. In past meetings years ago, it was decided that on Section 4.X existing joint poles, excludes Section 4.1, that SCJPC staff only matched pole length and pole class to record. If

grade and space is incorrect, SCJPC staff is to type the correct grade and space on record side in red for proper billing. SCJPC staff is not to return the JPA asking the members to update grade and space on record side. Ms. Allen reminded the staff and shared the example that per the Operating Committee April 20, 2022, that billers are to bill by year set on record if different than JPA. Billers are to type in the year set from SCJPC record in RED above the year set shown on the JPA if different.

Ms. Allen did a training session via email on 2/13/2024. She made two examples to show the difference and explained to the staff since SCJPC staff does not verify treatment on existing joint poles that remain in the field SCJPC staff would leave as record. However, if a JPA comes in with a 100 pole and a member is purchasing under Section 4.0 for the first time a valid treatment would be needed.

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 reported for January 2024 the staff processed 9,781 poles. SCE submitted numerous JPAs in January 2024. Some JPAs had to be held over to February 2024 bill of sale. The staff was working overtime trying to get those SCE JPAs processed.

There were no questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- SCE OT monthly report (paid by SCE)

Ms. Pranata shared the January 2024 BS Productivity without OT report. The return rate for multi-party JPAs (3 parties or more) were pretty high in January 2024 bill of sale. About 88% of the multi-party poles were returned to members. Out of 6,898 poles 6,067 pole were returned via memo, only 831 poles were final billed.

Ms. Pranata then shared the *SCJPC – Overtime Monthly Update*. Ms. Pranata reported for January 2024 bill of sale the staff worked an additional 232 hours on processing SCE joint JPAs.

There were no questions or comments.

SCJPC requesting forecast from member for 2024 year

- Number of poles to be sent to SCJPC monthly
- Number of JPAs to be sent to SCJPC monthly

Ms. Pranata stated she is still waiting on the forecast from the members for the 2024 year. Ms. Pranata added she will be emailing and reminding members to please send their 2024 forecast numbers.

There were no questions or comments.

Billing Errors/Billing Questions (standing agenda)

Ms. Black inquired if there was anything different in January 2024 bill of sale that was different from the normal list of errors. Ms. Allen stated it is basically the same errors. A member purchasing interest under Section 4.3; however, the grade and space shows a 6' safety clearance zone or vice versa. Hundreds of poles had invalid pole length for example, 39' or 42' pole. Many had just random numbers in the pole length field. Since the pole were 100 on record side SCJPC could not verify against a record. Ms. Allen also stated many typos. For example, class on SCJPC record would be 1 and class on the JPA would be H1. The billing could be different and reason why SCJPC would have to return. There was no indicator on the JPA of Section 13.3 and note saying to update class and another reason for return. Ms. Pranata referenced the Member Activity and stated that MCI Metro ATS and Crown Castle had the most returns in January 2024. Ms. Pranata added many members were sending many duplicate JPAs to the office in December 2024.

There were no questions or comments.

Lease Agreement

- Real estate attorney \$425/hr – 2-3 hrs to review
- Action items from last month:
- The Committee to continue to explore the options into subleasing and what to do with the office space
- Possible renter – Pomona Valley Hospital

Ms. Pranata stated that she reached out to the Real Estate Agent asking for an update. The Real Estate Agent is still waiting on the proposal from Pomona Valley Hospital. They said they had been working on an offer over the last two to three weeks ago. Ms. Pranata did not reach out to the Real Estate Attorney to review the agreement. If the committee wants Ms. Pranata to reach out now she could. However, Ms. Pranata was hoping to receive an offer from Pomona Valley Hospital this month.

Ms. Pranata inquired if she could start a plan on closing the office. Ms. Pranata then inquired if the committee would like Ms. Pranata to find a storage unit to store all the historical items in the they don't want to get rid of. Ms. Pranata explained that there are old meeting minutes that are probably too old to scan. Ms. Pranata hopes that Pomona Valley hospital would like to buy the office furniture or the other items. And if not Ms. Pranata plans on selling them. Ms. Pranata also inquired if there no longer is an office could SCJPC use other members' space in Southern California to train new people. For example, a small conference room or any type of room they could rent or allow SCJPC to use. Ms. Pranata is hoping members can help SCJPC out with that space. Mr. Treepaisan stated that is similar to what they did with the NCJPA with the office closure. AT&T California and PG&E offered NCJPA to utilize their space when needed. Mr. Treepaisan thinks it is a good idea and okay with it. Mr. Treepaisan then inquired what other members thought. Mr. Harmon stated from a small owner's perspective it makes a lot of sense. Mr. Harmon is pretty sure a member or two has available office space and sure the committee could make something happen.

Mr. Treepaisan stated it would be a good idea to have a face-to-face meeting at the office before they close it. Mr. Harmon suggested a potluck. Ms. DeBarge inquired if that was really going to be planned. Mr. Treepaisan inquired if Ms. DeBarge was talking about the potluck or Ms. Pranata's exit strategy. Ms. DeBarge stated both. Ms. DeBarge stated she is interested in talking though an exit strategy and really would like to come into the office to see all the members. Mr. Treepaisan stated that going forward perhaps the committee could do a face-to-face meeting once or twice a year at one of the member's facilities. Mr. Treepaisan stated he thinks it would be a good idea. Ms. DeBarge and Ms. Ortiz agreed. Ms. DeBarge stated that the members could think about how does the committee want to go about it because that was a lot to lay on them that day and what the committee would like to do with the memorabilia. Mr. Treepaisan ended by stated that this topic could be discussed further at next month's meeting and Ms. Pranata has the go ahead to start looking into the exit strategy of the SCJPC office.

There were no further questions or comments.

WTW Salary Analysis

- *Completed*
- *Emailed to Operating Committee*
- *Action items from last month:*
- *Mr. Treepaisan to schedule an off-cycle meeting with the committee to discuss the proposed salary tables.*

Mr. Treepaisan stated that the WTW Salary Analysis has been completed. The members did vote on the Operating Budget earlier that day at the Administrative Board meeting. Mr. Treepaisan inquired if members had any questions or if this topic needed further discussion. There was none. Mr. Treepaisan then explained that he incorporated a certain percentage based on the WTW Salary Analysis.

The operating committee unanimously approved the new salary ranges and the adjusted salaries proposed by Mr. Treepaisan. The adjusted salaries are retroactive to January 1, 2024. Mr. Treepaisan stated that he will document the steps he took to calculate the salaries and salaries ranges for future salary reviews.

2024 Proposed Operating Budget

- *Salary line: To incorporate salary analysis from WTW into the 2024 proposed operating budget.*
- *Action items from last month:*
- *Ms. Pranata to send the 2024 Proposed Operating Budget Draft 3 to the Administrative Board members and add this item to the discussion or consent calendar for next month's Administrative Board meeting.*

The 2024 Proposed Operating Budget Draft 3 was approved at the Administrative Board meeting. This item can be closed.

MISC

There were no miscellaneous.

Review of Action Items:

- Mr. Treepaisan to document the salary adjustment steps and calculation for future salary reviews.
- Members to think about what to do with SCJPC's memorabilia.
- Ms. Pranata to start planning on closing the office.

The meeting adjourned at 11:00 a.m. until March 20, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		January 31, 2024			YTD Through January, 31 2024				Annual
					Waiting for 2024 Operating Budget approval by the Admin Board			%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
EMPLOYEE EXPENSE									
Salaries		-	46,999.70	(46,999.70)	-	46,999.70	(46,999.70)	#DIV/0!	0
Regular (Budgeted)	46,999.70	-		-	-	-	-		
				-	-	-	-		
		-	-	-	-	-	-		
Insurance		-	8,105.71	(8,105.71)	-	8,105.71	(8,105.71)	#DIV/0!	0
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)	-			-	-	-	-		
				-	-	-	-		
Payroll Taxes		-	4,624.65	(4,624.65)	-	4,624.65	(4,624.65)	#DIV/0!	0
				-	-	-	-		
Workers Compensation		-	276.83	(276.83)	-	276.83	(276.83)	#DIV/0!	0
Miscellaneous expenses/ Travel mileage reimbursement		-	-	-	-	-	-	#DIV/0!	0
Telecommuting Reimbursement		-	-	-	-	-	-	#DIV/0!	0
				-	-	-	-		
PENSION EXPENSE									
Contribution-SEP IRA		-	4,779.71	(4,779.71)	-	4,779.71	(4,779.71)	#DIV/0!	0
				-	-	-	-		
				-	-	-	-		
MONTHLY RECURRING									
Rent		-	9,985.44	(9,985.44)	-	9,985.44	(9,985.44)	#DIV/0!	0
Alarm System		-	-	-	-	-	-	#DIV/0!	0
Telephone & Internet	Cell, Fax, Internet, Business Voice	-	586.43	(586.43)	-	586.43	(586.43)	#DIV/0!	0
Cisco WebEx Online Meeting		-	69.00	(69.00)	-	69.00	(69.00)	#DIV/0!	0
Postage & Shipping		-	38.40	(38.40)	-	38.40	(38.40)	#DIV/0!	0
Business/Property Insurance	Pro-Rated	-	1,441.80	(1,441.80)	-	1,441.80	(1,441.80)	#DIV/0!	0
				-	-	-	-		
				-	-	-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	-	-	-	-	-	-	#DIV/0!	0
				-	-	-	-		
				-	-	-	-		
				-	-	-	-		

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

OPERATING EXPENSES		January 31, 2024			YTD Through January, 31 2024				Annual
					Waiting for 2024 Operating Budget approval by the Admin Board			%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support			1,180.75	(1,180.75)	-	1,180.75	(1,180.75)	#DIV/0!	0
FRIEND Support			400.00	(400.00)	-	400.00	(400.00)	#DIV/0!	0
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses, Sharefile, Email, Domain		-	1,385.70	(1,385.70)	-	1,385.70	(1,385.70)	#DIV/0!	0
Computer (repair, maintenance, supplies)		-	50.51	(50.51)	-	50.51	(50.51)	#DIV/0!	0
				-		-	-		
PRINTING & SUPPLY									
Office Printing		-	-	-	-	-	-	#DIV/0!	0
Office Supplies		-	-	-	-	-	-	#DIV/0!	0
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Auditor		-	1,080.00	(1,080.00)	-	1,080.00	(1,080.00)	#DIV/0!	0
Attorney*		-	499.00	(499.00)	-	499.00	(499.00)	#DIV/0!	0
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			18,739.71	(18,739.71)		18,739.71	(18,739.71)		
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		-	94.00	(94.00)	-	94.00	(94.00)	#DIV/0!	0
Bank fees/Checks printing	Pro-Rated	-	-	-	-	-	-	#DIV/0!	0
Publications/Subscriptions/Reference	Pro-Rated Docusign	-	111.33	(111.33)	-	111.33	(111.33)	#DIV/0!	0
Seminars, professional development, & tuition		-	-	-	-	-	-	#DIV/0!	0
Team Building	Semi Annual	-	-	-	-	-	-	#DIV/0!	0
Member Retirement plaques		-	-	-	-	-	-	#DIV/0!	0
Scan & shred document		-	-	-	-	-	-	#DIV/0!	0
Total Operating Expenses		-	100,448.67	(100,448.67)	-	100,448.67	(100,448.67)	#DIV/0!	0

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

OPERATING EXPENSES		January 31, 2024			YTD Through January, 31 2024				Annual
					Waiting for 2024 Operating Budget approval by the Admin Board			%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
COMPUTER SYSTEM									
	Software Purchase and SCJPC website (minor) modification	-	-	-	-	-	-	#DIV/0!	-
	FRIEND Pro Purchase*	-	-	-	-	-	-	#DIV/0!	0
	Website Redesign		-			-			
		-	-	-	-	-	-	#DIV/0!	0
EQUIPMENT & FURNITURE									
						-			
	Purchases and leases (including Copy Machine)	-	337.26	(337.26)	-	337.26	(337.26)	#DIV/0!	0
	Hardware Purchase	-	-	-	-	-	-	#DIV/0!	0
			-			-			
LONG TERM LIABILITY CURRENT									
			-			-			
Total Capital Investments & Long Term Liabilities Current		-	337.26	(337.26)	-	337.26	(337.26)	#DIV/0!	0
	Interest Earned/Misc Income		(0.40)			(0.40)			
	TOTAL	-	100,785.53	(100,785.93)	-	100,785.53	(100,785.93)	#DIV/0!	-
	SCE SPECIAL BILLING TOTAL		11,580.71						
	TOTAL WITH SCE OT BILLING		112,366.24			100,785.53			
*Items in blue are assessed equally									
	2/7/2024								

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	Oct 2023	November 30, 2023	1/29/2024	\$ 945.09	21959	LAC	2/13/2024	Emailed: msanchez@motiveis.com & LACJPA@motiveis.com	GV	JT	1/8/2024
AT&T Mobility	Nov 2023	December 31, 2023	2/29/2024	\$ 924.29	21991	LAC		Not 60 days, will email the following month		GV	2/13/2024
City of Burbank	Nov 2023	December 31, 2023	2/29/2024	\$ 1,025.97	21981	B		Not 60 days, will email the following month		GV	2/13/2024
City of Colton	Oct 2023	November 30, 2023	1/29/2024	\$ 898.68	21950	F	2/13/2024	Emailed: aaquilar@coltonca.gov & adunning@coltonca.gov	GV	JT	1/8/2024
City of Colton	Nov 2023	December 31, 2023	2/29/2024	\$ 878.91	21982	F		Not 60 days, will email the following month		GV	2/13/2024
Extenet Systems	Sept 2023	October 31, 2023	12/30/2023	\$ 870.27	21941	EXT	1/8/2024, 2/13/2024	ap@extenetsystems.com; jpadesk@extenetsystems.com	JT, GV	JT	12/12/2023
Extenet Systems	Nov 2023	December 31, 2023	2/29/2024	\$ 828.62	22005	EXT		Not 60 days, will email the following month		GV	2/13/2024
MCI METRO/ATS	Oct 2023	November 30, 2023	1/29/2024	\$ 1,071.47	21960	ATS	2/13/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	JT	1/8/2024
MCI METRO/ATS	Nov 2023	December 31, 2023	2/29/2024	\$ 1,048.38	21992	ATS		Not 60 days, will email the following month		GV	2/13/2024
MCI TELECOMMUNICATIONS	Oct 2023	November 30, 2023	1/29/2024	\$ 884.14	21961	MCI	2/13/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	JT	1/8/2024
MCI TELECOMMUNICATIONS	Nov 2023	December 31, 2023	2/29/2024	\$ 865.24	21993	MCI		Not 60 days, will email the following month		GV	2/13/2024
Sprint-Nextel Corporation	Oct 2023	November 30, 2023	1/29/2024	\$ 862.33	21956	SPR	2/13/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	JT	1/8/2024
Sprint-Nextel Corporation	Nov 2023	December 31, 2023	2/29/2024	\$ 843.38	21988	SPR		Not 60 days, will email the following month		GV	2/13/2024
Teleport Comm. America LLC-TCA	Sept 2023	October 31, 2023	12/30/2023	\$ 1,162.02	21914	TCA	1/8/2024; 2/13/2024	TCAJPA@motiveis.com; ba3817@att.com; jcmckinnev@att.com	JT, GV	JT	12/12/2023
Time Warner Cable-TWN	Sept 2023	October 31, 2023	12/30/2023	\$ 571.44	21936	TWN	1/8/2024, 2/13/2024	Yesenia.Delgado@Charter.com	JT, GV	JT	12/12/2023
Verizon Wireless	Sept 2023	October 31, 2023	12/30/2023	\$ 1,347.32	21913	ATC	1/8/2024; 2/13/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	JT, GV	JT	12/12/2023
Verizon Wireless	Oct 2023	November 30, 2023	1/29/2024	\$ 1,310.51	21945	ATC	2/13/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	GV	JT	1/8/2024
Verizon Wireless	Nov 2023	December 31, 2023	2/29/2024	\$ 1,281.53	21977	ATC		Not 60 days, will email the following month		GV	2/13/2024
XO Communications	Aug 2023	September 30, 2023	11/29/2023	\$ 895.67	21902	NXT	12/12/2023, 1/8/2024, 2/13/2024	matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	JT, GV	JT	11/8/2023
XO Communications	Sept 2023	October 31, 2023	12/30/2023	\$ 931.81	21934	NXT	1/8/2024, 2/13/2024	matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	JT, GV	JT	12/12/2023
XO Communications	Oct 2023	November 30, 2023	1/29/2024	\$ 906.51	21966	NXT	2/13/2024	matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	GV	JT	1/8/2024
XO Communications	Nov 2023	December 31, 2023	2/29/2024	\$ 887.11	21998	NXT		Not 60 days, will email the following month		GV	2/13/2024

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

TOTAL

\$ 21,240.69

-  = 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 2023 - JAN 2024**

		MBR CODE	2023 FEB	2023 MAR	2023 APR	2023 MAY	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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		1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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		1	11	100%	H / T	11
5	Time-Warner	TWC	1	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		1	11	100%	B	11
7	City of Vernon	V	1	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		1	11	100%	AMT	11
9	MCI/Metro	ATS	1	1	1	1	1	1	1	1	1	1		1	11	100%	ATS	11
10	MCI Communications	MCI	1	1	1	1	1	1	1	1	1	1		1	11	100%	MCI	11
11	Mobilite LLC	MOB	1	1	1	1	1	1	1	1	1	1		1	11	100%	MOB	11
12	Sprint Communications	FON	1	1	1	1	1	1	1	1	1	1		1	11	100%	FON	11
13	Sprint-Nextel	SPR	1	1	1	1	1	1	1	1	1	1		1	11	100%	SPR	11
14	City of Lompoc	LLW	1	1	1	1	1	1	1	1	1	1		1	11	100%	LLW	11
15	City of Anaheim	D	1	1	1	1	1	1	1	1	1	1		1	11	100%	D	11
16	ExteNet Systems	EXT	1	1	1	1	1	1	1	1	1	1		1	11	100%	EXT	11
17	City of Pasadena	MP	1	1	1	1	1	1	1	1	1	1		1	11	100%	MP	11
18	Bear Valley Electric	BVE	1	1	1	1	1	1	1	1	1	1		0	10	91%	BVE	11
19	City of Banning	COB	1	1	1	1	0	1	1	1	1	1		1	10	91%	COB	11
20	XO Communications	NXT	1	0	1	1	1	1	1	1	1	1		1	10	91%	NXT	11
21	City of Los Angeles	M	1	1	1	1	1	1	1	0	1	1		1	10	91%	M	11
22	T-Mobile, USA	PBM	1	1	1	1	1	1	0	1	1	1		1	10	91%	PBM	11
23	City of Riverside	J	1	1	1	1	1	0	1	1	1	1		1	10	91%	J	11
24	City of Glendale	A	1	1	1	1	1	1	1	0	1	1		0	9	82%	A	11
25	Sonic Telecom, LLC	STL	1	1	0	1	1	1	1	1	1	0		1	9	82%	STL	11
26	AT&T Mobility	LAC	1	0	1	1	1	0	1	1	1	1		1	9	82%	LAC	11
27	City of Azusa	MA	1	1	1	1	0	1	1	0	1	1		1	9	82%	MA	11
28	City of Colton	F	1	1	1	1	1	0	1	0	1	1		1	9	82%	F	11
29	Mpower/TelePacific	ICG	1	1	0	1	1	1	1	0	1	0		1	8	73%	ICG	11
30	Teleport Comm America	TCA	1	1	1	1	0	1	0	0	1	1		1	8	73%	TCA	11
31	Verizon Wireless	ATC	1	0	1	0	1	1	1	0	0	1		1	7	64%	ATC	11
	Total		31	28	29	30	28	28	29	24	30	29	0	29	Total			

Member	ATS	B	BVE	E	FTR	H/T	M	MCI	NG	TWC	Totals	YTD
Joint JPAs Billed			1	667	1				12		681	681
% of Joint JPAs Billed	0.000	0.000	0.001	0.979	0.001	0.000	0.000	0.000	0.018	0.000	1.00	
Joint JPAs Returned		2		93			1		32		128	128
Total Joint JPAs Processed	0	2	1	760	1	0	1	0	44	0	809	
Section 18.1F JPAs included in above					1						1	
Multi JPAs Billed	1			82		7			90		180	180
% of Multi JPAs Billed	0.006	0.000	0.000	0.456	0.000	0.039	0.000	0.000	0.500	0.000	1.00	
Multi JPAs Returned	99			54		5		2	367	2	529	529
Total Multi JPAs Processed	100	0	0	136	0	12	0	2	457	2	709	709
Section 18.1F JPAs included in above	3					12			15	2	32	
Total # JPAs Billed	1	0	1	749	1	7	0	0	102	0	861	861
% of JPAs Billed	0.001	0.000	0.001	0.870	0.001	0.008	0.000	0.000	0.118	0.000	1.00	
# of JPAs Returned											657	657
Total JPAs Processed	100	2	1	896	1	12	1	2	501	2	1518	1518
% of JPAs Billed											56.72%	
% of JPAs returned											43.28%	
Member	ATS	B	BVE	E	FTR	H/T	M	MCI	NG	TWC	Totals	
Poles Billed (Joint JPAs)			4	1963	17				27		2011	2011
Poles Returned (joint)		36		661			2		173		872	872
Poles Billed (Multi JPAs)	10			313		62			446		831	831
Poles Returned (multi)	2096			461		46		39	3415	10	6067	6067
Total # Poles Billed (Joint & Multi combined)	10	0	4	2276	17	62	0	0	473	0	2842	2842
% of Total Poles Billed (Joint & Multi combined)	0.004	0.000	0.001	0.801	0.006	0.022	0.000	0.000	0.166	0.000	1.00	
# of Poles Returned											6939	6939
Total Poles Processed	2106	36	4	3398	17	108	2	39	4061	10	9781	9781
% of Poles Billed											29.06%	
% of Poles returned											70.94%	
RETURN RATE # OF JPAS	99%	100%	0%	16%	0%	42%	100%	100%	80%	100%		
RETURN RATE # OF POLES	100%	100%	0%	33%	0%	43%	100%	100%	88%	100%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	435	618	1053
HELD OVER POLES	3805	5178	8983

Actual JPAs/poles received from 12/6/2023 - 1/5/2024 (January 2024 Bill of Sale):		
	JPAS	POLES
SCE	1213	5727
OTHER MEMBERS	255	2949

Average poles/JPA in 2023	6.44
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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	1	6
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	9	34
SCE FORM 7 DO NOT BILL	1	6
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
16	16
1655	1655

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
770	770
2138	2138
852	852
2725	2725

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Mar-2020	1813	1971	48%	52%	122	1863	6%	94%	5769	34%	66%	1935		PAPER-COVID (CLOSED EARLY)
Apr-2020	2099	699	75%	25%	1068	2016	35%	65%	5882	52%	46%	3167		COVID (HALF PAPER-HALF ELECTRONIC)
May-2020	1589	2346	40%	60%	571	1403	29%	71%	5909	33%	63%	2160	636	FULL ELECTRONIC
Jun-2020	2201	3278	40%	60%	258	1210	18%	82%	6947	21%	65%	2459	822	ELECTRONIC
Jul-2020	2034	2707	43%	57%	201	2007	9%	91%	6949	32%	68%	2235	938	ELECTRONIC
Aug-2020	717	3499	17%	83%	188	3377	5%	95%	7781	46%	88%	905	388	ELECTRONIC
Sep-2020	2541	6238	29%	71%	134	2148	6%	94%	11061	21%	76%	2675	1149	ELECTRONIC (high return rate of F48 Violation)
Oct-2020	3658	3446	51%	49%	352	2692	12%	88%	10148	30%	60%	4010	999	ELECTRONIC (Steel Stubbed JPAs & Corrections of Records INSP JPAs)
Nov-2020	3036	2386	56%	44%	486	2238	18%	82%	8146	33%	57%	3522	1094	ELECTRONIC
Dec-2020	2354	2587	48%	52%	487	2330	17%	83%	7758	36%	63%	2841	918	ELECTRONIC
Jan-2021	3051	1692	64%	36%	282	1086	21%	79%	6111	22%	45%	3333	1239	ELECTRONIC
Feb-2021	2330	2086	53%	47%	502	3495	13%	87%	8413	48%	66%	2832	904	ELECTRONIC
Mar-2021	2644	1956	57%	43%	958	2480	28%	72%	8038	43%	55%	3602	1103	ELECTRONIC
Apr-2021	2714	3062	47%	53%	704	3238	18%	82%	9718	41%	65%	3418	910	ELECTRONIC
May-2021	2212	2853	44%	56%	847	3363	20%	80%	9275	45%	67%	3059	774	ELECTRONIC
Jun-2021	3188	2328	58%	42%	692	3257	18%	82%	9465	42%	59%	3880	980	ELECTRONIC
Jul-2021	2432	3469	41%	59%	808	6109	12%	88%	12818	54%	75%	3240	662	ELECTRONIC (note: unusually high return rate 75%)
Aug-2021	2502	1719	59%	41%	394	5890	6%	94%	10505	60%	72%	2896	1033	ELECTRONIC (note: 72% return rate)
Sep-2021	3196	1596	67%	33%	1018	4049	20%	80%	9859	51%	57%	4214	1327	ELECTRONIC (highest)
Oct-2021	2729	820	77%	23%	559	4688	11%	89%	8796	60%	63%	3288	1181	ELECTRONIC
Nov-2021	2580	1144	69%	31%	734	3523	17%	83%	7981	53%	58%	3314	975	ELECTRONIC
Dec-2021	1714	1650	51%	49%	1277	3933	25%	75%	8574	61%	65%	2991	743	ELECTRONIC
Jan-2022	1563	1675	48%	52%	841	4188	17%	83%	8267	61%	71%	2404	545	ELECTRONIC
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAS)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAS)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAS)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAS)
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAs than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAs than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAs than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	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	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	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	Electronic
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	Electronic, multi JPAs (3+ parties) high return rate
Jan-2024			#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!	0	#DIV/0!	#DIV/0!	0		

12-month average processed poles

12-month average BILLED poles

8667.25

3726.58

Poles processed average per month September 2022 to December 2023 (see exclusion below)

Poles BILLED average per month September 2022 to December 2023 (see exclusion below)

Exclude Nov 2022, Dec 2022, Jan 2023, Feb 2023

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Totals	8701	2299	11000	2486	273	2759	907.50						

Average

12.29

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	111	59	170	19	4	23	17.50						

Total 2P+3P hours

925.00

Grand total in 2023 & 2024

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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March 20, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:30 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. April DeBarge	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Chelsea Martin	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Robert Jystad	Crown Castle NG West Inc.
Mr. Jeremy Effinger	Crown Castle NG West Inc
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
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Alyssa Aguiar	City of Colton
Ms. Ariel Dunning	City of Colton
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, Mr. Treepaisan called the meeting to order at 9:30 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 **February 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Mr. Treepaisan stated that it seems like it is always a full page of delinquencies these days. Ms. Pranata stated that she received a payment from Verizon Wireless that Monday before the meeting; however, Ms. Pranata did not have time to update the Accounts Receivable spreadsheet.

There were no questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on February 27, 2024. Ms. Allen updated the instructions and made an example for the staff for the ATC to ATS transfer of ownership. Ms. Allen informed the staff that if the SCJPC pole record does not have pole class that the pole on the JPA may not show pole class as well. The billers are not to return for this reason. Ms. Allen added she kept the instructions consistent with SPR to NG transfer. Ms. Allen then went over pulling of a JPA procedure with the staff and who to contact at what companies. She updated the instructions with these changes. Ms. Allen created an example and explained to the staff how to bill Section 4.2 with salvage for a multi-party pole. Per the Routine Handbook the purchase takes place first prior to the relinquishment. The relinquishing member can sell or relinquish their space. For example, if the relinquished member has four feet on record, they can sell some feet and/or they could relinquish the remaining feet to the base owner. Ms. Allen explained how to figure out the salvage on a multi-party pole as well. Again, the purchase comes before the relinquishment. Ms. Allen then reviewed with the staff two examples she made on DF treatment poles. If the pole is 100 going to be a joint pole DF is not a valid treatment of a pole per the Routine Handbook. JPA must be returned requesting valid treatment. Ms. Allen then explained on an existing joint pole if DF is listed it is ok to accept and continue to process the JPA. It was agreed upon in the past on existing joint poles billers do not verify or match treatment to SCJPC pole record. Billers are to leave the treatment as is on the SCJPC pole record and do not return for this reason. Ms. Allen reviewed with the staff another two examples on Section 4.X (excludes Section 4.1) on how to process the JPA with invalid grade and

space on record side. Since it was agreed upon in the past that billers do not verify grade and space on record side for Section 4.X (excludes Section 4.1) billers would type in red the correct grade and space on the JPA on record side from the SCJPC pole record and continue to process the JPA. The recorded grade and space would be needed for correct billing. Billers are not to return for invalid grade and space on record side. Again, SCJPC needs the grade and space on the JPA to match the SCJPC pole record for proper billing. Ms. Allen informed the staff that she reviewed 239 billing examples and separated them into subfolders/categories making it easier for billers to search/find. Doing so Ms. Allen updated the billing example for Section 7.3 showing PTS after 15 years. Ms. Allen also updated Section 7.3 PTS under 15 years. All other examples were still valid. Lastly, Ms. Allen reminded the billers that Section 7.14 is not needed with Section 7.13 and that Section 7.14 is not required when the old pole and new pole are both other than wood. For example, the old pole is CM and new pole is CM.

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 reported for February 2024 the staff processed a total of 8,165 poles. Some JPAs had to be held over. However, the staff is working overtime to work on Edison JPAs.

There were no questions or comments.

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

SCJPC Office updates:

- *Office productivity without OT*
- *SCE OT monthly report (paid by SCE)*

Ms. Pranata shared the February 2024 BS Productivity without OT report. Ms. Pranata reported many joint JPAs were completely processed with a billing rate of 73%. This means the members are submitting JPAs with less errors. The staff processed over 5,000 multi poles. A total of 798 JPAs 3,119 poles were billed.

Ms. Pranata reported it was an average month; however, one of the staff went on unplanned medical leave that started February 23, 2024, and will not return until May 1, 2024.

Ms. Pranata then stated that she and Ms. Allen interviewed four candidates for the Administrative Aide position, and they have selected someone from the four. The new person will start Monday, March 25, 2024. Ms. Hernandez will be her main trainer full-time. The office productivity may be less than usual starting April 2024 bill of sale. But once the new Administrative Aide is fully trained the office productivity should be higher. If all goes smoothly the members should see an increase in the SCJPC productivity in three to four months from now.

There were no questions or comments.

SCJPC requesting forecast from member for 2024 year

- *Number of poles to be sent to SCJPC monthly*
- *Number of JPAs to be sent to SCJPC monthly*

Ms. Pranata stated she is still waiting on the forecast from some of the members for the 2024 year. Ms. Pranata added she will be emailing those members that haven't submitted their numbers reminding them to please send their 2024 forecast numbers. There were no questions or comments.

Billing Errors/Billing Questions (standing agenda)

There were none.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renter – Pomona Valley Hospital*

Ms. Pranata stated that she did not have time to create a plan to close the office because Ms. Pranata had to meet with the new website developer, had to coordinate new laptops, and had a couple of meetings with the SCJPC IT regarding ShareFile to SharePoint. Ms. Pranata hopes to have a closing plan created for the next meeting.

Ms. Pranata then stated that she had not heard from Pomona Valley Hospital or the Real Estate Agent and was unsure what to do next. Mr. Bacon inquired does SCJPC have a window to get out of the contract. Ms. Pranata stated that based on the last free consultation with the attorney, SCJPC cannot get out of the contract and must pay the full amount of rent. Ms. Pranata is hoping that Pomona Valley Hospital will rent the space. Which would be the best option. However, Ms. Pranata reiterated she has not heard from Pomona Valley Hospital even though the Real Estate Agent said they would submit an offer. Ms. DeBarge inquired how long does SCJPC has to pay until. Ms. Pranata stated three years from now. In the meantime, Ms. Pranata continued, that the Real Estate Agent is showing SCJPC's space to possible renters. Mr. Bacon inquired if the fate for the office closing depends on whether SCJPC can find another renter for the space. Ms. Pranata stated yes. Ms. Laffoon inquired if it would be a sub tendency and if SCJPC would still be liable under the existing lease or would the new tenant take over the current lease. Ms. Pranata explained that the new tenant would take over the current lease. The agreement would be a three-way agreement and SCJPC's name would no longer be on the lease. Mr. Bacon inquired if the office is currently being used. Ms. Pranata stated that it is very rare that the office is used. However, sometimes the office is being used for in-person training. But only two desks are needed and not the whole office. Ms. DeBarge inquired if perhaps in May or June to have an optional in-person meeting at the SCJPC office and have a potluck lunch. The members liked the idea. Ms. Pranata stated she will put the dates on the calendar for May or June

and will see what date the committee would like to meet at the office. Ms. Pranata suggested to bring up at the next Administrative Board meeting as well.

There were no further questions or comments.

MISC

There were no miscellaneous.

Review of Action Items:

- Members to further explore subleasing the office space.

The meeting adjourned at 9:46 a.m. until April 17, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		February 29, 2024			YTD Through February, 29 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
	Details							Variance	Budget
EMPLOYEE EXPENSE									
Salaries		77,907	47,641.40	30,265.68	155,814	94,641.10	61,173.06	39%	934,884.98
Regular (Budgeted)	47,641.40	-		-	-	-	-		
				-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,105.71	1,060.96	18,333	16,211.42	2,121.91	12%	110,000.00
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)	-			-	-	-	-		
				-	-	-	-		
Payroll Taxes		6,233	3,546.20	2,686.37	12,465	8,170.85	4,294.28	34%	74,790.80
				-	-	-	-		
Workers Compensation		383	276.83	106.50	767	553.66	213.01	28%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	53.60	(32.77)	42	53.60	(11.93)	-29%	250.00
Telecommuting Reimbursement		-	-	-	-	-	-	#DIV/0!	0.00
PENSION EXPENSE									
Contribution-SEP IRA		7,214	4,779.70	2,434.35	14,428	9,559.41	4,868.69	34%	86,568.61
				-	-	-	-		
				-	-	-	-		
MONTHLY RECURRING									
Rent		10,136	9,985.44	150.36	20,272	19,970.88	300.72	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	117	-	116.67	100%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	548.18	13.82	1,124	1,134.61	(10.61)	-1%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	138	138.00	-	0%	828.00
Postage & Shipping		17	-	16.67	33	38.40	(5.07)	-15%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	350	1,441.80	(1,091.80)	-312%	2,100.00
				-	-	-	-		
EQUIPMENT & FURNITURE									
				-	-	-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	17	-	16.67	100%	100.00
				-	-	-	-		
				-	-	-	-		
				-	-	-	-		

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

OPERATING EXPENSES		February 29, 2024			YTD Through February, 29 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
Details								Variance	Budget
NETWORK SYSTEM				-		-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license			1,170.25	(1,170.25)	3,233	2,351.00	882.33	0	19,400.00
FRIEND Support			400.00	(400.00)	800	800.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	3,267	2,766.83	499.84	15%	19,600.00
Computer (repair, maintenance, supplies)		141	134.68	6.15	282	185.19	96.48	34%	1,690.00
				-		-	-		
PRINTING & SUPPLY				-		-	-		
Office Printing		8	-	8.33	17	-	16.67	100%	100.00
Office Supplies		51	-	50.83	102	-	101.67	100%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES				-		-	-		
CPA/Yearly Financial Review		417	-	416.67	833	1,080.00	(246.67)	-30%	5,000.00
Attorney*		500	499.00	1.00	1,000	998.00	2.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71	(18,739.71)		
				-		-	-		
GENERAL EXPENSE				-		-	-		
Payroll Service Fees		115	94.00	21.00	230	188.00	42.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	17	-	16.67	100%	100.00
Publications/Subscriptions/Reference (DocuSign)	Pro-Rated DocuSign	21	-	20.83	42	111.33	(69.66)	-167%	250.00
Seminars, professional development, & tuition		117	-	116.67	233	-	233.33	100%	1,400.00
Team Building	Semi Annual	63	-	62.50	125	-	125.00	100%	750.00
Member Retirement plaques		42	-	41.67	83	-	83.33	100%	500.00
Scan & shred confidential document		50	-	50.00	100	-	100.00	100%	600.00
Total Operating Expenses		115,114.67	78,685.12	36,429.55	234,262.67	179,133.79	55,028.88	23%	1,405,575.99

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

OPERATING EXPENSES		February 29, 2024			YTD Through February, 29 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
	Details							Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		151	-	150.83	302	-	301.67	100%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	5,625	-	5,625.00	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT		-			-			40,000.00
		-	-	-	-	-	-	#DIV/0!	0.00
<u>EQUIPMENT & FURNITURE</u>						-			
Purchases and leases (including Copy Machine)		371	324.18	46.65	742	661.44	80.23	11%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	2,500	-	2,500.00	100%	15,000.00
				-		-	-		
<u>LONG TERM LIABILITY CURRENT</u>				-		-	-		
Total Capital Investments & Long Term Liabilities Current		4,584.17	324.18	4,259.99	9,168.33	661.44	8,506.89	93%	95,010.00
Interest Earned/Misc Income			(0.38)			(0.78)			
						-			
						-			
TOTAL		119,698.83	79,008.92	40,689.53	243,431.00	179,794.45	63,535.77	26%	1,500,585.99
SCE SPECIAL BILLING TOTAL			10,046.51			21,627.22			
TOTAL WITH SCE OT BILLING			89,055.43			201,421.67			
*Items in blue are assessed equally									
3/7/2024									

Delinquent Accounts
As of 3/14/2024

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	Oct 2023	November 30, 2023	1/29/2024	\$ 945.09	21959	LAC	2/13/2024, 3/12/2024	Emailed: msanchez@motiveis.com & LACJPA@motiveis.com	GV	JT 1/8/2024
AT&T Mobility	Dec 2023	January 31, 2024	3/31/2024	\$ 1,257.90	22023	LAC		Not 60 days, will email the following month		GV 3/12/2024
City of Burbank	Nov 2023	December 31, 2023	2/29/2024	\$ 1,025.97	21981	B	3/12/2024	Emailed: jointpole@burbankca.gov	GV	GV 2/13/2024
City of Colton	Oct 2023	November 30, 2023	1/29/2024	\$ 898.68	21950	F	2/13/2024, 3/12/2024	Emailed: aaquilar@coltonca.gov & adunnino@coltonca.gov	GV	JT 1/8/2024
City of Colton	Nov 2023	December 31, 2023	2/29/2024	\$ 878.91	21982	F	3/12/2024	Emailed: aaquilar@coltonca.gov & adunnino@coltonca.gov	GV	GV 2/13/2024
Extenet Systems	Sept 2023	October 31, 2023	12/30/2023	\$ 870.27	21941	EXT	1/8/2024, 2/13/2024; 3/12/2024	Emailed: ap@extenetsystems.com; jpadesk@extenetsystems.com	JT,GV	JT 12/12/2023
Extenet Systems	Nov 2023	December 31, 2023	2/29/2024	\$ 828.62	22005	EXT	3/12/2024	Emailed: ap@extenetsystems.com; jpadesk@extenetsystems.com	GV	GV 2/13/2024
Extenet Systems	Dec 2023	January 31, 2024	3/31/2024	\$ 1,127.09	22037	EXT		Not 60 days, will email the following month		GV 3/12/2024
MCI METRO/ATS	Oct 2023	November 30, 2023	1/29/2024	\$ 1,071.47	21960	ATS	2/13/2024; 3/12/2024	Emailed: matthew.j.miller@verizon.com & MCI ATS JPA@motiveis.com	GV	JT 1/8/2024
MCI METRO/ATS	Nov 2023	December 31, 2023	2/29/2024	\$ 1,048.38	21992	ATS	3/12/2024	Emailed: matthew.j.miller@verizon.com & MCI ATS JPA@motiveis.com	GV	GV 2/13/2024
MCI METRO/ATS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,431.32	22024	ATS		Not 60 days, will email the following month		GV 3/12/2024
MCI TELECOMMUNICATIONS	Oct 2023	November 30, 2023	1/29/2024	\$ 884.14	21961	MCI	2/13/2024; 3/12/2024	Emailed: matthew.j.miller@verizon.com & MCI ATS JPA@motiveis.com	GV	JT 1/8/2024
MCI TELECOMMUNICATIONS	Nov 2023	December 31, 2023	2/29/2024	\$ 865.24	21993	MCI	3/12/2024	Emailed: matthew.j.miller@verizon.com & MCI ATS JPA@motiveis.com	GV	GV 2/13/2024
MCI TELECOMMUNICATIONS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,177.92	22025	MCI		Not 60 days, will email the following month		GV 3/12/2024
Sprint-Nextel Corporation	Oct 2023	November 30, 2023	1/29/2024	\$ 862.33	21956	SPR	2/13/2024; 3/12/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	JT 1/8/2024
Sprint-Nextel Corporation	Nov 2023	December 31, 2023	2/29/2024	\$ 843.38	21988	SPR	3/12/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	GV 2/13/2024
Sprint-Nextel Corporation	Dec 2023	January 31, 2024	3/31/2024	\$ 1,147.27	22020	SPR		Not 60 days, will email the following month		GV 3/12/2024
Time Warner Cable-TWN	Sept 2023	October 31, 2023	12/30/2023	\$ 571.44	21936	TWN	1/8/2024, 2/13/2024, 3/12/2024	Emailed: Yesenia.Delgado@Charter.com	JT,GV	JT 12/12/2023
Verizon Wireless	Sept 2023	October 31, 2023	12/30/2023	\$ 1,347.32	21913	ATC	1/8/2024; 2/13/2024; 3/12/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	JT,GV	JT 12/12/2023
Verizon Wireless	Oct 2023	November 30, 2023	1/29/2024	\$ 1,310.51	21945	ATC	2/13/2024; 3/12/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	GV	JT 1/8/2024
Verizon Wireless	Nov 2023	December 31, 2023	2/29/2024	\$ 1,281.53	21977	ATC	3/12/2024	Emailed to marco.murillo@verizonwireless.com; ATCJPA@motiveis.com; JHarmon@motiveis.com	GV	GV 2/13/2024
Verizon Wireless	Dec 2023	January 31, 2024	3/31/2024	\$ 1,746.47	22009	ATC		Not 60 days, will email the following month		GV 3/12/2024
XO Communications	Oct 2023	November 30, 2023	1/29/2024	\$ 906.51	21966	NXT	2/13/2024; 3/12/2024	Emailed: matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	GV	JT 1/8/2024
XO Communications	Nov 2023	December 31, 2023	2/29/2024	\$ 887.11	21998	NXT	3/12/2024	Emailed: matthew.j.miller@verizon.com; mortiz@motiveis.com; NXTJPA@motiveis.com	GV	GV 2/13/2024
XO Communications	Dec 2023	January 31, 2024	3/31/2024	\$ 1,207.07	22030	NXT		Not 60 days, will email the following month		GV 3/12/2024

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

TOTAL \$ 26,421.94

-  = 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
MAR 2023 - FEB 2024**

		MBR CODE	2023 MAR	2023 APR	2023 MAY	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	MCI/Metro	ATS	1	1	1	1	1	1	1	1	1		1	1	11	100%	ATS	11
10	MCI Communications	MCI	1	1	1	1	1	1	1	1	1		1	1	11	100%	MCI	11
11	Mobilite LLC	MOB	1	1	1	1	1	1	1	1	1		1	1	11	100%	MOB	11
12	Sprint Communications	FON	1	1	1	1	1	1	1	1	1		1	1	11	100%	FON	11
13	Sprint-Nextel	SPR	1	1	1	1	1	1	1	1	1		1	1	11	100%	SPR	11
14	City of Lompoc	LLW	1	1	1	1	1	1	1	1	1		1	1	11	100%	LLW	11
15	City of Anaheim	D	1	1	1	1	1	1	1	1	1		1	1	11	100%	D	11
16	ExteNet Systems	EXT	1	1	1	1	1	1	1	1	1		1	1	11	100%	EXT	11
17	City of Pasadena	MP	1	1	1	1	1	1	1	1	1		1	1	11	100%	MP	11
18	Bear Valley Electric	BVE	1	1	1	1	1	1	1	1	1		0	1	10	91%	BVE	11
19	City of Banning	COB	1	1	1	0	1	1	1	1	1		1	1	10	91%	COB	11
20	XO Communications	NXT	0	1	1	1	1	1	1	1	1		1	1	10	91%	NXT	11
21	City of Los Angeles	M	1	1	1	1	1	1	0	1	1		1	1	10	91%	M	11
22	T-Mobile, USA	PBM	1	1	1	1	1	0	1	1	1		1	1	10	91%	PBM	11
23	City of Riverside	J	1	1	1	1	0	1	1	1	1		1	1	10	91%	J	11
24	City of Glendale	A	1	1	1	1	1	1	0	1	1		0	1	9	82%	A	11
25	Sonic Telecom, LLC	STL	1	0	1	1	1	1	1	1	0		1	1	9	82%	STL	11
26	AT&T Mobility	LAC	0	1	1	1	0	1	1	1	1		1	1	9	82%	LAC	11
27	City of Azusa	MA	1	1	1	0	1	1	0	1	1		1	1	9	82%	MA	11
28	City of Colton	F	1	1	1	1	0	1	0	1	1		1	0	8	73%	F	11
29	Mpower/TelePacific	ICG	1	0	1	1	1	1	0	1	0		1	1	8	73%	ICG	11
30	Teleport Comm America	TCA	1	1	1	0	1	0	0	1	1		1	1	8	73%	TCA	11
31	Verizon Wireless	ATC	0	1	0	1	1	1	0	0	1		1	1	7	64%	ATC	11
	Total		28	29	30	28	28	29	24	30	29	0	29	30	Total			

Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	M	MCI	NG	NXT	TWC	Totals	YTD
Joint JPAs Billed				1	622		1	14			11			649	1330
% of Joint JPAs Billed	0.000	0.000	0.000	0.002	0.958	0.000	0.002	0.022	0.000	0.000	0.017	0.000	0.000	1.00	
Joint JPAs Returned				1	67			3	16		16			103	231
Total Joint JPAs Processed	0	0	0	2	689	0	1	17	16	0	27	0	0	752	
Section 18.1F JPAs included in above							1	15						16	
Multi JPAs Billed		2			54	3	2	17			71			149	329
% of Multi JPAs Billed	0.000	0.013	0.000	0.000	0.362	0.020	0.013	0.114	0.000	0.000	0.477	0.000	0.000	1.00	
Multi JPAs Returned	2	6	1		38	6	1	16	7	7	339	2	2	427	956
Total Multi JPAs Processed	2	8	1	0	92	9	3	33	7	7	410	2	2	576	1285
Section 18.1F JPAs included in above	2	6	1			6	3	30		4	23	2	1	78	
Total # JPAs Billed	0	2	0	1	676	3	3	31	0	0	82	0	0	798	1659
% of JPAs Billed	0.000	0.003	0.000	0.001	0.847	0.004	0.004	0.039	0.000	0.000	0.103	0.000	0.000	1.00	
# of JPAs Returned														530	1187
Total JPAs Processed	2	8	1	2	781	9	4	50	23	7	437	2	2	1328	2846
% of JPAs Billed														60.09%	
% of JPAs returned														39.91%	
Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	M	MCI	NG	NXT	TWC	Totals	
Poles Billed (Joint JPAs)			8		1883		14	34			17			1956	3967
Poles Returned (joint)				2	550			24	58		82			716	1588
Poles Billed (Multi JPAs)		39			207	45	22	420			430			1163	1994
Poles Returned (multi)	18	100	10		255	79	29	344	37	120	3273	34	31	4330	10397
Total # Poles Billed (Joint & Multi combined)	0	39	8	0	2090	45	36	454	0	0	447	0	0	3119	5961
% of Total Poles Billed (Joint & Multi combined)	0.000	0.013	0.003	0.000	0.670	0.014	0.012	0.146	0.000	0.000	0.143	0.000	0.000	1.00	
# of Poles Returned														5046	11985
Total Poles Processed	18	139	18	2	2895	124	65	822	95	120	3802	34	31	8165	17946
% of Poles Billed														38.20%	
% of Poles returned														61.80%	
RETURN RATE # OF JPAS	100%	75%	100%	50%	13%	67%	25%	38%	100%	100%	81%	100%	100%		
RETURN RATE # OF POLES	100%	72%	56%	100%	28%	64%	45%	45%	100%	100%	88%	100%	100%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	612	586	1198
HELD OVER POLES	3910	5153	9063

Actual JPAs/poles received from 1/6/2024 - 2/5/2024 (February 2024 Bill of Sale):		
	JPAS	POLES
SCE	1721	6692
OTHER MEMBERS	421	3707

Average poles/JPA in 2023	6.31
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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	0	0
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	4	26
SCE FORM 7 DO NOT BILL	4	59
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
15	31
732	2387

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
601	1371
1738	3876
665	1517
2110	4835

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAS)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAS)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAS)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAS)
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAs than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAs than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAs than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	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	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	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	Electronic
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	Electronic, multi JPAs (3+ parties) high return rate
Feb-2024	1956	716	73%	27%	1163	4330	21%	79%	8165	67%	62%	3119	798	Average month, one holiday

12-month average processed poles
12-month average BILLED poles

8593.08
3726.25

Poles processed average per month September 2022 to December 2023 (see exclusion below)
Poles BILLED average per month September 2022 to December 2023 (see exclusion below)
Exclude Nov 2022, Dec 2022, Jan 2023, Feb 2023

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Feb-24	1569	240	1809	549	41	590	160.44		11.28	86.73%	13.27%	93.05%	6.95%
Totals	10270	2539	12809	3035	314	3349	1067.94						

Average 12.29

Average billing joint (2 owners) poles/hour goal:	12.10
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*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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Feb-24	169	132	301	52	23	75	33.06		9.10	56.15%	43.85%	69.33%	30.67%
Totals	280	191	471	71	27	98	50.56						

Total 2P+3P hours 1118.50 Grand total in 2023 & 2024

Southern California Joint Pole Committee

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

April 17, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:46 a.m., via teleconference:

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Ms. Kay Black	AT&T California
Mr. Veronica Romero	AT&T California
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. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Mr. Arturo Garcia	City of Glendale
Ms. Maria Ortiz	MCI Metro ATS/MCI Telecommunications
	XO Communications
Mr. Michael Truong	City of Burbank
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Dianell Caamano	AT&T Mobility
Ms. Alyssa Aguiar	City of Colton
Ms. Ariel Dunning	City of Colton
Mr. Ben Coffey	City of Banning
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. Tamara Zaki	Boldyn Networks US LLC
Ms. Maggie Howell	ATC-Outdoor DAS, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:46 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 **March 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata reported that she sent out a Notice of Default letter to Sprint Nextel (SPR), AT&T Mobility (LAC), MCI Metro (ATS), MCI Telecommunications (MCI), XO Communications (NXT), City of Colton (F), and Extenet System (EXT). If payment is not received by June 12, 2024, their membership is subject to termination. Mr. Treepaisan inquired if a member gets terminated, do they have to go through the whole membership process again or is it more streamlined. Ms. Pranata is unsure since it has never happened before. However, Ms. Pranata is hoping they could become a Restricted Member and unable to submit work to SCJPC or participate in SCJPC meetings. Mr. Treepaisan stated that sounds like a good option and hopes it does not get to that point.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

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

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 reported for March 2024 the staff processed a total of 6,095 poles. The productivity was lower due to one staff member on medical leave, who will be back May 6, 2024, a second staff member was on vacation for two weeks, and a third staff member was training a new administrative aide.

There were no questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- SCE OT monthly report (paid by SCE)

Ms. Pranata reported overtime was worked in March 2024 bill of sale. The staff spent 211 hours processing joint JPAs and 70.25 hours processing JPAs that have

three owners on overtime. A total of 281.25 additional hours processing JPAs on overtime was spent on Edison JPAs.

There were no questions or comments.

SCJPC requesting forecast from member for 2024 year

- *Number of poles to be sent to SCJPC monthly*
- *Number of JPAs to be sent to SCJPC monthly*

Ms. Pranata stated she is still waiting on the forecast from some of the members for the 2024 year. However, she shared the *2024 Forecast from All Members* of what she had so far. Ms. Pranata stated that it looks like members will be submitted 34,552 poles a month. If that number is accurate the office would have to hire more staff. Mr. Treepaisan inquired if the 2024 Forecast is coming in higher than the expected baseline productivity of the office. Ms. Pranata replied yes, and then stated the 2024 Forecast is based on members' responses. Ms. Pranata added the office has not seen the numbers yet; however, she is guessing they are going to start coming in. Mr. Bacon stated to members that have not submitted their 2024 forecast to please submit to Ms. Pranata ASAP. This is important regarding personnel and everything else. Mr. Treepaisan stated that he will have his forecast to Ms. Pranata that Friday after the meeting. Ms. McLean inquired if Extenet Systems was good or do they need to have another conversation. Ms. Pranata asked for the numbers again. Ms. McLean stated 20 JPAs and guesstimate the poles at 500 a month. Ms. Black stated that some of the member's forecasted numbers are a dream of what they would like to do. But it has proven to be way more difficult. Mr. Bacon added the forecast is like a wish list not factual for LA DWP. Ms. McLean inquired if this includes resubmittals as well. Ms. Pranata replied yes. Memos should be counted in as well.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

There were none.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renter – Pomona Valley Hospital*

Ms. Pranata stated that she has not heard from the Real Estate Agent or Pomona Valley Hospital and has no updates on them.

There were no further questions or comments.

Meeting at the SCJPC office (San Dimas, CA), possible dates May 15 or June 19

Mr. Treepasian announced that a in person meeting will be held at the SCJPC office in San Dimas, CA for the July 17, 2024, meetings. Those that can't attend in person could still attend via teleconference.

MISC

There were no miscellaneous.

Review of Action Items:

- Any subleases to contact Ms. Pranata.

The meeting adjourned at 9:56 a.m. until May 15, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		March 31, 2024			YTD Through March, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		77,907	69,940.60	7,966.48	233,721	164,581.70	69,139.55	30%	934,884.98
Regular (Budgeted)	69,940.60	-	-	-	-	-	-		
				-			-		
				-			-		
Insurance		9,167	8,397.06	769.61	27,500	24,608.48	2,891.52	11%	110,000.00
Health/Dental	8,120.61			-			-		
Life (quarterly)	276.45			-			-		
				-			-		
Payroll Taxes		6,233	5,064.59	1,167.98	18,698	13,235.44	5,462.26	29%	74,790.80
				-			-		
Workers Compensation		383	276.83	106.50	1,150	830.49	319.51	28%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	50.51	(29.68)	63	104.11	(41.61)	-67%	250.00
Telecommuting Reimbursement		-	-	-	-	-	-	#DIV/0!	0.00
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		7,214	7,062.53	151.52	21,642	16,621.94	5,020.21	23%	86,568.61
				-			-		
				-			-		
<u>MONTHLY RECURRING</u>									
Rent		10,136	9,985.44	150.36	30,407	29,956.32	451.08	1%	121,629.60
Alarm System	Quarterly	58	173.97	(115.64)	175	173.97	1.03	1%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	548.18	13.82	1,686	1,682.79	3.21	0%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	207	207.00	-	0%	828.00
Postage & Shipping		17	88.40	(71.73)	50	126.80	(76.80)	-154%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	525	1,441.80	(916.80)	-175%	2,100.00
				-			-		
<u>EQUIPMENT & FURNITURE</u>									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	25	-	25.00	100%	100.00
				-			-		
				-			-		
				-			-		

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

OPERATING EXPENSES		March 31, 2024			YTD Through March, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,175.50	441.17	4,850	3,526.50	1,323.50	0	19,400.00
FRIEND Support		400	400.00	-	1,200	1,200.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	4,900	4,147.96	752.04	15%	19,600.00
Computer (repair, maintenance, supplies)	External hard drives for employees	141	487.16	(346.33)	423	672.35	(249.85)	-59%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	-	8.33	25	-	25.00	100%	100.00
Office Supplies		51	64.06	(13.23)	153	64.06	88.44	58%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	-	416.67	1,250	1,080.00	170.00	14%	5,000.00
Attorney*		500	499.00	1.00	1,500	1,497.00	3.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71	(18,739.71)		
				-		-	-		
GENERAL EXPENSE									
Payroll Service Fees		115	94.00	21.00	345	282.00	63.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated Deposit Slips order	8	164.31	(155.98)	25	164.31	(139.31)	-557%	100.00
Publications/Subscriptions/Reference (DocuSign)	Pro-Rated DocuSign	21	45.00	(24.17)	63	156.33	(93.83)	-150%	250.00
Seminars, professional development, & tuition		117	-	116.67	350	-	350.00	100%	1,400.00
Team Building	Semi Annual	63	-	62.50	188	-	187.50	100%	750.00
Member Retirement plaques		42	-	41.67	125	-	125.00	100%	500.00
Scan & shred confidential document		50	-	50.00	150	-	150.00	100%	600.00
Total Operating Expenses		117,131.33	105,967.27	11,164.06	351,394.00	285,101.06	66,142.94	19%	1,405,575.99

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

OPERATING EXPENSES		March 31, 2024			YTD Through March, 31 2024				Annual
								%	
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
COMPUTER SYSTEM									
Software Purchase and SCJPC website (minor) modification		151	-	150.83	453	-	452.50	100%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	8,438	-	8,437.50	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT 30% Deposit	11,764	11,764.20			11,764.20			40,000.00
		-	-	-	-	-	-	#DIV/0!	0.00
EQUIPMENT & FURNITURE									
Purchases and leases (including Copy Machine)		371	337.26	33.57	1,113	998.70	113.80	10%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	3,750	-	3,750.00	100%	15,000.00
				-		-	-		
LONG TERM LIABILITY CURRENT									
Total Capital Investments & Long Term Liabilities Current		16,348.37	12,101.46	4,246.91	13,752.50	12,762.90	12,753.80	93%	95,010.00
Interest Earned/Misc Income			(0.40)			(1.18)			
						-			
						-			
TOTAL		133,479.70	118,068.33	15,410.97	365,146.50	297,862.78	78,896.74	22%	1,500,585.99
SCE SPECIAL BILLING TOTAL			18,759.90			40,387.12			
TOTAL WITH SCE OT BILLING			136,828.23			338,249.90			
*Items in blue are assessed equally									
4/8/2024									

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	Oct 2023	November 30, 2023	1/29/2024	\$ 945.09	21959	LAC	2/13/2024; 3/12/2024; 4/9/2024	Emailed: msanchez@motiveis.com & LACJPA@motiveis.com	GV	JT	1/8/2024
AT&T Mobility	Dec 2023	January 31, 2024	3/31/2024	\$ 1,257.90	22023	LAC	4/9/2024	Emailed: msanchez@motiveis.com & LACJPA@motiveis.com	GV	GV	3/12/2024
AT&T Mobility	Jan 2024	February 29, 2024	4/29/2024	\$ 1,555.36	22055	LAC		Not 60 days, will email the following month		GV	4/9/2024
City of Colton	Oct 2023	November 30, 2023	1/29/2024	\$ 898.68	21950	F	2/13/2024; 3/12/2024; 4/9/2024	Emailed: aaguiar@coltonca.gov & adunning@coltonca.gov	GV	JT	1/8/2024
Extenet Systems	Sept 2023	October 31, 2023	12/30/2023	\$ 870.27	21941	EXT	1/8/2024; 2/13/2024; 3/12/2024;	Emailed: ap@extenetsystems.com, jpadesk@extenetsystems.com	JT,GV	JT	12/12/2023
Extenet Systems	Nov 2023	December 31, 2023	2/29/2024	\$ 828.62	22005	EXT	3/12/2024; 4/9/2024	Emailed: ap@extenetsystems.com, jpadesk@extenetsystems.com	GV	GV	2/13/2024
Extenet Systems	Dec 2023	January 31, 2024	3/31/2024	\$ 1,127.09	22037	EXT	4/9/2024	Emailed: ap@extenetsystems.com, jpadesk@extenetsystems.com	GV	GV	3/12/2024
Extenet Systems	Jan 2024	February 29, 2024	4/29/2024	\$ 1,456.89	22069	EXT		Not 60 days, will email the following month		GV	4/9/2024
MCI METRO/ATS	Oct 2023	November 30, 2023	1/29/2024	\$ 1,071.47	21960	ATS	2/13/2024; 3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	JT	1/8/2024
MCI METRO/ATS	Nov 2023	December 31, 2023	2/29/2024	\$ 1,048.38	21992	ATS	3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	GV	2/13/2024
MCI METRO/ATS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,431.32	22024	ATS	4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	GV	3/12/2024
MCI METRO/ATS	Jan 2024	February 29, 2024	4/29/2024	\$ 1,686.46	22056	ATS		Not 60 days, will email the following month		GV	4/9/2024
MCI TELECOMMUNICATIONS	Oct 2023	November 30, 2023	1/29/2024	\$ 884.14	21961	MCI	2/13/2024; 3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	JT	1/8/2024
MCI TELECOMMUNICATIONS	Nov 2023	December 31, 2023	2/29/2024	\$ 865.24	21993	MCI	3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	GV	2/13/2024
MCI TELECOMMUNICATIONS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,177.92	22025	MCI	4/9/2024	Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV	GV	3/12/2024
MCI TELECOMMUNICATIONS	Jan 2024	February 29, 2024	4/29/2024	\$ 1,495.15	22057	MCI		Not 60 days, will email the following month		GV	4/9/2024
Sprint Comm. Co. L.P.	Jan 2024	February 29, 2024	4/29/2024	\$ 1,439.45	22067	FON		Not 60 days, will email the following month		GV	4/9/2024
Sprint-Nextel Corporation	Oct 2023	November 30, 2023	1/29/2024	\$ 862.33	21956	SPR	2/13/2024; 3/12/2024; 4/9/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	JT	1/8/2024
Sprint-Nextel Corporation	Nov 2023	December 31, 2023	2/29/2024	\$ 843.38	21988	SPR	3/12/2024; 4/9/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	GV	2/13/2024
Sprint-Nextel Corporation	Dec 2023	January 31, 2024	3/31/2024	\$ 1,147.27	22020	SPR	4/9/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	GV	3/12/2024
Sprint-Nextel Corporation	Jan 2024	February 29, 2024	4/29/2024	\$ 1,472.08	22052	SPR		Not 60 days, will email the following month		GV	4/9/2024
T-Mobile, USA	Jan 2024	February 29, 2024	4/29/2024	\$ 1,464.77	22059	PBM		Not 60 days, will email the following month		GV	4/9/2024
Verizon Wireless	Jan 2024	February 29, 2024	4/29/2024	\$ 1,922.70	22041	ATC		Not 60 days, will email the following month		GV	4/9/2024
XO Communications	Oct 2023	November 30, 2023	1/29/2024	\$ 906.51	21966	NXT	2/13/2024; 3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV	JT	1/8/2024
XO Communications	Nov 2023	December 31, 2023	2/29/2024	\$ 887.11	21998	NXT	3/12/2024; 4/9/2024	Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV	GV	2/13/2024
XO Communications	Dec 2023	January 31, 2024	3/31/2024	\$ 1,207.07	22030	NXT	4/9/2024	Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV	GV	3/12/2024
XO Communications	Jan 2024	February 29, 2024	4/29/2024	\$ 1,517.09	22062	NXT		Not 60 days, will email the following month		GV	4/9/2024

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

TOTAL \$ 32,269.74

-  = 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
APR 2023 - MAR 2024**

		MBR CODE	2023 APR	2023 MAY	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	MCI/Metro	ATS	1	1	1	1	1	1	1	1		1	1	1	11	100%	ATS	11
10	MCI Communications	MCI	1	1	1	1	1	1	1	1		1	1	1	11	100%	MCI	11
11	Mobilite LLC	MOB	1	1	1	1	1	1	1	1		1	1	1	11	100%	MOB	11
12	Sprint Communications	FON	1	1	1	1	1	1	1	1		1	1	1	11	100%	FON	11
13	Sprint-Nextel	SPR	1	1	1	1	1	1	1	1		1	1	1	11	100%	SPR	11
14	City of Lompoc	LLW	1	1	1	1	1	1	1	1		1	1	1	11	100%	LLW	11
15	City of Anaheim	D	1	1	1	1	1	1	1	1		1	1	1	11	100%	D	11
16	ExteNet Systems	EXT	1	1	1	1	1	1	1	1		1	1	1	11	100%	EXT	11
17	City of Pasadena	MP	1	1	1	1	1	1	1	1		1	1	1	11	100%	MP	11
18	Bear Valley Electric	BVE	1	1	1	1	1	1	1	1		0	1	1	10	91%	BVE	11
19	City of Banning	COB	1	1	0	1	1	1	1	1		1	1	1	10	91%	COB	11
20	XO Communications	NXT	1	1	1	1	1	1	1	1		1	1	1	11	100%	NXT	11
21	City of Los Angeles	M	1	1	1	1	1	0	1	1		1	1	1	10	91%	M	11
22	T-Mobile, USA	PBM	1	1	1	1	0	1	1	1		1	1	1	10	91%	PBM	11
23	City of Riverside	J	1	1	1	0	1	1	1	1		1	1	1	10	91%	J	11
24	City of Glendale	A	1	1	1	1	1	0	1	1		0	1	1	9	82%	A	11
25	Sonic Telecom, LLC	STL	0	1	1	1	1	1	1	0		1	1	1	9	82%	STL	11
26	AT&T Mobility	LAC	1	1	1	0	1	1	1	1		1	1	1	10	91%	LAC	11
27	City of Azusa	MA	1	1	0	1	1	0	1	1		1	1	1	9	82%	MA	11
28	City of Colton	F	1	1	1	0	1	0	1	1		1	0	1	8	73%	F	11
29	Mpower/TelePacific	ICG	0	1	1	1	1	0	1	0		1	1	1	8	73%	ICG	11
30	Teleport Comm America	TCA	1	1	0	1	0	0	1	1		1	1	1	8	73%	TCA	11
31	Verizon Wireless	ATC	1	0	1	1	1	0	0	1		1	1	1	8	73%	ATC	11
Total			29	30	28	28	29	24	30	29	0	29	30	31	Total			

Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	NXT	TWC	Totals	YTD
Joint JPAs Billed				8	385	1		4	9	2	8			1		1	419	1749
% of Joint JPAs Billed	0.000	0.000	0.000	0.019	0.919	0.002	0.000	0.010	0.021	0.005	0.019	0.000	0.000	0.002	0.000	0.002	1.00	
Joint JPAs Returned			2	16	66			1	2	1	63	2	1	19		2	175	406
Total Joint JPAs Processed	0	0	2	24	451	1	0	5	11	3	71	2	1	20	0	3	594	
Section 18.1F JPAs included in above								5	11								16	
Multi JPAs Billed	3	2			18	8	1	1	4		2	1		36		13	89	418
% of Multi JPAs Billed	0.034	0.022	0.000	0.000	0.202	0.090	0.011	0.011	0.045	0.000	0.022	0.011	0.000	0.404	0.000	0.146	1.00	
Multi JPAs Returned	2	13			17	42		2	4		27	13		100	1	12	233	1189
Total Multi JPAs Processed	5	15	0	0	35	50	1	3	8	0	29	14	0	136	1	25	322	1607
Section 18.1F JPAs included in above	3	3					1	3	7			2		21	1	1	42	
Total # JPAs Billed	3	2	0	8	403	9	1	5	13	2	10	1	0	37	0	14	508	2167
% of JPAs Billed	0.006	0.004	0.000	0.016	0.793	0.018	0.002	0.010	0.026	0.004	0.020	0.002	0.000	0.073	0.000	0.028	1.00	
# of JPAs Returned																	408	1595
Total JPAs Processed	5	15	2	24	486	51	1	8	19	3	100	16	1	156	1	28	916	3762
% of JPAs Billed																	55.46%	
% of JPAs returned																	44.54%	
Member	ATC	ATS	B	BVE	E	EXT	F	FTR	H/T	LLW	M	MCI	MP	NG	NXT	TWC	Totals	
Poles Billed (Joint JPAs)				75	1406	4		23	24	74	57			3		1	1667	5634
Poles Returned (joint)			36	150	520			18	3	25	386	7	1	56		14	1216	2804
Poles Billed (Multi JPAs)	30	36			144	74	2	13	36		4	7		285		25	656	1487
Poles Returned (multi)	3	196			264	595		64	90		209	135		907	15	78	2556	8623
Total # Poles Billed (Joint & Multi combined)	30	36	0	75	1550	78	2	36	60	74	61	7	0	288	0	26	2323	8284
% of Total Poles Billed (Joint & Multi combined)	0.013	0.015	0.000	0.032	0.667	0.034	0.001	0.015	0.026	0.032	0.026	0.003	0.000	0.124	0.000	0.011	1.00	
# of Poles Returned																	3772	15757
Total Poles Processed	33	232	36	225	2334	673	2	118	153	99	656	149	1	1251	15	118	6095	24041
% of Poles Billed																	38.11%	
% of Poles returned																	61.89%	
RETURN RATE # OF JPAS	40%	87%	100%	67%	17%	82%	0%	38%	32%	33%	90%	94%	100%	76%	100%	50%		
RETURN RATE # OF POLES	9%	84%	100%	67%	34%	88%	0%	69%	61%	25%	91%	95%	100%	77%	100%	78%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	402	949	1351
HELD OVER POLES	2958	8437	11395

Actual JPAs/poles received from 2/6/2024 - 3/5/2024 (March 2024 Bill of Sale):			
	JPAS	POLES	
SCE	1280	5088	
OTHER MEMBERS	735	6324	

Average poles/JPA in 2023	6.39
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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	1	22
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	2	14
SCE FORM 7 DO NOT BILL	1	18
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
20	51
1383	3770

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	
OVERTIME E JPAs Processed Call Back/F7 Do Not Bill	
OVERTIME E Poles Processed Call Back/F7 Do Not Bill	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
847	2218
2353	6229
938	2455
2893	7728
7	7
79	79

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
Feb-2022	1360	2448	36%	64%	616	4472	12%	88%	8896	57%	78%	1976	423	ELECTRONIC
Mar-2022	2229	2298	49%	51%	1031	3836	21%	79%	9394	52%	65%	3260	702	ELECTRONIC
Apr-2022	2658	2586	51%	49%	1258	2817	31%	69%	9319	44%	58%	3916	1045	ELECTRONIC
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAs involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAS)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAS)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAS)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAS)
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAs than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAs than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAs than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	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	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	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	Electronic
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	Electronic, multi JPAs (3+ parties) high return rate
Feb-2024	1956	716	73%	27%	1163	4330	21%	79%	8165	67%	62%	3119	798	Average month, one holiday
Mar-2024	1667	1216	58%	42%	656	2556	20%	80%	6095	53%	62%	2323	508	One staff on medical leave, one staff on vacation for 2 weeks, training a new admin aide

12-month average processed poles
12-month average BILLED poles

8313.25
3628.17

Poles processed average per month
Poles BILLED average per month

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Feb-24	1569	240	1809	549	41	590	160.44		11.28	86.73%	13.27%	93.05%	6.95%
Mar-24	1945	395	2340	731	58	789	211.00		11.09	83.12%	16.88%	92.65%	7.35%
Totals	12215	2934	15149	3766	372	4138	1278.94						

Average 12.29

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Feb-24	169	132	301	52	23	75	33.06		9.10	56.15%	43.85%	69.33%	30.67%
Mar-24	408	145	553	116	33	149	70.25		7.87	73.78%	26.22%	77.85%	22.15%
Totals	688	336	1024	187	60	247	120.81						

Total 2P+3P hours 1399.75 Grand total in 2023 & 2024
Total 2P+3P poles processed 16,173.00 Grand total in 2023 & 2024

B/S 4/24: 7 JPAs / 79 poles were called back/sent back due to F7 do not bill after they are processed during OT

2024 FORECAST FROM ALL MEMBERS

		MONTHLY	MONTHLY	YEARLY	YEARLY	
Code	Company Name	FORECAST # OF JPAS	FORECAST # OF POLES	FORECAST # OF JPAS	FORECAST # OF POLES	Notes
A	City of Glendale			0	0	
AMT	ATC-Outdoor DAS, LLC	0	0	0	0	4/11/2024
ATC	Verizon Wireless			0	0	
ATS	MCI Metro/ATS	100	2300	1200	27600	Approximately 2,300 per month from April through July 2024. For August through October 2024, will probably go down to about 500 poles per month. Approximately 100 JPAs per month from April through July 2024. For August through October 2024, will probably go down to about 22 JPAs per month.
B	City of Burbank			0	0	
BVE	Bear Valley Electric, Inc	9	130	108	1560	2/22/2024
COB	City of Banning			0	0	
D	City of Anaheim			0	0	
E	So. Calif. Edison Co.	5280	21120	63360	253440	2/12/2024
EXT	ExteNet Systems, Inc.	20	500	240	6000	4/17/2024
F	City of Colton	2	2	24	24	2/15/2024
FTR	Frontier Communications			0	0	
FON	Sprint Comm, L.P.			0	0	
H / T	AT&T California	200	500	2400	6000	2/7/2024
ICG	Mpower Communications	0	0	0	0	2/7/2024
J	City of Riverside			0	0	
LAC	AT&T Mobility			0	0	
LLW	City of Lompoc			0	0	
M	City of Los Angeles	50	1000	600	12000	
MA	City of Azusa			0	0	
MCI	MCI Telecommunications			0	0	
MOB	Mobilitie, LLC			0	0	
MP	City of Pasadena			0	0	
NG	Crown Castle NG West Inc.	800	9500	9600	114000	
NXT	XO Communications			0	0	
PBM	T-Mobile USA, Inc.			0	0	
SPR	Sprint Nextel Corporation			0	0	
STL	Sonic Telecom, LLC.	0	0	0	0	2/6/2024
TCA	Teleport Communications America, LLC			0	0	
TWC	Time Warner Cable			0	0	
V	City of Vernon			0	0	
	TOTAL FORECAST		35,052.00		420,624.00	

poles per month

poles per year

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
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May 15, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:32 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. April DeBarge	Southern California Edison
Mr. Michael Pearson	Southern California Edison
Mr. Kevin Flores	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. Veronica Romero	AT&T California
Mr. Barry Consulter	AT&T California
Mr. Robert Stanard	AT&T California
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. Jeremy Harmon	Verizon Wireless
Mr. John Vu	City of Anaheim
Mr. Irvin Orzuna	City of Glendale
Mr. Matthew Miller	MCI Metro ATS/MCI Telecommunications
Mr. Michael Truong	City of Burbank
Mr. Anthony Ghilardi	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
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
Mr. Johnny Villalobos	M-Power Communications
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Ms. Tamara Zaki	Boldyn Networks US LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Guests:

Mr. Wilson Salvador

City of Los Angeles

Chairperson, Mr. Treepaisan called the meeting to order at 9:32 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 **April 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata stated that she did receive a response from Extenet that they are working on payment. Ms. Pranata then stated she spoke with Mr. Miller, and he is going to send her some forms to complete for direct deposit or payment checks; however, Ms. Pranata has yet to receive them. Ms. Pranata added she will reach out to Mr. Miller again for an update. Mr. Miller was on the call and stated that they will be paying through Motive Infrastructure Solutions as a third party for MCI Metro/ATS, MCI Telecomm, and XO Communications and would be current by the end of the month. Mr. Miller inquired if Verizon Wireless has already been paid. Ms. Pranata replied yes. Ms. Pranata then inquired about Sprint-Nextel Corporation. Ms. Smith stated that she would follow up and let Ms. Pranata know.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on April 23, 2024. Ms. Allen discussed with the staff billing dates and deadline dates. Ms. Allen then trained the staff on a few JPAs. The first JPA Section 7.6B burned down pole with an unauthorized attachment. The JPA must show Section 7.7. Billers are to bill for the unauthorized attachment, but not the pulling routine. The unauthorized attachment was prior to the pole being burnt down and should be billed. The fire took care of the pulling routine and reason for no charge. The second JPA Ms. Allen trained on was how to interpret indicators for item charges. Ms. Allen explained to the billers that for example, 1(2) is acceptable and can be billed as 1 full cost of 2 Items X. The third JPA Ms. Allen trained on was Section 4.3 with a PTX. Ms. Allen showed billers how to calculate for safety clearance zone for proper biller. Biller would add the PTX size to that member's grade then minus the footage shown on the JPA. Then minus out the member with the next highest grade. The JPA Ms. Allen trained on show SCE had 25-1 with a 5' PTX, FTR had 23-7, and NG 24-1. Billers would add the 5' of the PTX to SCE's grade making it 30. Then minus out 1' of space that is shown for SCE. Then minus out NG's 24 grade since that is the next highest grade $30-1-24 = 5'$ SCZ. Billers would then bill by the 5' SCZ under Section 4.3.

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.
- Backlog questions: % of SCE vs % of non-SCE JPAs to process.

Ms. Pranata reported for April 2024 bill of sale the staff processed a total of 6,071 poles. There is a bit of backlog. Ms. Pranata stated that she has a question for the committee. Currently the office is processing about 40% Edison submitted JPAs and 60% of JPAs submitted by other members. Mr. Pranata inquired if that is acceptable or does the committee wants the office to modify the percentages. The billers are processing first in first out. However, Edison, JPAs, are being processed faster because the billers are working on them during overtime. The oldest date for Edison JPAs is March 14th, 2024, and the oldest date in our backlog for JPA's from other members is February 13th, 2024. Ms. Pranata inquired how many percent during regular time should the staff process the members JPA's. Mr. Treepasian inquired if there is any type of data with what historically those percentages have been like. Ms. Pranata stated that previously the JPAs were processed first in, first out on whatever was submitted to SCJPC. SCJPC really did not keep track of the percentages. But now the office has a backlog, and they also work on Edison JPAs during overtime. Ms. DeBarge inquired about modifying the percentage to what. Ms. Pranata explained that currently the backlog totals 2,548 JPAs 18,821 poles. Edisons backlog of that total is 1,338 JPAs 6,447 poles. Other members backlog is 1,210 JPAs 12,374 poles of that total. Ms. Allen distributes the JPAs to the Team and Ms. Pranata is trying to be really fair to all the members and reiterated that currently the office is processing about 40% Edison submitted JPAs and 60% of JPAs submitted by other members. Mr. Treepasian inquired if processing continues with the same percentages, would the other JPAs outside of Edison drop further back and if processing continues with the same percentages would that increase the gap between Edison JPAs and other members JPAs. Ms. Pranata stated she does not know, and it depends on the number of JPAs being submitted. Ms. DeBarge inquired if Ms. Pranata wants to decrease Edison's percentage to work more on non-Edison JPAs. Ms. Pranata replied no and that she is inquiring if processing about 40% Edison submitted JPAs and 60% of JPAs submitted by other members is okay for now or does the committee want to modify the percentage. Ms. DeBarge inquired is the processing not based on first in and first out. Ms. Allen explained if the office processes by first in and first out the office would not process any Edison JPAs during regular time. It was determined a few years ago when the office went to electronic billing that the office had to process a certain amount of Edison JPAs and a certain amount of non-Edison JPAs but never given a percentage. Ms. Allen stated she is trying to be as fair as possible to get as much work out, but if the office did exactly by first in the office would process 10% or less of Edison submitted JPAs. The office has been told in the past that the office must process some Edison JPAs monthly. Currently the office is processing about 40% Edison submitted JPAs and 60% of JPAs submitted by other members. Ms. Allen inquired if the committee is okay with that or would they like the office to change the percentage. Ms. Allen added that she and Ms. Pranata want to make sure that all members are aware and that it is fair for all. Mr. Treepasian stated to stay the course with the 60/40 split and see where the processing stands next month. There is a one-month difference between Edison submitted JPAs and non-Edison submitted JPAs. If that number changes and the processing need to catch up on the other end, the percentages can be adjusted. Mr.

Treepasian stated he is not 100% sure because he does not know what the implications would be if adjusted to 20%. Mr. Treepasian reiterated his suggestion would be to stay the course and see what the numbers look like next month and adjust if needed. Ms. DeBarge inquired is everybody has a submission day like Edison. Ms. Allen stated no and that members are allowed to submit throughout the month. Ms. Allen explained that the JPAs are processed pending date received and put into the bill of sale month. For example, JPAs submitted March 6, 2024, through April 5, 2024, are for April bill of sale. Ms. Allen added that when she distributed to billers for April 24 bill of sale, she was distributing from February 24 bill of sale for non-Edison submitted JPAs and for Edison submitted JPAs Ms. Allen started distributing from March 24 bill of sale because of the backlog. Ms. Allen added that Edison JPAs are a bit ahead in processing because Edison pays for the staff to process Edison JPAs on overtime. Ms. Allen keeps JPAs in bill of sale months and then by date received to be fair for all. Ms. Allen stated that there are a lot of non-Edison backlog because the majority of the JPAs are multi-party JPAs and many of those multi-party JPAs are 5plus parties with over twenty poles a JPA. Ms. Allen added the 5plus party JPAs take more time to process. Ms. DeBarge stated it seems like Edison is the only member that has a specific submitted day, and other members submit whenever they want. Ms. Allen stated that Edison can submit throughout the month as well and that Edison requested to submit on one day a week. Ms. Allen stated that the office will take submissions throughout the month and pending date they will be placed in that bill of sale month. Ms. Black inquired if Edison pays for the overtime the staff is working processing Edison submitted JPAs. Ms. Pranata replied yes. Ms. Black then stated this problem that the office is seeing is only going to perpetuate itself because of all the members trying to clean up their backlog like they have all been told they are supposed to do. Ms. Black then stated that the committee has to come up with something. Ms. Black was unsure exactly what and then stated it might be a hiring thing. It is only going to get worse. Ms. Pranata stated that she is receiving candidates for the Administrative Aide position. However, it has not been easy finding a match. Ms. Pranata and Ms. Allen are interviewing for an additional Administrative Aide.

After some further discussion, the committee agreed to stay on course with processing 40% of Edison submitted and 60% non-Edison submitted JPAs and if the non-Edison JPAs are dropping further behind, they could start adjusting the percentages.

There were no further questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- SCE OT monthly report (paid by SCE)

Ms. Pranata reported that Ms. Hernandez is still training the new Administrative Aide full time. However, the members will see an increase in productivity in May 24 bill of sale and June 24 bill of sale. Ms. Pranata is hoping starting July 24 bill of sale that the new Administrative Aide can be fully independent requiring no further training.

Ms. Pranata then reported that the staff processed 6,071 poles. However, 976

poles of the 6,071 were 5plus parties and required more time and have more complicated calculations to process.

Ms. Pranata reported for overtime was worked in April 2024 bill of sale. The staff processed 1,700 pole and they worked an additional 148 hours that was paid by Edison.

There were no questions or comments.

SCJPC requesting forecast from member for 2024 year

- *Number of poles to be sent to SCJPC monthly*
- *Number of JPAs to be sent to SCJPC monthly*

Ms. Pranata stated she is still waiting for some forecast replies from some of the members for the 2024 year.

Ms. Pranata then stated that she and Ms. Allen are trying to hire another Administrative Aide. It has been challenging trying to find a match. But they are in the process of looking for another staff member.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

Ms. Allen had a question on JPA NG455354-16-19 (see attached). Ms. Allen inquired on page two pole 2278875E is a 7' SCZ acceptable if noted 7' SCZ on the JPA.

After some discussion, the members agreed a 7' SCZ is not acceptable and someone on the pole must own that foot.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renter – Pomona Valley Hospital*

Ms. Pranata stated that she has no updates.

There were no questions or comments.

Meeting at the SCJPC office (San Dimas, CA), July 17, 2024

Mr. Treepasian announced that a in person meeting will be held at the SCJPC office in San Dimas, CA for the July 17, 2024, meetings. Those that can't attend in person could still attend via teleconference.

Steps after Notice of Default

- *Steps after due date*

Mr. Treepasian stated they think they are making some progress. Mr. Treepasian skimmed through the bylaws and membership agreement and did not see anything. Mr. Treepasian did see what is defined as default but did not catch what the penalties would be. Mr. Treepasian is going to double check some things. If members do wind up in that territory of default Mr. Treepasian is thinking of suspending voting rights and not processing their JPAs. Mr. Treepasian needs to double check what is memorialized in the paperwork before doing anything and hopefully that doesn't happen.

There were no questions or comments.

MISC

Being charged Unauthorized on a pole already attached to

Mr. Miller stated that MCI Metro/ATS is getting a charged for several bills for unauthorized attachments on poles when they have been on the pole for an extended period of time, dated back to Western Union (WU). They over latched and updated it. They hadn't changed in their presence on the pole, but when they went to go look at it, there was no record of them being on the pole, even though they had been there since Western Union had established a connection on the line. They are concerned that there may be a gap in the record keeping at some point. Proportions of the history and it's impacting other providers who are joint owners and their presence on the line when they are getting billed for things when they have already established a connection or in some cases are paying an attachment fee yearly to that carrier and then also be charged on authorized attachment for it. Mr. Miller doesn't know if he is the only one that's experiencing that and what is detailed in the records about the billing that's coming across from the different carriers, including on the Form 44 which included attachment fees. It is substantial in some cases and not substantiated because there's clearly a record for history and presence there and we didn't just show up one day and attach themselves to the pole and had been there for 20 years. Ms. Black stated that the scenario that Mr. Miller stated seems like they are a tenant of Western Union. Mr. Miller stated that's part of what MCI Metro/ATS is trying to establish is the historical record for, because Western Union was brought in as MCI Metro/ATS, all the connections were supposed to have been transferred over. However, in some cases it's not clear whether the agreement was explicitly with Edison and if that's the case, then why is there no clear path from connection to ownership to Joint Pole ownership. Mr. Miller continued there seems to be an agreement in place. They are paying for that agreement, and now they are a joint pole member, and now they are they are getting hit with a fee as a joint pole member and paying a lease charge. They are not unauthorized because they have been there probably in some cases since the pole was set. Mr. Harmon clarified that Western Union was a member since 1920 and never left. They became MCI Metro/ATS. They have a lot of records. Mr. Harmon thinks Mr. Miller might have found a pole or two, where maybe a pole changed out might not have been able to identify the cable and thus, might not have been able to put them back on record because maybe the identification wasn't there. It's not so much that that they're a tenant, but maybe because of lack of identification or something like that, it didn't get back onto record Mr. Miller stated that it is not just a little number, they have literally pages of them where they being claimed to have no attachment relationship

when clearly that's been established for a historical period that even goes beyond Mr. Miller's career. Ms. Black stated she didn't know that Western Union became MCI Metro/ATS. Mr. Bacon inquired if Mr. Miller is being charged with an unauthorized attachment to a pole, they are tenants on. Mr. Miller replied yes. Mr. Bacon stated that if they find an unauthorized attachment the billing starts when one is found. Mr. Bacon then inquired if they are going back in time to when they think that you were attached. Mr. Miller explained the billing looks like it has been an establishment of an unauthorized attachment fee. There's no historical reference going back until the Form 44, starts talking about poles and pole history. In that case, what they have found is that Edison has been billing them, going back multiple years, in some cases, even tagging them on poles that they believe are now joint with Frontier Communications and that were transferred to them. Mr. Bacon inquired if MCI Metro/ATS going back to 1920 Western Union days have ever been a member on the poles or just a tenant. Mr. Miller stated that is what he is trying to establish. Mr. Miller explained there was some way that they were attached to those poles. They have had a presence there for an extended period, so much so that it doesn't seem like the history of that made it across in some cases. What Mr. Miller is finding is that there are two gaps that he has. Number one is with PG & E. However, that is Northern California. Gap two is with Edison and the poles that he has been hit with in terms of these unauthorized attachment fees, it seems like these are historical poles where there's a long history of being there that precedes, 2017, maybe even 2012 and now suddenly they're looking at it and saying, they are not finding a record and they don't have any right to be there. When they have had an established track record of being there and Mr. Miller doesn't know why they don't have a record of being there. Mr. Bacon inquired if they are being charged today's rates or 1930's rates. Mr. Miller stated today's rates. Mr. Miller finds out that he is a joint owner and paying an attachment fee to the same company. Mr. Bacon stated this is going to be on the individual company, showing the contract and the timelines that they were on the pole and proving they had a right to be there. The onus of proving that is going to be on Mr. Miller's company to retrieve the funds. Mr. Miller stated they did a year of research on this and if the committee is going to train about this issue there is clearly a disconnect somewhere in the process of that. Mr. Bacon stated that LA DWP has a lot of disputes with pole attachments. It is LA DWP's attorneys and their burden to prove, argue, and go back and forth. Mr. Bacon then stated that it is kind of an SCJPC item in regard to standards and what are the rules and the bylaws to do. However, it is going to be Mr. Miller's company against whatever company that is billing Mr. Miller and if you feel unjust then that's when both companies must come together and discuss. Mr. Miller stated he does not want to see the SCJPC become weaponized as a profit center for any SCJPC members. Ms. DeBarge inquired if Mr. Miller was with ATS. Mr. Miller stated that he is with Verizon and manages its aerial infrastructure for both wireline and wireless. But currently he was representing wireline. Ms. DeBarge inquired if Mr. Miller is concerned about being charged as a tenant and unauthorized attachment on the same pole(s). Mr. Miller stated he has shown as a tenant, as a lease, and now being hit with a with an unauthorized attachment on the same pole. And in some cases, these pole costs are going back multiple years beyond the timeline of what they would find to be an acceptable use timeframe for billing platforms. Ms. DeBarge asked her team if they had Mr. Miller's contact information to connect with him offline. Mr. Flores stated that he

can reach out to Mr. Miller if Mr. Miller is okay with that. Mr. Miller was okay and Mr. Flores stated he will reach out after the meeting.

There were no further questions or comments.

Timeframe on Billing:

Mr. Miller stated that they are finding records that are being processed by Edison that go back dozens of years. Mr. Miller then stated that he does not think that is an acceptable time frame to accept billing from somebody within the state of California. Mr. Miller stated that there is a mandated recording that one only has four years in which to bill somebody. Ms. Black stated that Section 13 in the Routine Handbook would need to be edited for what Mr. Miller is stating. Because currently the Routine Handbook does not give a time frame. Mr. Miller stated that the committee cannot not follow the laws in the state of California just because one is a member of an association. Ms. DeBarge inquired that because a JPA is old and has not been finalized one should not pay for it. Mr. Miller stated that one would have lost the window to bill for it. Ms. DeBarge inquired if they replace a pole, PTD, and one will be a joint owner in the new pole they should not pay for the new pole set. Mr. Miller stated that one should pay for the new pole set within the last four years. Any pole that was set a previous time and they didn't get to the billing of it, that's not for members to deal with and Mr. Miller wouldn't think to bill any of his customers after an extended period of time for things Mr. Miller wasn't able to do. Mr. Van Stryk stated that JPAs need to bill order and it may not be Edison's fault that it is taken this long to bill. Mr. Van Stryk explained that it could be someone who is purchasing interest and just never finished finalizing their JPA and that is why it is now taking Edison time to process their replacement. Mr. Miller stated there needs to be reform on this because members can't have literally hundreds of millions of dollars of potential liability to all of the members to one member, who now wants to go back and make this their records, something that becomes essentially a profit center for them. Mr. Van Stryk stated it is cost recovery. Mr. Miller stated that does not work for Verizon and that it is not cost recovery when it happens dozens of years later.

Ms. McLean stated that EXT JPAs from a couple years ago were all paper and they lost a lot of prior records and Ms. McLean was wondering if possibly Mr. Miller's was having that same situation. There might be a file someplace where things are scanned that could help Mr. Miller in his database. Mr. Treepasian stated those old, archived pieces of paper are worth their weight in gold. Frontier Communications used to have some great record maps that were on old paper and some manager decided that weren't important anymore. But to Mr. Treepaisan, those were the most accurate records Mr. Treepaisan has ever seen. Mr. Miller stated there are old shelves in some of their wire centers that are gold mines and they have gone through them and make sure to digitize them over time because of that. There's a direct line between the Southern California Joint Pole Committee, the staff being paid by Edison to do overtime and now becoming their defenders on a policy that Mr. Millers doesn't have a historical comparison to. Mr. Miller has dealt with billing and records and this kind of thing for 30 years and Mr. Miller has never come across something where people are attempting to build things in an historical time period that this organization is. Mr. Miller stated that it concerns him that there is a tie in directly to the amount of work that gets done

and then becoming advocates for one of the members and not the others. Mr. Miller continued it's at a cost to me as a member and Mr. Miller is trying to do what's right for his company.

Mr. Bacon stated that there is a lot to this and asked Mr. Miller to break this down in an email, therefore it can be distributed to the members. Include the thoughts and where it needs to be improved and why it needs to be improved. Email it to Ms. Pranata so she can disburse it to the members, and they can review it and bring it up for discussion at the next meeting. Mr. Treepaisan added for Mr. Miller to include the conflicts with the SCJPC Routine Handbook and how it contradicts some kind of California law therefore it can be further investigated. Additionally, for Mr. Miller to revise Section 13, therefore that can be further investigated as well. If an item number needs to be assigned to this item, one could be assigned.

Mr. Miller stated that he would like to bring up and present at the in-person meeting July 17, 2024. This item will be tabled until then.

There were no further questions or comments.

Review of Action Items:

- Mr. Miller to draft an email about his concerns and send to Ms. Pranata for distribution to members.

The meeting adjourned at 10:23 a.m. until June 20, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		April 30, 2024			YTD Through April, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	%	Budget
EMPLOYEE EXPENSE									
Salaries		77,907	57,312.98	20,594.10	311,628	221,894.68	89,733.65	29%	934,884.98
Regular (Budgeted)	57,312.98	-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,135.51	1,031.16	36,667	32,743.99	3,922.68	11%	110,000.00
Health/Dental	8,135.51			-	-	-	-		
Life (quarterly)	-			-	-	-	-		
Payroll Taxes		6,233	3,511.60	2,720.97	24,930	16,747.04	8,183.23	33%	74,790.80
Workers Compensation		383	1,802.83	(1,419.50)	1,533	2,633.32	(1,099.99)	-72%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	58.19	(37.36)	83	162.30	(78.97)	-95%	250.00
PENSION EXPENSE									
Contribution-SEP IRA		7,214	5,024.24	2,189.81	28,856	21,646.18	7,210.02	25%	86,568.61
				-	-	-	-		
				-	-	-	-		
MONTHLY RECURRING									
Rent		10,136	9,985.44	150.36	40,543	39,941.76	601.44	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	233	173.97	59.36	25%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	578.22	(16.22)	2,248	2,261.01	(13.01)	-1%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	276	276.00	-	0%	828.00
Postage & Shipping	Notice of Default packages by USPS	17	88.29	(71.62)	67	215.09	(148.42)	-223%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	700	1,441.80	(741.80)	-106%	2,100.00
				-	-	-	-		
				-	-	-	-		
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	33	-	33.33	100%	100.00
				-		-	-		
				-		-	-		
				-		-	-		

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

OPERATING EXPENSES		April 30, 2024			YTD Through April, 30 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
	Details							Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,207.00	409.67	6,467	4,733.50	1,733.17	0	19,400.00
FRIEND Support		400	400.00	-	1,600	1,600.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	6,533	5,529.09	1,004.24	15%	19,600.00
Computer (repair, maintenance, supplies)		141	-	140.83	563	672.35	(109.02)	-19%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	-	8.33	33	-	33.33	100%	100.00
Office Supplies		51	27.76	23.07	203	91.82	111.51	55%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	-	416.67	1,667	1,080.00	586.67	35%	5,000.00
Attorney*		500	499.00	1.00	2,000	1,996.00	4.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		115	94.00	21.00	460	376.00	84.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	40.00	(31.67)	33	204.31	(170.98)	-513%	100.00
Publications/Subscriptions/Reference (Docusign)	Pro-Rated Docusign	21	45.00	(24.17)	83	201.33	(118.00)	-142%	250.00
Seminars, professional development, & tuition		117	-	116.67	467	-	466.67	100%	1,400.00
Team Building	Semi Annual	63	-	62.50	250	-	250.00	100%	750.00
Member Retirement plaques		42	-	41.67	167	-	166.67	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	491.68	(441.68)	200	491.68	(291.68)	-146%	600.00
Total Operating Expenses		117,131.33	90,751.87	26,379.46	468,525.33	375,852.93	111,703.79	24%	1,405,575.99

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

OPERATING EXPENSES		April 30, 2024			YTD Through April, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		151	-	150.83	603	-	603.33	100%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	11,250	-	11,250.00	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT 35% project	3,333	13,724.90	(10,391.57)	13,333	25,489.10	(12,155.77)	-91%	40,000.00
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	337.26	33.57	1,483	1,335.96	147.37	10%	4,450.00
Hardware Purchase - New laptops for staff		1,250	13,416.46	(12,166.46)	5,000	13,416.46	(8,416.46)	-168%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	27,478.62	(19,561.12)	31,670.00	40,241.52	(8,571.52)	-27%	95,010.00
Interest Earned/Misc Income			(0.39)			(1.57)			
						-			
						-			
TOTAL		125,048.83	118,230.10	6,818.34	500,195.33	416,092.88	103,132.27	21%	1,500,585.99
<u>SCE SPECIAL BILLING TOTAL</u>									
TOTAL WITH SCE OT BILLING			6,963.02			47,350.14			
			125,193.12			463,443.02			
*Items in blue are assessed equally									
5/6/2024									

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	Feb 2024	March 31, 2024	5/30/2024	\$ 916.04	22087	LAC		Not 60 days, will email the following month		GV	5/8/2024
Crown Castle NG West Inc.	Feb 2024	March 31, 2024	5/30/2024	\$ 2,183.66	22098	NG		Not 60 days, will email the following month		GV	5/8/2024
Extenet Systems	Nov 2023	December 31, 2023	2/29/2024	\$ 828.62	22005	EXT	3/12/2024; 4/9/2024	AP Emailed: ap@extenetsystems.com, inadesk@extenetsystems.com	GV,AP	GV	2/13/2024
Extenet Systems	Dec 2023	January 31, 2024	3/31/2024	\$ 1,127.09	22037	EXT	4/9/2024	AP Emailed: ap@extenetsystems.com, inadesk@extenetsystems.com	GV,AP	GV	3/12/2024
Extenet Systems	Jan 2024	February 29, 2024	4/29/2024	\$ 1,456.89	22069	EXT		AP Emailed: ap@extenetsystems.com, inadesk@extenetsystems.com	GV,AP	GV	4/9/2024
Extenet Systems	Feb 2024	March 31, 2024	5/30/2024	\$ 822.33	22101	EXT		Not 60 days, will email the following month		GV	5/8/2024
MCI METRO/ATS	Oct 2023	November 30, 2023	1/29/2024	\$ 1,071.47	21960	ATS	2/13/2024; 3/12/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	JT	1/8/2024
MCI METRO/ATS	Nov 2023	December 31, 2023	2/29/2024	\$ 1,048.38	21992	ATS	3/12/2024; 4/9/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	2/13/2024
MCI METRO/ATS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,431.32	22024	ATS	4/9/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	3/12/2024
MCI METRO/ATS	Jan 2024	February 29, 2024	4/29/2024	\$ 1,686.46	22056	ATS		AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	4/9/2024
MCI METRO/ATS	Feb 2024	March 31, 2024	5/30/2024	\$ 1,043.35	22088	ATS		Not 60 days, will email the following month		GV	5/8/2024
MCI TELECOMMUNICATIONS	Oct 2023	November 30, 2023	1/29/2024	\$ 884.14	21961	MCI	2/13/2024; 3/12/2024; 4/9/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	JT	1/8/2024
MCI TELECOMMUNICATIONS	Nov 2023	December 31, 2023	2/29/2024	\$ 865.24	21993	MCI	3/12/2024; 4/9/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	2/13/2024
MCI TELECOMMUNICATIONS	Dec 2023	January 31, 2024	3/31/2024	\$ 1,177.92	22025	MCI	4/9/2024	AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	3/12/2024
MCI TELECOMMUNICATIONS	Jan 2024	February 29, 2024	4/29/2024	\$ 1,495.15	22057	MCI		AP Emailed: matthew.j.miller@verizon.com & MCI_ATS_JPA@motiveis.com	GV,AP	GV	4/9/2024
MCI TELECOMMUNICATIONS	Feb 2024	March 31, 2024	5/30/2024	\$ 858.08	22089	MCI		Not 60 days, will email the following month		GV	5/8/2024
Sprint Comm. Co. L.P.	Jan 2024	February 29, 2024	4/29/2024	\$ 1,439.45	22067	FON	5/8/2024	Emailed: dtimm@coqentco.com, jvork@coqentco.com, AP_Sprint@coqentco.com, ghinton@coqentco.com	GV	GV	4/9/2024
Sprint Comm. Co. L.P.	Feb 2024	March 31, 2024	5/30/2024	\$ 804.45	22099	FON		Not 60 days, will email the following month		GV	5/8/2024
Sprint-Nextel Corporation	Oct 2023	November 30, 2023	1/29/2024	\$ 862.33	21956	SPR	2/13/2024; 3/12/2024; 4/9/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV,AP	JT	1/8/2024
Sprint-Nextel Corporation	Nov 2023	December 31, 2023	2/29/2024	\$ 843.38	21988	SPR	3/12/2024; 4/9/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV,AP	GV	2/13/2024
Sprint-Nextel Corporation	Dec 2023	January 31, 2024	3/31/2024	\$ 1,147.27	22020	SPR	4/9/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV,AP	GV	3/12/2024
Sprint-Nextel Corporation	Jan 2024	February 29, 2024	4/29/2024	\$ 1,472.08	22052	SPR		AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV,AP	GV	4/9/2024
Sprint-Nextel Corporation	Feb 2024	March 31, 2024	5/30/2024	\$ 835.33	22084	SPR		Not 60 days, will email the following month		GV	5/8/2024
T-Mobile, USA	Feb 2024	March 31, 2024	5/30/2024	\$ 828.83	22091	PBM		Not 60 days, will email the following month		GV	5/8/2024
Verizon Wireless	Feb 2024	March 31, 2024	5/30/2024	\$ 1,269.51	22073	ATC		Not 60 days, will email the following month		GV	5/8/2024
XO Communications	Oct 2023	November 30, 2023	1/29/2024	\$ 906.51	21966	NXT	2/13/2024; 3/12/2024; 4/9/2024	AP Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV,AP	JT	1/8/2024
XO Communications	Nov 2023	December 31, 2023	2/29/2024	\$ 887.11	21998	NXT	3/12/2024; 4/9/2024	AP Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV,AP	GV	2/13/2024
XO Communications	Dec 2023	January 31, 2024	3/31/2024	\$ 1,207.07	22030	NXT	4/9/2024	AP Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV,AP	GV	3/12/2024
XO Communications	Jan 2024	February 29, 2024	4/29/2024	\$ 1,517.09	22062	NXT		AP Emailed: matthew.j.miller@verizon.com, mortiz@motiveis.com, NXTJPA@motiveis.com	GV,AP	GV	4/9/2024
XO Communications	Feb 2024	March 31, 2024	5/30/2024	\$ 879.21	22094	NXT		Not 60 days, will email the following month		GV	5/8/2024

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

TOTAL \$ 33,795.76

-  = 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
MAY 2023 - APR 2024**

		MBR CODE	2023 MAY	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	MCI/Metro	ATS	1	1	1	1	1	1	1		1	1	1	1	11	100%	ATS	11
10	MCI Communications	MCI	1	1	1	1	1	1	1		1	1	1	1	11	100%	MCI	11
11	Mobilite LLC	MOB	1	1	1	1	1	1	1		1	1	1	1	11	100%	MOB	11
12	Sprint Communications	FON	1	1	1	1	1	1	1		1	1	1	1	11	100%	FON	11
13	Sprint-Nextel	SPR	1	1	1	1	1	1	1		1	1	1	1	11	100%	SPR	11
14	City of Lompoc	LLW	1	1	1	1	1	1	1		1	1	1	1	11	100%	LLW	11
15	City of Anaheim	D	1	1	1	1	1	1	1		1	1	1	1	11	100%	D	11
16	ExteNet Systems	EXT	1	1	1	1	1	1	1		1	1	1	1	11	100%	EXT	11
17	XO Communications	NXT	1	1	1	1	1	1	1		1	1	1	1	11	100%	NXT	11
18	Bear Valley Electric	BVE	1	1	1	1	1	1	1		0	1	1	1	10	91%	BVE	11
19	City of Banning	COB	1	0	1	1	1	1	1		1	1	1	1	10	91%	COB	11
20	City of Los Angeles	M	1	1	1	1	0	1	1		1	1	1	1	10	91%	M	11
21	T-Mobile, USA	PBM	1	1	1	0	1	1	1		1	1	1	1	10	91%	PBM	11
22	City of Riverside	J	1	1	0	1	1	1	1		1	1	1	1	10	91%	J	11
23	Sonic Telecom, LLC	STL	1	1	1	1	1	1	0		1	1	1	1	10	91%	STL	11
24	AT&T Mobility	LAC	1	1	0	1	1	1	1		1	1	1	1	10	91%	LAC	11
25	City of Pasadena	MP	1	1	1	1	1	1	1		1	1	1	0	10	91%	MP	11
26	City of Glendale	A	1	1	1	1	0	1	1		0	1	1	1	9	82%	A	11
27	City of Azusa	MA	1	0	1	1	0	1	1		1	1	1	1	9	82%	MA	11
28	Mpower/TelePacific	ICG	1	1	1	1	0	1	0		1	1	1	1	9	82%	ICG	11
29	City of Colton	F	1	1	0	1	0	1	1		1	0	1	1	8	73%	F	11
30	Verizon Wireless	ATC	0	1	1	1	0	0	1		1	1	1	1	8	73%	ATC	11
31	Teleport Comm America	TCA	1	0	1	0	0	1	1		1	1	1	0	7	64%	TCA	11
	Total		30	28	28	29	24	30	29	0	29	30	31	29	Total			

Member	ATS	B	BVE	E	EXT	FTR	H/T	M	MCI	MP	NG	TCA	TWC	Totals	YTD
Joint JPAs Billed				198		1	33	29			3		3	267	2016
% of Joint JPAs Billed	0.000	0.000	0.000	0.742	0.000	0.004	0.124	0.109	0.000	0.000	0.011	0.000	0.011	1.00	
Joint JPAs Returned		2	4	54			5	67	1		3		1	137	543
Total Joint JPAs Processed	0	2	4	252	0	1	38	96	1	0	6	0	4	404	
Section 18.1F JPAs included in above						1	35							36	
Multi JPAs Billed	17			53			25	4	2	1	18	1	4	125	543
% of Multi JPAs Billed	0.136	0.000	0.000	0.424	0.000	0.000	0.200	0.032	0.016	0.008	0.144	0.008	0.032	1.00	
Multi JPAs Returned	29			33	9		21	38	23		90		11	254	1443
Total Multi JPAs Processed	46	0	0	86	9	0	46	42	25	1	108	1	15	379	1986
Section 18.1F JPAs included in above	8						42		1	1	15	1		68	
Total # JPAs Billed	17	0	0	251	0	1	58	33	2	1	21	1	7	392	2559
% of JPAs Billed	0.043	0.000	0.000	0.640	0.000	0.003	0.148	0.084	0.005	0.003	0.054	0.003	0.018	1.00	
# of JPAs Returned														391	1986
Total JPAs Processed	46	2	4	338	9	1	84	138	26	1	114	1	19	783	4545
% of JPAs Billed														50.06%	
% of JPAs returned														49.94%	
Member	ATS	B	BVE	E	EXT	FTR	H/T	M	MCI	MP	NG	TCA	TWC	Totals	
Poles Billed (Joint JPAs)				806		4	112	141			3		3	1069	6703
Poles Returned (joint)		4	16	475			13	401	8		10		2	929	3733
Poles Billed (Multi JPAs)	401			271			110	16	8	10	148	15	11	990	2477
Poles Returned (multi)	469			553	135		319	319	350		900		38	3083	11706
Total # Poles Billed (Joint & Multi combined)	401	0	0	1077	0	4	222	157	8	10	151	15	14	2059	10343
% of Total Poles Billed (Joint & Multi combined)	0.195	0.000	0.000	0.523	0.000	0.002	0.108	0.076	0.004	0.005	0.073	0.007	0.007	1.00	
# of Poles Returned														4012	19769
Total Poles Processed	870	4	16	2105	135	4	554	877	366	10	1061	15	54	6071	30112
% of Poles Billed														33.92%	
% of Poles returned														66.08%	
RETURN RATE # OF JPAS	63%	100%	100%	26%	100%	0%	31%	76%	92%	0%	82%	0%	63%		
RETURN RATE # OF POLES	54%	100%	100%	49%	100%	0%	60%	82%	98%	0%	86%	0%	74%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	1338	1210	2548
HELD OVER POLES	6447	12374	18821

Actual JPAs/poles received from 3/6/2024 - 4/5/2024 (April 2024 Bill of Sale):		
	JPAS	POLES
SCE	1884	8238
OTHER MEMBERS	603	6964

Average poles/JPA in 2023	6.63
---------------------------	------

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	1	6
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	6	12
SCE FORM 7 DO NOT BILL	2	9
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
16	67
3178	6948

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	456
OVERTIME E SUBMITTED Poles Billed	1305
OVERTIME E JPAs Processed (Billed + Memos)	498
OVERTIME E Poles Processed (Billed + Memos)	1700
OVERTIME E JPAs Processed Call Back/F7 Do Not Bill	2
OVERTIME E Poles Processed Call Back/F7 Do Not Bill	4

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
456	2674
1305	5181
498	2015
1700	6535
2	2
4	4

PRODUCTIVITY WITHOUT OVERTIME

BILL OF SALE	BILLED JOINT POLES	RETURNED JOINT POLES	JOINT BILLED RATE (longer to process)	JOINT RETURN RATE	BILLED MULTI POLES	RETURNED MULTI POLES	MULTI BILLED RATE (longer to process)	MULTI RETURN RATE	TOTAL PROCESSED POLES	Multi Poles % Processed	POLES RETURN RATE (JT & MULTI)	TOTAL BILLED POLES	BILLED JPAS	NOTES
May-2022	2199	1345	62%	38%	1067	3023	26%	74%	7634	54%	57%	3266	802	ELECTRONIC (Processed 1042 poles from JPAS involving 5+ owners, the office usually processed about 660 poles a month.)
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAS)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAS)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAS)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAS)
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAS than usual
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAS than usual
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAS than usual
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	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	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	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	Electronic
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	Electronic, multi JPAS (3+ parties) high return rate
Feb-2024	1956	716	73%	27%	1163	4330	21%	79%	8165	67%	62%	3119	798	Average month, one holiday
Mar-2024	1667	1216	58%	42%	656	2556	20%	80%	6095	53%	62%	2323	508	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	One staff on medical leave, one staff train the new admin aide full time

12-month average processed poles

12-month average BILLED poles

7647.92

3599.67

Poles processed average per month

Poles BILLED average per month

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Feb-24	1569	240	1809	549	41	590	160.44		11.28	86.73%	13.27%	93.05%	6.95%
Mar-24	1945	395	2340	731	58	789	211.00		11.09	83.12%	16.88%	92.65%	7.35%
Apr-24	1305	395	1700	456	42	498	148.00		11.49	76.76%	23.24%	91.57%	8.43%
Totals	13520	3329	16849	4222	414	4636	1426.94						

Average 12.29

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Feb-24	169	132	301	52	23	75	33.06		9.10	56.15%	43.85%	69.33%	30.67%
Mar-24	408	145	553	116	33	149	70.25		7.87	73.78%	26.22%	77.85%	22.15%
Apr-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	688	336	1024	187	60	247	120.81						

Total 2P+3P hours 1547.75 Grand total in 2023 & 2024
Total 2P+3P poles processed 17,873 Grand total in 2023 & 2024

B/S 4/24: 7 JPAs / 79 poles were called back/sent back due to F7 do not bill after they are processed during OT
B/S 5/24: 2 JPAs / 4 poles were called back/sent back due to F7 do not bill after they are processed during OT

PAGE NO. 1

This authorization is in accordance with Joint Pole Agreement and Routine. The undersigned have agreed on joint work as specified heron.

Date Prepared 1/18/2021

Date Sent 6/29/2021

By Telephone

Date Completed NOV 19 2021

In Field

No. of Pages 3

Confirming Agreement

Auth No NG455354-16-19

COSTS and BILLING DATA

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

SEE PAGE 2

UTILITY	REPRESENTATIVE	DISTRICT-DIVISION-EXCHANGE				APPROVED	TAXING INSTRUCTIONS				ACCOUNTING DATA						
E	HARRY FLUKE					M. Wazewski	Compton / Long Beach / S.F.S.				700062, 408944969						
FTR	Laura Cesmat					18.1D											
NG	Ed Mowles					Joe Serrato	Santa Clara				455354						
POLE NO.		Pole Length	Year Set	Pole Treat	Record			Proposed				Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.		BILL CODE	UTILITY	UTILITY
		Anchor Size		Class	E	FTR	NG		E	FTR	NG				TOTAL AMT	TOTAL AMT	
				Anchor Direct.											AMOUNT	AMOUNT	
					L				L		C				1		
4711322E		75	09	FT / CL1	100				66 - 35 25 - 2		23 - 1				2		
									23 - 5 23						3		
									C 25 TN 24						4		
															5		
					L				L		C				6		
2278876E		75	87	FT / CL1	100				66 - 36 24 - 6		24 - 1				7		
									C 24 TN 21						8		
															9		
															10		
															11		
															12		
															13		
															COL TOT		

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

Artesia

FORM 48 SENT 1/19/2021

PAGE TOTAL

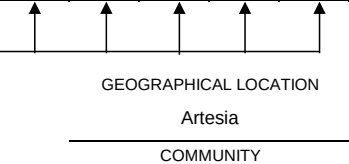
POLE NO.	Pole Length	Year Set	Pole Trt	Record				Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	UTILITY	BILL CODE	UTILITY	ACCOUNTING DIRECTIONS:
	Anchor Size		Class	E	FTR	NG		E	FTR	NG						AMOUNT		AMOUNT	
				L				L		C				NG TO PURCH SEC 4.4 T.M.F. EXIST ARM	1				
2278875E	80	87	FT / CL2	100				70 - 36 27 - 3		24 - 1				166TH ST 40' E/O PIONEER BLVD	2				
								24 - 6 C 27							3				
								TN 25 TN 24						7' SCZ	4				
														PER OPERATING 5/15/2024 NO MUST BE 6' SCZ	5				
				L				L		GUY				NG TO PURCH SEC 4.4 & INST @ 25'6"	6				
2278874E	75	87	FT / CL2	100				66 - 31 29 - 3		26 - 1				166TH ST S/S 105' W/O PIONEER BLVD	7				
								26 - 8 C 28							8				
								C 27 TN 26							9				
	3/4"	17	W							ALL				NG TO PL ANC SEC 3.0	10				
															11				
									GUY	GUY				NG TO PURCH SEC 4.0	12				
														NG TO REARRANGE SEC 10.9 FTR LOWER 12" @ NO COST	13				
189147NOTAG	30		FT / CL5						25 - 1 23 - 5	24 - 1				PIONEER BL E/S 152' N/O 166TH ST	14				
	3/4"	17	N							ALL				NG TO PL ANC SEC 3.0	15				
														FTR TO IDENTIFY POLE CARD & POLE DATE	16				
															17				
															18				
															19				

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COL
TOT

PAGE
TOTAL _____

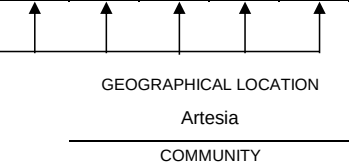
POLE NO.	Pole Length	Year Set	Pole Trt	Record				Proposed					Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL CODE	UTILITY	BILL CODE	UTILITY	ACCOUNTING DIRECTIONS:
	Anchor Size		Class	E	FTR	NG		E	FTR	NG						AMOUNT		AMOUNT	
				12KV	C			12KV	C	GUY				NG TO PURCH SEC 4.0	1				
														UPDATE REC SEC 13.3 FTR	2				
4453896E	50	06	FT / CL4	43 - 13	24 - 6			43 - 13 24 - 1	24 - 1	23 - 1				PIONEER BL E/S 84' N/O 166TH G ST	3				
								22 - 4 TN 24							4				
	1"	ANC	S	.50	.50										5				
															6				
				L	C			L	C	C				NG TO PURCH SEC 4.0, FTR TO PURCH 4.1B	7				
1853428E	55	70	FT / CL3	100	(25 - 1)			48 - 17 23 - 5	25 - 1	24 - 1				PIONEER BL E/S 208' S/O 166TH G ST	8				
															9				
				L	C			L	C	C				NG TO PURCH SEC 4.0, FTR TO PURCH 4.1B	10				
2283740E	55	84	FT / CL3	100	(25 - 1)			48 - 17 23 - 5	25 - 1	24 - 1				PIONEER BL E/S 10' N/O ARKANAS ST	11				
															12				
					C				C	C				NG TO PURCH SEC 4.0	13				
														NG TO PL RISER SEC 3.4	14				
190118NOTAG	55	70	FT / CL3		100				25 - 1 23 - 5	24 - 1				PIONEER BL E/S 341' S/O 166TH G ST	15				
														POLE TOPPED @ 26'	16				
														FTR TO PROVIDE POLE TAG	17				
															18				
															19				
															COL TOT				

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Southern California Joint Pole Committee

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San Dimas, CA 91773
Phone (909) 599-3801
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June 20, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 10:15 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. 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
Ms. Megan LaMon	Crown Castle NG West Inc.
Ms. Aarize Dizon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Alex Parra	City of Riverside
Mr. Irvin Orzuna	City of Glendale
Mr. Joe Armstrong	City of Pasadena
Ms. Yesenia Delgado	Time-Warner Cable
Ms. Lynne LaFrenais	Bear Valley Electric Service, Inc.
Ms. Dianell Caamano	AT&T Mobility
Ms. Claudia Arellano	City of Vernon
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. Tamara Zaki	Boldyn Networks US LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:15 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 **May 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Mr. Treepasian stated that some on the accounts show paid.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen had a staff meeting on May 29, 2024. Ms. Allen informed the staff that a 7' SCZ is not acceptable and that someone must own that foot. This was per the Operating Committee May 15, 2024. The staff trained on a few JPAs. The first JPA was Section 4.2. If the original owner is relinquishing interest Section 5.1B must be used in addition to 4.2. The second JPA we trained on was a JPA that has an item number, an approved authorized cost, and a note on the JPA how to bill the item. The billers should not question the note and bill as stated on the JPA. The third JPA the staff trained on was Section 7.5 with "UN" for year set. Ms. Allen informed the staff that billers can accept "UN" under Section 7.5 since SCJPC does not create a record or use the year set for billing. The member noted the JPA that the base owner did not know the year set and the billers should accept and bill as is and not return the JPA asking the member for a year set. The fourth JPA the staff trained on was on a JPA that the power company was GUY and showed grade and space on 30-9 and TN at 22. Ms. Allen informed the staff that the members do not need to allocate the TN22 separately and that the 22 is included in the grade and space of 30-9. The last JPA the staff trained on was GUY GUY Unauthorized and how billers are to accept and not return in error.

Ms. Allen then stated that she updated a few office documents, the JPC COR procedure instructions and SCJPC issuing a JPC COR on a SCE JPA instructions. Ms. Allen also added billing and checking deadlines to the SCJPC internal deadline sheet; therefore, billers are crystal clear on when they need to finish their billing and checking by.

Lastly, the staff reviewed JPAs returned for the wrong reasons. Ms. Allen reminded the billers that Section 7.13 DOES NOT NEED Section 7.14. The Routine Handbook was updated to show (wood and NON-WOOD) and billers are not to return the JPA asking for Section 7.14 if the new pole is other than wood. Ms. Allen reminded the staff to make sure when returning a JPA for a F7 DO NOT BILL to please make sure they view the correct JPA number when searching.

Mr. Bacon had a question and inquired if on a 45' pole grade and space at 39-9 and the member owns all that space, but that's space does not have to go and be listed as a tenant at 39-9 or 24-6 utilities don't necessarily need to put the tenant in there. Ms. Allen explained that if there was a tenant at 23-1 members would not have to show the grade and space separately. For example, 24-1 23-1 T23 22-4. That tenant's grade and space of 23-1 is included in the 24-6. Ms. Allen explained that a few of the billers thought that tenant's grade and space needed to be allocated separately and Ms. Allen wanted the billers to know they can accept JPAs and do not return if the tenant's grade and space is not allocated separately.

There were no further 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 reported for May 2024 bill of sale the SCJPC office processed 1,355 JPAs, which 900 of them were billed. SCJPC processed a total of 7,543 poles.

There were no questions or comments.

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

SCJPC Office updates:

- *Office productivity without OT*
- *SCE OT monthly report (paid by SCE)*

Ms. Pranata reported the next page shows *Productivity without Overtime* (see attached) and at the bottom of the table the averages show the totals from the last two years. Ms. Pranata explained the first set of numbers are from June 2023 to May 2024. The second set of numbers are from June 2022 to May 2023. The office finalized more poles and JPAs in the last 12 months. The office finalized 3,173 more JPAs and also finalized 9,322 more poles. These numbers meant that the members are submitting JPA's with less errors. The number of poles went up, the number of processed poles decrease because the billers billed more JPAs. When a JPA has no errors, it takes longer for the team to process from start to finish. Ms. Pranata continued finalizing a JPA will go through many steps such as bill, check, type, database input checking, file convert, Form 44 check, and upload. It is faster for billers to return a JPA than to completely finalize the JPA. Most of the time the billers will find errors during the billing stage and therefore the billers stop there, process the memo, and move on to the next JPA. Mr. Treepaisan stated that it makes sense and it's a little counterintuitive thinking that with less errors the staff processes less JPAs. If there are fewer errors, the staff has to process more, and it takes more time. Ms. Black and Mr. Treepasian thanked Ms. Pranata for tracking the data. Ms. LaFrenais added that probably is partly due to Ms. Allen's videos. They are making progress. The members agreed.

Ms. Pranata then reported the next page shows the Overtime paid by Edison (see attached). The current page shown is up to May 2024. The staff is still processing Edison JPAs paid by Edison in the month of June 2024. Ms. Pranata informed Edison they will be getting one more invoice from SCJPC this month. The staff processed 1,803 poles, 547 JPAs during overtime and the staff worked an additional 154 hours for May 2024 Bill of Sale.

There were no further questions or comments.

SCJPC requesting forecast from member for 2024 year

- *Number of poles to be sent to SCJPC monthly*
- *Number of JPAs to be sent to SCJPC monthly*

Ms. Pranata opened and displayed the *2024 Forecast From All Members*. (See attached) Ms. Pranata stated she heard some members mention that these numbers are their ideal numbers. Ms. Pranata inquired if the office should hire another person. One more Administrative Aide is starting next week. However, should the office look for more staff. Mr. Treepasian stated his view on that is if there is a backlog that the office can't keep up with it sounds like the office would need more staff. But currently the office is not fully staffed right now, and the office is still trying to pick up two more Administrative Aides. Ms. Pranata stated one Administrative Aide is almost fully trained and the other one will start next week. Mr. Treepasian inquired when they are up to speed and performing to expectation does Ms. Pranata see the office still falling behind. Mr. Treepasian inquired if the office is going to need one additional biller. Ms. Pranata explained the reason she is asking because of the 2024 Forecast and numbers members submitted show 35,000 poles a month. Mr. Van Stryk stated if more JPAs are getting finalized, it sounds like the office would need more Billers than Administrative Aides. Mr. Harmon stated Ms. Pranata said something like 7,000 or 8,000 poles, last month, and if the forecast is 35,000 a month obviously, they will be anticipating a significant shortage and going to considerably back up if that's what Mr. Harmon is seeing in front of him. That's about a 400% increase on what they are producing right now, if he is not mistaken. Mr. Van Stryk stated if they hire more Administrative Assistants that will not change the number, they can final bill. Mr. Treepasian stated that the baseline is 8,500 monthly and if it quadrupled that would be a problem. Mr. Treepasian then stated what Ms. Pranata is asking is the members that submitted a forecast do the members actually feel they are going to hit that number. There is a large variance between what is being submitted and the forecast. Ms. Black stated that it's proving to be very difficult to achieve the number AT&T California forecasted and it is complicated. Ms. Black estimated way higher than what AT&T California is going to be able to do. Mr. Treepasian stated to hold off on hiring additional staff. If it starts ramping up where the office starts to see above baseline 20% and then it goes to 40% the committee can revisit this. Mr. Treepasian continued as Ms. Black was saying, it sounds like it's a hard number to achieve. If the office is not seeing an increase in the baseline number of poles from last month to this month, Mr. Treepasian would say the office holds off and if it starts ramping up, maybe the office should start looking and then the office can add additional personnel if 35,000 poles a month become a norm. Mr. Parra inquired if this was why the conversation came up about overtime and if a company is forecasting how many poles per month. That is where the overtime comes in because they are going to backlog right away. If a member is submitting first in, for example, Edison is submitted 21,000 poles a month there is going to have to be overtime. Mr. Treepasian agreed and stated if the members could give SCJPC a heads up would be helpful. Mr. Treepasian would hate to ramp up staff and then have extra people and not have the forecast coming in that was anticipated. Mr. Parra stated that he was unsure if the 8,500 was kind of the norm of what staff can output; however, anything above that then Mr. Parra thinks that the OT should be paid by the company that is maxing those numbers out. The City of Riverside has a backlog and once those start to be submitted that would add to the SCJPC backlog and perhaps Mr. Parra stated that City of Riverside be responsible for paying the OT. Mr. Parra then stated there should be a cap and once the member reaches their cap that member be responsible for paying the OT. Mr. Parra added that he does not think members should be responsible for paying OT for other members causing the

OT. Mr. Treepasian understood and then stated to let's see how the numbers are next month and if there is a huge ramping up of incoming JPAs the committee will then address the staffing topic. Mr. Treepasian is unsure that members are going to actually commit to the numbers forecasted. Mr. Treepasian suggestion would be to hold off and wait until the committee sees a ramp up and address the topic of additional staffing then.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

Ms. Black stated AT&T California has a memo that they are trying to fix, but the employee who created the JPA put a password on it, and they've retired. Ms. Black inquired does she have to have somebody else retype it therefore it can be resent since SCJPC wants members to send back all the corrections on the original memo. In that case, does SCJPC want the memo that AT&T California couldn't alter and fix with the new final bill. Ms. Allen stated she can submit as is and that Ms. Allen has records of all the memos and if need be, Ms. Allen could pull up the memo JPA and refer to it. Ms. Black thanked Ms. Allen.

There were no further questions or comments.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renter – Pomona Valley Hospital*

Mr. Treepaisan inquired to Ms. Pranata if there was anything new. Ms. Pranata replied no and inquired if the committee has any suggestions what to do with the SCJPC memorabilia. Ms. Pranata's suggestion was to get a storage place. However, Ms. Pranata was unsure if the committee wants to store it at another member's company. Ms. Pranata asked the committee to please let her know. Ms. DeBarge stated that hopefully all the members will be there next month, and they can look at what is there and see if they have space at their facilities to display.

There were no further questions or comments.

Meeting at the SCJPC office (San Dimas, CA), July 17, 2024

Mr. Treepasian announced that a in person meeting will be held at the SCJPC office in San Dimas, CA for the July 17, 2024, meetings. Those that can't attend in person could still attend via teleconference.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

Mr. Treepasian stated that ATS, MCI, and NXT requested a one-time training session at the SCJPC office. Mr. Treepasian inquired if that is similar to what Extenet did as far as paying the SCJPC for training. Ms. DeBarge inquired if that cuts into billing. Ms. McLean stated she would like to go again. Ms. Pranata stated SCJPC did not bill Extenet. Ms. McLean confirmed SCJPC did not. Ms. Pranata explained it was a one-time training session and not a monthly or yearly training session. Mr. Parra stated maybe it should be so SCJPC can get some extra funds in there. Mr. Parra stated that that the City of Riverside would be interested in maybe sending people there if it is an option. Ms. Pranata clarified that SCJPC trains only on the Final JPA and not on the Preliminary Process. Ms. Allen had a question. Ms. Allen inquired is this a memo review session or what exactly is SCJPC training on. Ms. Allen assumes she will be doing the training and wants to make sure that she is clear and knows what is needed. Mr. Treepasian inquired if Mr. Miller was on the call. Mr. Miller was not. Mr. Treepasian asked Mr. Harmon if he had any insight on what Mr. Miller was trying to get training on. Mr. Harmon did not and stated that he could reach out next time he got an opportunity. Ms. McLean stated that Extenet attended, and it was amazing. Some of the little questions they didn't know or didn't remember got answered. Ms. McLean then stated Extenet would like to go for a refresher if it is allowed when Mr. Millers team is there. Mr. Treepasian stated it sounds like there's a lot of interest from multiple members of having a training session and maybe the committee can figure a way to incorporate something like that. Mr. Treepasian inquired if that is something doable or is it better to do per company as far as what SCJPC did with Extenet and maybe what Mr. Miller is asking. Ms. Pranata stated it depends on how many employees members are going to bring. When SCJPC had the meeting with Extenet the conference room was full for just one company. Ms. Black stated that if a company has specific questions, Ms. Allen has done an amazing job on the videos. Ms. Black encourages everyone to go through them one at a time and it's when Ms. Black relistened, she learned something else. It's just been great and if there isn't a topic being covered, get that to Ms. Allen and she can maybe record a video. Mr. Treepaisan stated to get some clarification from Mr. Miller and the committee can figure out some logistics of what Mr. Miller wants and what other members want. SCJPC can facilitate something for all members or facilitate something for certain members. It seems like there is always an interest in training of some sort. The committee can throw deeper into that and find out number one what specifics Mr. Miller wants training on and number two, maybe figure out something where SCJPC can do an annual training and refresher session or something for all members of some sort if there is interest.

This item has been tabled until next month.

MISC

There were none.

Review of Action Items:

- Mr. Miller to clarify his expectations of training from SCJPC.

The meeting adjourned at 10:41 a.m. until July 17, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		May 31, 2024			YTD Through May, 31 2024			% Variance	Annual Budget
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
<u>EMPLOYEE EXPENSE</u>	Details								
Salaries		77,907	84,521.51	(6,614.43)	389,535	306,416.19	83,119.22	21%	934,884.98
Regular (Budgeted)	84,521.51	-	-	-	-	-	-		
	Three paydays in May			-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,061.01	1,105.66	45,833	40,805.00	5,028.33	11%	110,000.00
Health/Dental	8,061.01			-	-	-	-		
Life (quarterly)	-			-	-	-	-		
				-	-	-	-		
Payroll Taxes	Three paydays in May	6,233	5,798.91	433.66	31,163	22,545.95	8,616.88	28%	74,790.80
				-	-	-	-		
Workers Compensation		383	276.83	106.50	1,917	2,910.15	(993.48)	-52%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	69.73	(48.90)	104	232.03	(127.86)	-123%	250.00
<u>PENSION EXPENSE</u>				-		-	-		
Contribution-SEP IRA	Three paydays in May	7,214	8,171.52	(957.47)	36,070	29,817.70	6,252.56	17%	86,568.61
				-	-	-	-		
				-	-	-	-		
<u>MONTHLY RECURRING</u>				-		-	-		
Rent		10,136	9,985.44	150.36	50,679	49,927.20	751.80	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	292	173.97	117.70	40%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	578.22	(16.22)	2,810	2,839.23	(29.23)	-1%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	345	345.00	-	0%	828.00
Postage & Shipping		17	19.70	(3.03)	83	234.79	(151.46)	-182%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	875	1,441.80	(566.80)	-65%	2,100.00
				-	-	-	-		
				-	-	-	-		
<u>EQUIPMENT & FURNITURE</u>				-		-	-		
				-	-	-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	10.41	(2.08)	42	10.41	31.26	75%	100.00
				-		-	-		
				-		-	-		
				-		-	-		

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

OPERATING EXPENSES		May 31, 2024			YTD Through May, 31 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
	Details							Variance	Budget
NETWORK SYSTEM				-		-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,170.25	446.42	8,083	5,903.75	2,179.58	0	19,400.00
FRIEND Support		400	400.00	-	2,000	2,000.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	8,167	6,910.22	1,256.45	15%	19,600.00
Computer (repair, maintenance, supplies)		141	-	140.83	704	672.35	31.82	5%	1,690.00
				-		-	-		
PRINTING & SUPPLY				-		-	-		
Office Printing		8	-	8.33	42	-	41.67	100%	100.00
Office Supplies		51	90.58	(39.75)	254	182.40	71.77	28%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES				-		-	-		
CPA/Yearly Financial Review		417	4,245.00	(3,828.33)	2,083	5,325.00	(3,241.67)	-156%	5,000.00
Attorney*		500	499.00	1.00	2,500	2,495.00	5.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE				-		-	-		
Payroll Service Fees		115	94.00	21.00	575	470.00	105.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	42	204.31	(162.64)	-390%	100.00
Publications/Subscriptions/Reference (Docusign)	Pro-Rated Docusign	21	-	20.83	104	201.33	(97.16)	-93%	250.00
Seminars, professional development, & tuition		117	239.88	(123.21)	583	239.88	343.45	59%	1,400.00
Team Building	Semi Annual	63	-	62.50	313	-	312.50	100%	750.00
Member Retirement plaques		42	-	41.67	208	-	208.33	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	250	491.68	(241.68)	-97%	600.00
Total Operating Expenses		117,131.33	125,682.12	(8,550.79)	585,656.66	501,535.05	103,103.00	18%	1,405,575.99

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

OPERATING EXPENSES		May 31, 2024			YTD Through May, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification		151	-	150.83	754	-	754.17	100%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	14,063	-	14,062.50	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT	3,333	-	3,333.33	16,667	25,489.10	(8,822.43)	-53%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	337.26	33.57	1,854	1,673.22	180.95	10%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	6,250	13,416.46	(7,166.46)	-115%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	337.26	7,580.24	39,587.50	40,578.78	(991.28)	-3%	95,010.00
Interest Earned/Misc Income			(0.40)			(1.97)			
						-			
						-			
TOTAL		125,048.83	126,018.98	(970.55)	625,244.16	542,111.86	102,111.72	16%	1,500,585.99
SCE SPECIAL BILLING TOTAL			14,477.01			61,827.15			
TOTAL WITH SCE OT BILLING			140,495.99			603,939.01			
*Items in blue are assessed equally									
6/5/2024									

Delinquent Accounts
As of 6/13/2024

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	Feb 2024	March 31, 2024	5/30/2024	\$ 916.04	22087	LAC	6/11/2024	LACJPA@motiveis.com	JT	GV	5/8/2024
AT&T Mobility	March 2024	April 30, 2024	6/29/2024	\$ 1,608.41	22119	LAC		Not 60 days, will email the following month		JT	6/11/2024
Crown Castle NG West Inc.	Feb 2024	March 31, 2024	5/30/2024	\$ 2,183.66	22098	NG	6/11/2024	JPA@crowncastle.com	JT	GV	5/8/2024
Extenet Systems	Feb 2024	March 31, 2024	5/30/2024	\$ 822.33	22101	EXT	6/11/2024	ap@extenetsystems.com ; jnadesk@extenetsystems.com	JT	GV	5/8/2024
MCI METRO/ATS	March 2024	April 30, 2024	6/29/2024	\$ 1,780.70	22120	ATS		Not 60 days, will email the following month		JT	6/11/2024
MCI TELECOMMUNICATIONS	March 2024	April 30, 2024	6/29/2024	\$ 1,531.03	22121	MCI		Not 60 days, will email the following month		JT	6/11/2024
Sprint-Nextel Corporation	Feb 2024	March 31, 2024	5/30/2024	\$ 835.33	22084	SPR	6/11/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT	GV	5/8/2024
Sprint-Nextel Corporation	March 2024	April 30, 2024	6/29/2024	\$ 1,499.63	22116	SPR		Not 60 days, will email the following month		JT	6/11/2024
Teleport Comm. America LLC	March 2024	April 30, 2024	6/29/2024	\$ 1,849.51	22106	TCA		Not 60 days, will email the following month		JT	6/11/2024
Verizon Wireless	Feb 2024	March 31, 2024	5/30/2024	\$ 1,269.51	22073	ATC	6/11/2024	Marco.Murillo@VerizonWireless.com ; ATCJPA@motiveis.com ; JHarmon@motiveis.com	JT	GV	5/8/2024
Verizon Wireless	March 2024	April 30, 2024	6/29/2024	\$ 2,085.60	22105	ATC		Not 60 days, will email the following month		JT	6/11/2024
XO Communications	March 2024	April 30, 2024	6/29/2024	\$ 1,558.77	22126	NXT		Not 60 days, will email the following month		JT	6/11/2024

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

TOTAL

\$ 17,940.52

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-  = 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
JUNE 2023 - MAY 2024**

		MBR CODE	2023 JUN	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	Mobilitie LLC	MOB	1	1	1	1	1	1		1	1	1	1	1	11	100%	MOB	11
10	Sprint Communications	FON	1	1	1	1	1	1		1	1	1	1	1	11	100%	FON	11
11	Sprint-Nextel	SPR	1	1	1	1	1	1		1	1	1	1	1	11	100%	SPR	11
12	City of Lompoc	LLW	1	1	1	1	1	1		1	1	1	1	1	11	100%	LLW	11
13	City of Anaheim	D	1	1	1	1	1	1		1	1	1	1	1	11	100%	D	11
14	ExteNet Systems	EXT	1	1	1	1	1	1		1	1	1	1	1	11	100%	EXT	11
15	MCI/Metro	ATS	1	1	1	1	1	1		1	1	1	1	0	10	91%	ATS	11
16	MCI Communications	MCI	1	1	1	1	1	1		1	1	1	1	0	10	91%	MCI	11
17	XO Communications	NXT	1	1	1	1	1	1		1	1	1	1	0	10	91%	NXT	11
18	City of Banning	COB	0	1	1	1	1	1		1	1	1	1	1	10	91%	COB	11
19	City of Los Angeles	M	1	1	1	0	1	1		1	1	1	1	1	10	91%	M	11
20	T-Mobile, USA	PBM	1	1	0	1	1	1		1	1	1	1	1	10	91%	PBM	11
21	City of Riverside	J	1	0	1	1	1	1		1	1	1	1	1	10	91%	J	11
22	AT&T Mobility	LAC	1	0	1	1	1	1		1	1	1	1	1	10	91%	LAC	11
23	City of Pasadena	MP	1	1	1	1	1	1		1	1	1	0	1	10	91%	MP	11
24	Bear Valley Electric	BVE	1	1	1	1	1	1		0	1	1	1	0	9	82%	BVE	11
25	Sonic Telecom, LLC	STL	1	1	1	1	1	0		1	1	1	1	0	9	82%	STL	11
26	City of Glendale	A	1	1	1	0	1	1		0	1	1	1	1	9	82%	A	11
27	City of Azusa	MA	0	1	1	0	1	1		1	1	1	1	1	9	82%	MA	11
28	Mpower/TelePacific	ICG	1	1	1	0	1	0		1	1	1	1	1	9	82%	ICG	11
29	Verizon Wireless	ATC	1	1	1	0	0	1		1	1	1	1	1	9	82%	ATC	11
30	City of Colton	F	1	0	1	0	1	1		1	0	1	1	0	7	64%	F	11
31	Teleport Comm America	TCA	0	1	0	0	1	1		1	1	1	0	0	6	55%	TCA	11
	Total		28	28	29	24	30	29	0	29	30	31	29	24	Total			

Member	ATC	ATS	B	BVE	COB	E	EXT	FTR	H/T	M	MA	MCI	MP	NG	TWC	Totals	YTD
Joint JPAs Billed				5		637		1	3	17	4		3	16		686	2702
% of Joint JPAs Billed	0.000	0.000	0.000	0.007	0.000	0.929	0.000	0.001	0.004	0.025	0.006	0.000	0.004	0.023	0.000	1.00	
Joint JPAs Returned	1			3	2	78	1		3	53	2		5	13		161	704
Total Joint JPAs Processed	1	0	0	8	2	715	1	1	6	70	6	0	8	29	0	847	
Section 18.1F JPAs included in above								1	4							5	
Multi JPAs Billed		10				160	4		3	1				35	1	214	757
% of Multi JPAs Billed	0.000	0.047	0.000	0.000	0.000	0.748	0.019	0.000	0.014	0.005	0.000	0.000	0.000	0.164	0.005	1.00	
Multi JPAs Returned	3	26	1	1		67	5	1	2	21	1	17		145	4	294	1737
Total Multi JPAs Processed	3	36	1	1	0	227	9	1	5	22	1	17	0	180	5	508	2494
Section 18.1F JPAs included in above		6					1	1	4			2		13	1	28	
Total # JPAs Billed	0	10	0	5	0	797	4	1	6	18	4	0	3	51	1	900	3459
% of JPAs Billed	0.000	0.011	0.000	0.006	0.000	0.886	0.004	0.001	0.007	0.020	0.004	0.000	0.003	0.057	0.001	1.00	
# of JPAs Returned																455	2441
Total JPAs Processed	4	36	1	9	2	942	10	2	11	92	7	17	8	209	5	1355	5900
% of JPAs Billed																66.42%	
% of JPAs returned																33.58%	
Member	ATC	ATS	B	BVE	COB	E	EXT	FTR	H/T	M	MA	MCI	MP	NG	TWC	Totals	
Poles Billed (Joint JPAs)				57		1991		33	10	123	7		6	28		2255	8958
Poles Returned (joint)	1			46	4	622	3		8	280	6		10	60		1040	4773
Poles Billed (Multi JPAs)		198				680	32		10	2				193	2	1117	3594
Poles Returned (multi)	18	577	21	12		518	51	21	18	125	2	195		1522	51	3131	14837
Total # Poles Billed (Joint & Multi combined)	0	198	0	57	0	2671	32	33	20	125	7	0	6	221	2	3372	13715
% of Total Poles Billed (Joint & Multi combined)	0.000	0.059	0.000	0.017	0.000	0.792	0.009	0.010	0.006	0.037	0.002	0.000	0.002	0.066	0.001	1.00	
# of Poles Returned																4171	23940
Total Poles Processed	19	775	21	115	4	3811	86	54	46	530	15	195	16	1803	53	7543	37655
% of Poles Billed																44.70%	
% of Poles returned																55.30%	
RETURN RATE # OF JPAS	100%	72%	100%	44%	100%	15%	60%	50%	45%	80%	43%	100%	63%	76%	80%		
RETURN RATE # OF POLES	100%	74%	100%	50%	100%	30%	63%	39%	57%	76%	53%	100%	63%	88%	96%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	1307	1577	2884
HELD OVER POLES	6555	15711	22266

Actual JPAs/poles received from 4/6/2024 - 5/3/2024 (May 2024 Bill of Sale):		
	JPAS	POLES
SCE	1490	6179
OTHER MEMBERS	741	6558

Average poles/JPA in 2023	6.38
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Call Backs & F7 Do Not Bill received AFTER we finished processing (final-billed) the JPAs	JPAS	POLES
Call Backs	1	1
F7 Do not Bill	3	5
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	4	20
SCE FORM 7 DO NOT BILL	3	5
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
18	85
1041	7989

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	511
OVERTIME E SUBMITTED Poles Billed	1573
OVERTIME E JPAs Processed (Billed + Memos)	547
OVERTIME E Poles Processed (Billed + Memos)	1803
OVERTIME E JPAs Processed Call Back/F7 Do Not Bill	0
OVERTIME E Poles Processed Call Back/F7 Do Not Bill	0

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
511	3185
1573	6754
547	2562
1803	8338
0	2
0	4

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	NOTES	Number of JPAs processed total
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	Electronic	1547
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	Electronic. (3 staff had vac days)	1380
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	Electronic	1448
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	Electronic (one holiday, multiple employees were out sick and out on	1196
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	Electronic	1130
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	Electronic (high return rate ATS JPAS Ridgeline)tel)	1034
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	Electronic (high return rate ATS JPAS Ridgeline)tel)	1255
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	Electronic (high return rate ATS JPAS Ridgeline)tel)	1115
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	Electronic (high return rate ATS JPAS Ridgeline)tel)	1218
Mar-2023	2543	1771	59%	41%	957	4182	19%	81%	9453	54%	63%	3500	604	Electronic	1101
Apr-2023	1589	1792	47%	53%	812	2214	27%	73%	6407	47%	63%	2401	495	Electronic, members submitted less JPAs than usual	933
May-2023	2587	2224	54%	46%	734	2941	20%	80%	8486	43%	61%	3321	816	Electronic, members submitted less JPAs than usual	1347
Jun-2023	3295	1518	68%	32%	532	2110	20%	80%	7455	35%	49%	3827	821	Electronic, members submitted less JPAs than usual	1163
Jul-2023	3103	2895	52%	48%	1037	4130	20%	80%	11165	46%	63%	4140	965	Electronic	1573
Aug-2023	4119	2442	63%	37%	1202	1560	44%	56%	9323	30%	43%	5321	954	Electronic (One employee on vac 3 weeks)	1346
Sep-2023	3975	1638	71%	29%	1313	1239	51%	49%	8165	31%	35%	5288	1126	Electronic (multiple employees were out sick, due to covid and other illness) Highest in Billed JPAs. High volume of billed poles.	1460
Oct-2023	3348	1304	72%	28%	880	2458	26%	74%	7990	42%	47%	4228	1203	Electronic (one employee on vac). Billed and processed JPA numbers totals are the highest in 2023 so far.	1585
Nov-2023	2717	860	76%	24%	1009	3038	25%	75%	7624	53%	51%	3726	863	Electronic (one employee on vac), lost admin aide C.Odle, Thanksgiving holiday	1227
Dec-2023	2180	1220	64%	36%	822	4881	14%	86%	9103	63%	67%	3002	753	Electronic	1422
Jan-2024	2011	872	70%	30%	831	6067	12%	88%	9781	71%	71%	2842	861	Electronic, multi JPAs (3+ parties) high return rate	1518
Feb-2024	1956	716	73%	27%	1163	4330	21%	79%	8165	67%	62%	3119	798	Average month, one holiday	1328
Mar-2024	1667	1216	58%	42%	656	2556	20%	80%	6095	53%	62%	2323	508	One staff on medical leave, one staff on vacation for 2 weeks, training a new admin aide	916
Apr-2024	1069	929	54%	46%	990	3083	24%	76%	6071	67%	66%	2059	392	One staff on medical leave, one staff train the new admin aide full time	783
May-2024	2255	1040	68%	32%	1117	3131	26%	74%	7543	56%	55%	3372	900	Average month, one holiday, admin aide is still in training	1355

June 2023-May 2024

12-month average processed poles

8,206.67

Poles processed average per month

June 2023-May 2024

12-month average Billed poles

3,603.92

Poles Billed average per month

June 2023-May 2024

12-month Total Billed JPAs

10,144

JPAs Billed

June 2023-May 2024

12-month Total Billed Poles

43,247

Poles Billed

June 2023-May 2024

12-month Total Processed Poles

98,480

Processed Poles

Comparison June 2022-May 2023

12-month average processed poles

9,551.83

Poles processed average per month (high return rate of ATS JPAs from Ridgeline)tel)

Comparison June 2022-May 2023

12-month average BILLED poles

2,827.08

Poles Billed average per month

Comparison June 2022-May 2023

12-month Total Billed JPAs

6,971

JPAs Billed

Comparison June 2022-May 2023

12-month Total Billed Poles

33,925

Poles Billed

Comparison June 2022-May 2023

12-month Total Processed Poles

114,622

Processed Poles (high return rate of ATS JPAs from Ridgeline)tel)

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Feb-24	1569	240	1809	549	41	590	160.44		11.28	86.73%	13.27%	93.05%	6.95%
Mar-24	1945	395	2340	731	58	789	211.00		11.09	83.12%	16.88%	92.65%	7.35%
Apr-24	1305	395	1700	456	42	498	148.00		11.49	76.76%	23.24%	91.57%	8.43%
May-24	1573	230	1803	511	36	547	154.00		11.71	87.24%	12.76%	93.42%	6.58%
Totals	15093	3559	18652	4733	450	5183	1580.94						

Average 12.29

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Feb-24	169	132	301	52	23	75	33.06		9.10	56.15%	43.85%	69.33%	30.67%
Mar-24	408	145	553	116	33	149	70.25		7.87	73.78%	26.22%	77.85%	22.15%
Apr-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
May-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	688	336	1024	187	60	247	120.81						

Total 2P+3P hours 1701.75 Grand total in 2023 & 2024
Total 2P+3P poles processed 19,676 Grand total in 2023 & 2024

B/S 4/24: 7 JPAs / 79 poles were called back/sent back due to F7 do not bill after they are processed during OT
B/S 5/24: 2 JPAs / 4 poles were called back/sent back due to F7 do not bill after they are processed during OT

2024 FORECAST FROM ALL MEMBERS

		MONTHLY	MONTHLY	YEARLY	YEARLY	
Code	Company Name	FORECAST # OF JPAS	FORECAST # OF POLES	FORECAST # OF JPAS	FORECAST # OF POLES	Notes
A	City of Glendale			0	0	
AMT	ATC-Outdoor DAS, LLC	0	0	0	0	4/11/2024
ATC	Verizon Wireless			0	0	
ATS	MCI Metro/ATS	100	2300	1200	27600	Approximately 2,300 per month from April through July 2024. For August through October 2024, will probably go down to about 500 poles per month. Approximately 100 JPAs per month from April through July 2024. For August through October 2024, will probably go down to about 22 JPAs per month.
B	City of Burbank			0	0	
BVE	Bear Valley Electric, Inc	9	130	108	1560	2/22/2024
COB	City of Banning			0	0	
D	City of Anaheim			0	0	
E	So. Calif. Edison Co.	5280	21120	63360	253440	2/12/2024
EXT	ExteNet Systems, Inc.	20	500	240	6000	4/17/2024
F	City of Colton	2	2	24	24	2/15/2024
FTR	Frontier Communications			0	0	
FON	Sprint Comm, L.P.			0	0	
H / T	AT&T California	200	500	2400	6000	2/7/2024
ICG	Mpower Communications	0	0	0	0	2/7/2024
J	City of Riverside			0	0	
LAC	AT&T Mobility			0	0	
LLW	City of Lompoc	1	10	12	120	4/18/2024
M	City of Los Angeles	50	1000	600	12000	
MA	City of Azusa			0	0	
MCI	MCI Telecommunications			0	0	
MOB	Mobilitie, LLC			0	0	
MP	City of Pasadena			0	0	
NG	Crown Castle NG West Inc.	800	9500	9600	114000	
NXT	XO Communications			0	0	
PBM	T-Mobile USA, Inc.	5	10	60	120	4/11/2024
SPR	Sprint Nextel Corporation			0	0	
STL	Sonic Telecom, LLC.	0	0	0	0	2/6/2024
TCA	Teleport Communications America, LLC			0	0	
TWC	Time Warner Cable	50	100	600	1200	5/8/2024
V	City of Vernon			0	0	
	TOTAL FORECAST		35,172.00		422,064.00	

poles per month

poles per year

Southern California Joint Pole Committee

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San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825

July 17, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:32 a.m., at the Committee office.

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. Silvana Ray	Southern California Edison
Ms. April DeBarge	Southern California Edison
Ms. Marisol Bailey	Southern California Edison
Mr. Kevin Flores	Southern California Edison
Ms. Carla Stephen	Southern California Edison
Ms. Shelby Mulvehill	Southern California Edison
Mr. Rick Romo	Southern California Edison
Mr. Sam Picazo	Southern California Edison
Ms. Chelsea Martin	Southern California Edison
Ms. Silvia Villasenor	Southern California Edison
Ms. Megan LaMon	Crown Castle NG West Inc.
Mr. Jeremy Harmon	Verizon Wireless
Mr. Matthew Miller	MCI Metro ATS/MCI Telecommunications
	XO Communications
Mr. Michael Troung	City of Burbank
Mr. Nick Van Stryk	City of Vernon (Petrelli Electric)
Ms. Linda McLean	Extenet Systems
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Those attending via teleconference were:

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. Robert Stanard	AT&T California
Mr. Alex Parra	City of Riverside
Mr. John Vu	City of Anaheim
Ms. Maribel Sanchez	Teleport Communications America
Ms. Yesenia Delgado	Time-Warner Cable
Mr. Isaiah Zamorano	Bear Valley Electric Service, Inc.
Ms. Dianell Caamano	AT&T Mobility

Ms. Alyssa Aguliar	City of Colton
Mr. Ben Coffey	City of Banning
Mr. David Campo	City of Lompoc
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

Chairperson, Mr. Treepaisan called the meeting to order at 9:32 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 **June 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Mr. Treepasian stated that the list is a little smaller and then inquired if members had any questions or concerns about delinquencies.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen had a staff meeting on July 1, 2024. Ms. Allen showed the staff how to use the percent chart she previously created to figure out the percent for engineered steel poles. Ms. Allen shared an example and trained the staff on a JPA that showed inconsistent anchor directions on the pole record. For example, east was shown in the anchor field and west was shown in the bill of sale area. SCJPC staff should see if they could research the pole to see if they have the original JPA on record. If they do have on record the staff is to fix the direction. However, if a member submits a JPA and the direction is incorrect on the JPA billers should not return the JPA since it was an SCJPC error. Ms. Allen created a new example document and went over with the staff on typing and updating pole records, therefore all staff update, and type pole records the same way. Ms. Allen stated she went into detail on the typing codes and how exactly to update the pole records. Once again for all staff to type and update the same way to stay consistent. Ms. DeBarge inquired how does Ms. Allen know if it is a SCJPC error and not a member error. Ms. Allen explained that billers have to research for the JPA. If the JPA is on record billers can confirm the error. For example, the JPA the staff trained on showed the direction as East in the anchor field and in the bill of sale the direction showed West. Ms. Allen researched the JPA and found the original JPA was on file. Ms. Allen verified the direction on the original JPA was East. Ms. Allen knew it was an SCJPC error since SCJPC types the pole records.

There were no further 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 reported for June 2024 bill of sale was a regular month. One biller was back from medical leave. The staff processed 9,476 poles. There is a backlog which was highlighted in blue on the screen. (see attached). Edison has a total of 1,216 JPAs backlogged and other members has a total of 1,800 JPAs backlogged.

There were no questions or comments.

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

SCJPC Office updates:

- *Office productivity without OT*
- *SCE OT monthly report*
 - *Paid by SCE, June 2024 was the last month SCE paid for OT*
 - *Starting July 2024 Bill of sale, SCJPC will pay for OT*

Ms. Pranata reported the next page shows *Productivity without Overtime* (see attached) and reiterated that last month was a regular month with one holiday. The staff processed a total of 1,516 JPAs and the staff finalized 939 JPAs.

Ms. Pranata then reported that last month was the last month that Edison solely paid for overtime. Starting July 2024 bill of sale SCJPC (all members) will pay for overtime. The staff worked an additional 139.75 hours.

There were no further questions or comments.

Members submitting forecast for 2024 year: 35,172 poles per month

- *Staffing for members' forecasts*

Ms. Pranata inquired if Edison was going to start submitting more JPAs. Ms. Ray stated Edison is submitting daily and stated her question was on forecasting. Currently the SCJPC office is backlogged two months. Ms. Ray inquired if that is the norm and if SCJPC is going to ramp up to make sure staffing is sufficient. Ms. Pranata stated that being behind two months is not the norm. Ms. Pranata then stated that she hired one more person to help out with the office. Ms. Pranata then inquired if Edison had an updated forecast. Ms. DeBarge stated that last month Edison sent in 7,000 poles and that should be the forecast monthly. Mr. Treepaisan stated the office baseline is around 8,500 processed poles monthly and an influx of 7,000 poles and that is just from Edison. Mr. Treepaisan inquired if the office is making headway with the backlog. Ms. Ray stated that Edison was pacing sending in JPAs because there is only so much that could be sent over. Ms. Ray stated it sounds like SCJPC needs to start ramping up staff because if members are having to adjust, and Edison having to pace themselves therefore they are not overwhelming SCJPC that something needs to change. Ms. Pranata inquired if she should hire another person. Mr. Treepaisan stated that is what the committee is getting at and to do it. Ms. Pranata inquired if she should hire a new person this year or next year. Ms. Pranata then stated she has no budget for an additional person this year. Mr. Treepaisan stated giving the training time sooner would be better and even if there's something unanticipated and costs go up Mr.

Treepaisan thinks it's justified with the volume. Ms. Pranata stated she will start looking for another employee. Ms. Pranata then stated she will have to purchase equipment as well. Mr. Treepaisan stated yes to all the associated expenses with hiring an additional person.

Ms. Pranata stated that the members reported that about 35,000 poles total should be submitted monthly. However, SCJPC has not seen that. Ms. Pranata stated SCJPC would be hiring an additional person. Mr. Treepaisan stated the committee would keep that number up incase between now and December it reflects that.

There were no further questions or comments.

Billing Errors/ Billing Questions (standing agenda)

Ms. Black stated AT&T California has memos that they are trying to fix, but the JPAs are password protected and unknown. Ms. Black inquired if she could retype it, fix the error, and send back with the memo document. Ms. Allen stated that Ms. Black could send the fixed JPA back without the memo document. Ms. Black then inquired if they are able to get into the memo, SCJPC would prefer members to fix the memo. Ms. Allen stated yes if possible.

There were no further questions or comments.

Lease Agreement

- *Real estate attorney \$425/hr – 2-3 hrs to review*
- *Action items from last month:*
- *The Committee to continue to explore the options into subleasing and what to do with the office space*
- *Possible renter – Pomona Valley Hospital*
- *Members to think about what to do with SCJPC's memorabilia*

Mr. Treepaisan inquired to Ms. Pranata if there was anything new with the Lease Agreement. Ms. Pranata stated there was nothing new.

There were no further questions or comments.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

Mr. Treepasian stated that ATS, MCI, and NXT requested a one-time training session at the SCJPC office. Mr. Treepasian then stated that it expanded to other members wanting to be trained as well. Ms. McLean stated that she requested a refresher. Mr. Miller stated that he would like SCJPC to go over the documents and the JPA process to make sure his team understood the process in hopes to minimize memos. Mr. Treepaisan inquired if it would be the process from F2 to the final bill. Mr. Miller replied yes. Ms. Pranata stated that SCJPC could only train on the final bill. SCJPC does not handle what is going on before the final bill. Mr. Miller stated okay and whichever part SCJPC feels comfortable with providing training for, they will be

glad to participate in. Ms. Pranata inquired if Mr. Miller wants it to be in person at the San Dimas office, or would it be online. Mr. Miller asked if they could do a combination of both and Ms. Pranata replied okay. Mr. Treepaisan inquired how many people would attend. Mr. Miller stated no more than ten. Ms. DeBarge inquired if Ms. Allen's videos had been helpful at all to them. Ms. McLean stated she has seen the videos and Ms. McLean feels they are amazing because she went through them to double check the correction of records and figure out how to do them. Ms. McLean stated for her it is multiple things including the process and how to send them following SCJPC format. Ms. McLean stated that Extenet has a lot of memos and having a refresher would be helpful. Mr. Miller stated that a training event would be a good way to focus on their participation. Then Mr. Miller could tie the training to the videos. If they have that experience where they go through have somebody to talk to and they have the connection to it and now the videos have relevance. Ms. Ray inquired if this would be a one-time after-hours type thing. Ms. Ray is concerned about taking time away from the final billing to train. Mr. Miller stated this would be a one-time event and explained he has a bunch of new personnel that he needs to bring into the process. Mr. Treepaisan stated that perhaps Mr. Miller could create a training video and then Mr. Miller's company could review with their people pausing the video to ask questions. Mr. Treepaisan then stated that he understands what Mr. Miller is saying there's an issue with the training of not knowing; however, that's also not uniformly expressed by all Members therefore, Mr. Treepaisan would like to do something fairly by how the committee utilize the resources of the office to train members as well as meet the backlog. Mr. Miller stated that they would be glad to find other means to facilitate a better flow through their documentation, because one of the things that adds time to SCJPC's process is documentation that's improperly filled out and sent in and then rejected. Mr. Miller explained that he noticed that they had a higher experience of that than he would have thought. Edison provided Mr. Miller with a number of applications, Form 2 Final, they said there were improperly filled out or improperly completed. The training session Mr. Miller is requesting is really to help the other members' process flow more smoothly and to cut down on the amount of rejections and paperwork that they have to do. Mr. Miller continued SCJPC could also help with interpretations because if one watches a video and one's interpretation is wrong, then the company's interpretation of it is just going to continue to be wrong other than getting it from the source, which would be the SCJPC. Mr. Miller then stated training sessions are a good route, especially companies that are having a hard time. Mr. Treepaisan stated that he agrees with the training, but what Mr. Treepaisan is looking at is providing training for every member of the same manner every month. In all fairness, every company's going to have their newbies and needs additional training. Mr. Treepaisan is trying to differentiate the training for Mr. Miller. Maybe similar at a committee meeting. A couple representatives from each utility could go through the training therefore it's not for Mr. Millers benefit. That way Mr. Miller could disseminate the questions he had back to his own group. Essentially a smaller subgroup is being trained and then members take that back to their own company is kind of what Mr. Treepaisan is thinking. Mr. Miller liked that. Ms. McLean stated that training sessions do take time away from Ms. Allen doing her job; however, the training session helps members pay base owners quicker. Mr. Treepaisan stated the office will have to ramp up on staff because there would be less errors and JPAs will take more time to process. And as members get better, JPAs

should get better and SCJPC will probably have to hire more staff to keep up with the workload.

After some further discussion the members agreed that Mr. Treepaisan would come up with an outline on training for next month and see if all members agree to it.

MISC

Processing JPAs – First in and first out (A. DeBarge 7/17/2024)

Ms. DeBarge inquired for first in, and first out is that measured by the date when the email is received. Ms. Pranata stated yes. Mr. Bacon inquired how will the office disburse that. What if one was to come in with 300 JPAs on January 1st, and then somebody comes in afterwards and SCJPC gets locked up for the next three months of who is to get JPA service. Mr. Bacon inquired if there is a way SCJPC was thinking of dispersing, therefore it's equal across the board. Mr. Bacon stated there are times where a member is submitting a couple of 100 JPAs a month and then Mr. Bacon inquired how does that work timewise. Ms. Pranata stated for salary that was been divided proportionally. Mr. Treepaisan stated that when SCJPC was not doing the first in and first out they were doing a percentage of Edison JPAs and a percentage of other members JPAs. Mr. Treepaisan then stated that if something gets offset or lopsided SCJPC can revert back to the percentage distribution. Mr. Bacon inquired has it ever been a problem with percentages and catching up. Mr. Bacon inquired even with Edison that the large number of JPAs that they submit to get them done has not been a problem. Ms. Pranata stated no. Ms. McLean stated just a delay in billing. Ms. Black inquired could members prioritize their JPAs if it is a bill first. For example, could SCJPC process an AT&T California JPA first therefore, Edison could then process their JPA or vice versa. Ms. DeBarge was wondering the same for correction of record JPAs. Ms. DeBarge inquired if correction of record JPAs still take priority. Ms. Allen stated that she distributed strictly by first in and first out by date received. Ms. Allen then stated that if members agree she could prioritize bill firsts and correction of record JPAs. Ms. DeBarge inquired how would SCJPC know if a JPA should be prioritized. Ms. DeBarge then explained that when Edison sends their daily email, they state in the email the JPA(s) that should be prioritized up top. Ms. DeBarge then inquired how would AT&T California show it's a priority JPA and if it would be included in their email template. Ms. DeBarge also inquired would those prioritized JPAs take priority over everything else, even the backlog. Ms. Black was unsure of Ms. DeBarge's second question. Ms. Black stated that the utilities work together and know the pecking order. Ms. Black suggested that they could include that in the email when sending the Final to SCJPC and include the utilities on the CC line. Ms. DeBarge stated that there are so many bill before priority scenarios and then inquired what is the priority of priority. Ms. Black agreed and stated to try first in and first out and see how that goes. Mr. Harmon stated it would be nice if the members could get a reasonable agreement on the hierarchy. What could members all agree on, for example, backlog and revisions final first. Here's the arrangement of hierarchies. Now they can take this hierarchy and apply it to the JPAs coming in, and then have a reasonable methodology that says we all want to put these first, but have to do this, first. Mr. Harmon continued if the inputs have compacity then they are following the hierarchy and could see that just having

an increase or decrease. Then how does one offset that to increase the capacity based on the reasonable agreement of what's the most first JPA to process. Mr. Treepaisan stated as far as methodology may be as simple measure of pole ownership. Like how the members vote. That's a clean break percentage and if they did delineate what comes in a percentage; for example, like 30% if a member has 37 poles, then that member would get a 30% cap on their work. Mr. Harmon stated it would be very clear and would not wonder what they are doing and if something doesn't work then they can make more efficient.

Ms. Mulvehill inquired about a JPA 18.1F that was sent in February bill of sale that should have been finalized in June bill of sale but got pushed to July bill of sale. Ms. Pranata inquired if that was the one that Ms. Mulvehill reached out about. Ms. Mulvehill replied yes. Ms. Pranata stated that was sent May 2, 2024. Ms. DeBarge stated that must be a different scenario and do not need to look into it. Mr. Treepaisan stated to let's play it by ear and if it starts to get lopsided as a baseline to do percentages, something like pole ownership might be the start to that.

After some further discussion the members agreed for SCJPC to keep a pulse of what is coming in, put on hold figuring out how to distribute by, and for SCJPC to upload to SharePoint a JPA Pecking Order spreadsheet for all members to view.

There were no further questions or comments.

Review of Action Items:

- Mr. Treepaisan to create an outline with some sort of proposal on training for next month.
- Ms. Pranata to supply the list of JPAs pecking order.

The meeting adjourned at 10:09 a.m. until August 21, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		June 30, 2024			YTD Through June, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	%	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		77,907	65,644.10	12,262.98	467,442	372,060.29	95,382.20	20%	934,884.98
Regular (Budgeted)	65,644.10	-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,382.16	784.51	55,000	49,187.16	5,812.84	11%	110,000.00
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)	276.45			-	-	-	-		
Payroll Taxes		6,233	4,030.72	2,201.85	37,395	26,576.67	10,818.73	29%	74,790.80
Workers Compensation		383	276.83	106.50	2,300	3,186.98	(886.98)	-39%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	-	20.83	125	232.03	(107.03)	-86%	250.00
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		7,214	5,739.91	1,474.14	43,284	35,557.61	7,726.70	18%	86,568.61
<u>MONTHLY RECURRING</u>									
Rent		10,136	9,985.44	150.36	60,815	59,912.64	902.16	1%	121,629.60
Alarm System	Quarterly	58	173.97	(115.64)	350	347.94	2.06	1%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	578.22	(16.22)	3,372	3,417.45	(45.45)	-1%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	414	414.00	-	0%	828.00
Postage & Shipping		17	9.85	6.82	100	244.64	(144.64)	-145%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	1,050	1,441.80	(391.80)	-37%	2,100.00
<u>EQUIPMENT & FURNITURE</u>									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	50	10.41	39.59	79%	100.00
				-		-	-		
				-		-	-		
				-		-	-		

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

OPERATING EXPENSES		June 30, 2024			YTD Through June, 30 2024			%	Annual
		Budgeted	Recorded	Variance	Budgeted	Recorded	Variance		
	Details							Variance	Budget
NETWORK SYSTEM				-		-	-		
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,170.25	446.42	9,700	7,074.00	2,626.00	0	19,400.00
FRIEND Support		400	400.00	-	2,400	2,400.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	9,800	8,291.35	1,508.65	15%	19,600.00
Computer (repair, maintenance, supplies)		141	61.32	79.51	845	733.67	111.33	13%	1,690.00
				-		-	-		
PRINTING & SUPPLY				-		-	-		
Office Printing		8	-	8.33	50	-	50.00	100%	100.00
Office Supplies		51	-	50.83	305	182.40	122.60	40%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES				-		-	-		
CPA/Yearly Financial Review		417	-	416.67	2,500	5,325.00	(2,825.00)	-113%	5,000.00
Attorney*		500	499.00	1.00	3,000	2,994.00	6.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE				-		-	-		
Payroll Service Fees		115	94.00	21.00	690	564.00	126.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	50	204.31	(154.31)	-309%	100.00
Publications/Subscriptions/Reference (Docusign)	Pro-Rated Docusign	21	-	20.83	125	201.33	(76.33)	-61%	250.00
Seminars, professional development, & tuition		117	-	116.67	700	239.88	460.12	66%	1,400.00
Team Building	Semi Annual	63	-	62.50	375	-	375.00	100%	750.00
Member Retirement plaques		42	-	41.67	250	-	250.00	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	300	491.68	(191.68)	-64%	600.00
Total Operating Expenses		117,131.33	98,495.90	18,635.43	702,788.00	600,030.95	121,688.44	17%	1,405,575.99

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

OPERATING EXPENSES		June 30, 2024			YTD Through June, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	QUICKBOOKS YEARLY & TIME CARD SOFTWARE MONTHLY LICENSE	151	935.00	(784.17)	905	935.00	(30.00)	-3%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	16,875	-	16,875.00	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT	3,333	-	3,333.33	20,000	25,489.10	(5,489.10)	-27%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	337.26	33.57	2,225	2,010.48	214.52	10%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	7,500	13,416.46	(5,916.46)	-79%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	1,272.26	6,645.24	47,505.00	41,851.04	5,653.96	12%	95,010.00
Interest Earned/Misc Income			(0.39)			(2.36)			
						-			
						-			
TOTAL		125,048.83	99,767.77	25,280.67	750,293.00	641,879.63	127,342.40	17%	1,500,585.99
<u>SCE SPECIAL BILLING TOTAL</u>									
			8,093.70			69,920.85			
TOTAL WITH SCE OT BILLING			107,861.47			711,800.48			
<u>*Items in blue are assessed equally</u>									
7/5/2024									

Delinquent Accounts
As of 7/10/2024

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	April 2024	May 31, 2024	7/30/2024	\$ 1,651.04	22151	LAC		Not 60 days, will email the following month		JT	7/8/2024
City of Banning	April 2024	May 31, 2024	7/30/2024	\$ 1,585.02	22161	COB		Not 60 days, will email the following month		JT	7/8/2024
City of Colton	April 2024	May 31, 2024	7/30/2024	\$ 1,590.76	22142	F		Not 60 days, will email the following month		JT	7/8/2024
City of Vernon	April 2024	May 31, 2024	7/30/2024	\$ 1,559.90	22164	V		Not 60 days, will email the following month		JT	7/8/2024
MCI METRO/ATS	March 2024	April 30, 2024	6/29/2024	\$ 1,780.70	22120	ATS	7/8/2024	matthew.j.miller@verizon.com ; MCI_ATS_JPA@motiveis.com	JT	JT	6/11/2024
MCI METRO/ATS	April 2024	May 31, 2024	7/30/2024	\$ 1,833.32	22152	ATS		Not 60 days, will email the following month		JT	7/8/2024
MCI TELECOMMUNICATIONS	March 2024	April 30, 2024	6/29/2024	\$ 1,531.03	22121	MCI	7/8/2024	matthew.j.miller@verizon.com ; MCI_ATS_JPA@motiveis.com	JT	JT	6/11/2024
MCI TELECOMMUNICATIONS	April 2024	May 31, 2024	7/30/2024	\$ 1,574.97	22153	MCI		Not 60 days, will email the following month		JT	7/8/2024
SONIC TELECOM	April 2024	May 31, 2024	7/30/2024	\$ 1,498.90	22168	STL		Not 60 days, will email the following month		JT	7/8/2024
Sprint-Nextel Corporation	Feb 2024	March 31, 2024	5/30/2024	\$ 835.33	22084	SPR	6/11/2024; 7/8/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT	GV	5/8/2024
Sprint-Nextel Corporation	March 2024	April 30, 2024	6/29/2024	\$ 1,499.63	22116	SPR	7/8/2024	AP Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT	JT	6/11/2024
Sprint-Nextel Corporation	April 2024	May 31, 2024	7/30/2024	\$ 1,544.11	22148	SPR		Not 60 days, will email the following month		JT	7/8/2024
Teleport Comm. America LLC	March 2024	April 30, 2024	6/29/2024	\$ 1,849.51	22106	TCA	7/8/2024	ba3817@att.com ; jcmckinney@att.com	JT	JT	6/11/2024
Teleport Comm. America LLC	April 2024	May 31, 2024	7/30/2024	\$ 1,887.33	22138	TCA		Not 60 days, will email the following month		JT	7/8/2024
Verizon Wireless	March 2024	April 30, 2024	6/29/2024	\$ 2,085.60	22105	ATC	7/8/2024	Marco.Murillo@VerizonWireless.com ; ATCJPA@motiveis.com ; Jharmon@motiveis.com	JT	JT	6/11/2024
Verizon Wireless	April 2024	May 31, 2024	7/30/2024	\$ 2,110.00	22137	ATC		Not 60 days, will email the following month		JT	7/8/2024
XO Communications	March 2024	April 30, 2024	6/29/2024	\$ 1,558.77	22126	NXT	7/8/2024	matthew.j.miller@verizon.com ; NXTJPA@motiveis.com ; mortiz@motiveis.com	JT	JT	6/11/2024
XO Communications	April 2024	May 31, 2024	7/30/2024	\$ 1,602.24	22158	NXT		Not 60 days, will email the following month		JT	7/8/2024

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

TOTAL \$ 29,578.16

-  = 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
JULY 2023 - JUNE 2024**

		MBR CODE	2023 JUL	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	Mobilitie LLC	MOB	1	1	1	1	1		1	1	1	1	1	1	11	100%	MOB	11
10	Sprint Communications	FON	1	1	1	1	1		1	1	1	1	1	1	11	100%	FON	11
11	Sprint-Nextel	SPR	1	1	1	1	1		1	1	1	1	1	1	11	100%	SPR	11
12	ExteNet Systems	EXT	1	1	1	1	1		1	1	1	1	1	1	11	100%	EXT	11
13	MCI/Metro	ATS	1	1	1	1	1		1	1	1	1	0	1	10	91%	ATS	11
14	MCI Communications	MCI	1	1	1	1	1		1	1	1	1	0	1	10	91%	MCI	11
15	XO Communications	NXT	1	1	1	1	1		1	1	1	1	0	1	10	91%	NXT	11
16	City of Los Angeles	M	1	1	0	1	1		1	1	1	1	1	1	10	91%	M	11
17	T-Mobile, USA	PBM	1	0	1	1	1		1	1	1	1	1	1	10	91%	PBM	11
18	City of Riverside	J	0	1	1	1	1		1	1	1	1	1	1	10	91%	J	11
19	AT&T Mobility	LAC	0	1	1	1	1		1	1	1	1	1	1	10	91%	LAC	11
20	City of Pasadena	MP	1	1	1	1	1		1	1	1	0	1	1	10	91%	MP	11
21	City of Azusa	MA	1	1	0	1	1		1	1	1	1	1	1	10	91%	MA	11
22	City of Lompoc	LLW	1	1	1	1	1		1	1	1	1	1	0	10	91%	LLW	11
23	City of Anaheim	D	1	1	1	1	1		1	1	1	1	1	0	10	91%	D	11
24	City of Banning	COB	1	1	1	1	1		1	1	1	1	1	0	10	91%	COB	11
25	Bear Valley Electric	BVE	1	1	1	1	1		0	1	1	1	0	1	9	82%	BVE	11
26	Sonic Telecom, LLC	STL	1	1	1	1	0		1	1	1	1	0	1	9	82%	STL	11
27	City of Glendale	A	1	1	0	1	1		0	1	1	1	1	1	9	82%	A	11
28	Verizon Wireless	ATC	1	1	0	0	1		1	1	1	1	1	1	9	82%	ATC	11
29	Mpower/TelePacific	ICG	1	1	0	1	0		1	1	1	1	1	0	8	73%	ICG	11
30	City of Colton	F	0	1	0	1	1		1	0	1	1	0	1	7	64%	F	11
31	Teleport Comm America	TCA	1	0	0	1	1		1	1	1	0	0	1	7	64%	TCA	11
	Total		28	29	24	30	29	0	29	30	31	29	24	27	Total			

Member	ATC	ATS	B	BVE	E	EXT	H/T	LLW	M	MCI	MP	NG	TWC	Totals	YTD
Joint JPAs Billed				6	744	2	2	1	1		1	9	1	767	3469
% of Joint JPAs Billed	0.000	0.000	0.000	0.008	0.970	0.003	0.003	0.001	0.001	0.000	0.001	0.012	0.001	1.00	
Joint JPAs Returned	1			1	114	4			20	2		15		157	861
Total Joint JPAs Processed	1	0	0	7	858	6	2	1	21	2	1	24	1	924	
Section 18.1F JPAs included in above							2							2	
Multi JPAs Billed	3	6	1		47		4		1	2	1	104	3	172	929
% of Multi JPAs Billed	0.017	0.035	0.006	0.000	0.273	0.000	0.023	0.000	0.006	0.012	0.006	0.605	0.017	1.00	
Multi JPAs Returned	4	44			19	17			17	25	2	287	5	420	2157
Total Multi JPAs Processed	7	50	1	0	66	17	4	0	18	27	3	391	8	592	3086
Section 18.1F JPAs included in above	1		1				4					2		8	
Total # JPAs Billed	3	6	1	6	791	2	6	1	2	2	2	113	4	939	4398
% of JPAs Billed	0.003	0.006	0.001	0.006	0.842	0.002	0.006	0.001	0.002	0.002	0.002	0.120	0.004	1.00	
# of JPAs Returned														577	3018
Total JPAs Processed	8	50	1	7	924	23	6	1	39	29	4	415	9	1516	7416
% of JPAs Billed														61.94%	
% of JPAs returned														38.06%	
Member	ATC	ATS	B	BVE	E	EXT	H/T	LLW	M	MCI	MP	NG	TWC	Totals	
Poles Billed (Joint JPAs)				15	2527	2	3	2	2		1	57	1	2610	11568
Poles Returned (joint)	1			2	1133	8			79	12		94		1329	6102
Poles Billed (Multi JPAs)	6	124	10		361		65		2	14	51	408	3	1044	4638
Poles Returned (multi)	6	898			174	200			103	358	4	2724	26	4493	19330
Total # Poles Billed (Joint & Multi combined)	6	124	10	15	2888	2	68	2	4	14	52	465	4	3654	17369
% of Total Poles Billed (Joint & Multi combined)	0.002	0.034	0.003	0.004	0.790	0.001	0.019	0.001	0.001	0.004	0.014	0.127	0.001	1.00	
# of Poles Returned														5822	29762
Total Poles Processed	13	1022	10	17	4195	210	68	2	186	384	56	3283	30	9476	47131
% of Poles Billed														38.56%	
% of Poles returned														61.44%	
RETURN RATE # OF JPAS	63%	88%	0%	14%	14%	91%	0%	0%	95%	93%	50%	73%	56%		
RETURN RATE # OF POLES	54%	88%	0%	12%	31%	99%	0%	0%	98%	96%	7%	86%	87%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	1216	1800	3016
HELD OVER POLES	7272	18023	25295

Actual JPAs/poles received from 5/4/2024 - 6/5/2024 (June 2024 Bill of Sale):		
	JPAS	POLES
SCE	1328	6641
OTHER MEMBERS	803	7462

Average poles/JPA in 2024	6.36
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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	4	8
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	4	41
SCE FORM 7 DO NOT BILL	5	26
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
16	101
1585	9574

Overtime Only E Only: (JOINTS)	
OVERTIME E SUBMITTED JPAs Billed	
OVERTIME E SUBMITTED Poles Billed	
OVERTIME E JPAs Processed (Billed + Memos)	
OVERTIME E Poles Processed (Billed + Memos)	
OVERTIME E JPAs Processed Call Back/F7 Do Not Bill	
OVERTIME E Poles Processed Call Back/F7 Do Not Bill	

E's Overtime JPAs/Poles were not included in above table (PAID BY SCE starting July 2023 B/S)	E OT YTD
428	3613
1260	8014
478	3040
1602	9940
1	3
2	6

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
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	1547	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	1380	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	1448	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	1196	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	1130	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	1034	Electronic (high return rate ATS JPAS Ridgeline)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	1255	Electronic (high return rate ATS JPAS Ridgeline)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)
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

JOINT (TWO OWNERS) JPAS

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-23	188	37	225	59	5	64	18.75		12.00	83.56%	16.44%	92.19%	7.81%
Aug-23	659	370	1029	130	45	175	79.50		12.94	64.04%	35.96%	74.29%	25.71%
Sep-23	807	319	1126	172	27	199	83.00		13.57	71.67%	28.33%	86.43%	13.57%
Oct-23	1244	292	1536	413	26	439	125.00		12.29	80.99%	19.01%	94.08%	5.92%
Nov-23	2904	453	3357	703	61	764	283.00		11.86	86.51%	13.49%	92.02%	7.98%
Dec-23	761	241	1002	239	27	266	86.25		11.62	75.95%	24.05%	89.85%	10.15%
Jan-24	2138	587	2725	770	82	852	232.00		11.75	78.46%	21.54%	90.38%	9.62%
Feb-24	1569	240	1809	549	41	590	160.44		11.28	86.73%	13.27%	93.05%	6.95%
Mar-24	1945	395	2340	731	58	789	211.00		11.09	83.12%	16.88%	92.65%	7.35%
Apr-24	1305	395	1700	456	42	498	148.00		11.49	76.76%	23.24%	91.57%	8.43%
May-24	1573	230	1803	511	36	547	154.00		11.71	87.24%	12.76%	93.42%	6.58%
Jun-24	1260	342	1602	428	50	478	139.75		11.46	78.65%	21.35%	89.54%	10.46%
Totals	16353	3901	20254	5161	500	5661	1720.69						

Average 12.29

Average billing joint (2 owners) poles/hour goal:	12.10
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*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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low)

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-23	111	59	170	19	4	23	17.50		9.71	65.29%	34.71%	82.61%	17.39%
Aug-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Sep-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Oct-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nov-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Dec-23	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jan-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Feb-24	169	132	301	52	23	75	33.06		9.10	56.15%	43.85%	69.33%	30.67%
Mar-24	408	145	553	116	33	149	70.25		7.87	73.78%	26.22%	77.85%	22.15%
Apr-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
May-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Jun-24	0	0	0	0	0	0	0.00		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Totals	688	336	1024	187	60	247	120.81						

Average 8.90

Total 2P+3P hours 1841.50 Grand total in 2023 & 2024
Total 2P+3P poles processed 21,278 Grand total in 2023 & 2024

B/S 4/24: 7 JPAs / 79 poles were called back/sent back due to F7 do not bill after they are processed during OT
B/S 5/24: 2 JPAs / 4 poles were called back/sent back due to F7 do not bill after they are processed during OT
B/S 6/24: 1 JPA / 2 poles were called back/sent back due to F7 do not bill after they are processed during OT

2024 FORECAST FROM ALL MEMBERS

		MONTHLY	MONTHLY	YEARLY	YEARLY	
Code	Company Name	FORECAST # OF JPAS	FORECAST # OF POLES	FORECAST # OF JPAS	FORECAST # OF POLES	Notes
A	City of Glendale			0	0	
AMT	ATC-Outdoor DAS, LLC	0	0	0	0	4/11/2024
ATC	Verizon Wireless			0	0	
ATS	MCI Metro/ATS	100	2300	1200	27600	Approximately 2,300 per month from April through July 2024. For August through October 2024, will probably go down to about 500 poles per month. Approximately 100 JPAs per month from April through July 2024. For August through October 2024, will probably go down to about 22 JPAs per month.
B	City of Burbank			0	0	
BVE	Bear Valley Electric, Inc	9	130	108	1560	2/22/2024
COB	City of Banning			0	0	
D	City of Anaheim			0	0	
E	So. Calif. Edison Co.	5280	21120	63360	253440	2/12/2024
EXT	ExteNet Systems, Inc.	20	500	240	6000	4/17/2024
F	City of Colton	2	2	24	24	2/15/2024
FTR	Frontier Communications			0	0	
FON	Sprint Comm, L.P.			0	0	
H / T	AT&T California	200	500	2400	6000	2/7/2024
ICG	Mpower Communications	0	0	0	0	2/7/2024
J	City of Riverside			0	0	
LAC	AT&T Mobility			0	0	
LLW	City of Lompoc	1	10	12	120	4/18/2024
M	City of Los Angeles	50	1000	600	12000	
MA	City of Azusa			0	0	
MCI	MCI Telecommunications			0	0	
MOB	Mobilitie, LLC			0	0	
MP	City of Pasadena			0	0	
NG	Crown Castle NG West Inc.	800	9500	9600	114000	
NXT	XO Communications			0	0	
PBM	T-Mobile USA, Inc.	5	10	60	120	4/11/2024
SPR	Sprint Nextel Corporation			0	0	
STL	Sonic Telecom, LLC.	0	0	0	0	2/6/2024
TCA	Teleport Communications America, LLC			0	0	
TWC	Time Warner Cable	50	100	600	1200	5/8/2024
V	City of Vernon			0	0	
	TOTAL FORECAST		35,172.00		422,064.00	

poles per month

poles per year

Southern California Joint Pole Committee

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August 21, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:18 a.m., via teleconference.

Those in attendance were:

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
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
Ms. Veronica Romero	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.
Ms. Jacqueline Costa	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. Maribel Sanchez	Teleport Communications America
Mr. Micheal Truong	City of Burbank
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.
Ms. Dianell Caamano	AT&T Mobility
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
Mr. Johnny Villalobos	M-Power Communications
Ms. Tamara Zaki	Boldyn Networks US LLC

Ms. Patti Ringo
Ms. Angela Pranata
Ms. Kathleen Allen

Sonic Telecom, LLC
Committee Staff
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:18 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 **July 2024 Operating expense sheets**.

- Future months: Purchase of FriendPro
 - Approved in July 2024 Admin Board Meeting
 - Requested Hyperlink if SCJPC could split payment
 - Hyperlink has confirmed they are willing to receive payment
 - August 2024: 50% of the total purchase cost
 - September 2024: 50% of the total purchase cost

Mr. Treepaisan inquired about the budget. Ms. Pranata stated the year to date (YTD) budgeted amount through July 31, 2024, is \$875,341.83.

Ms. Pranata stated some members asked if Ms. Pranata could announce when the payment for the Friend Pro will be made. Since it was approved last month at the July 2024 Administrative Board meeting Ms. Pranata requested Hyperlink to split the payment in half. Hyperlink has confirmed that they are willing to receive the payment as follows in August 2024, Ms. Pranata will send the payment of \$16,500.00 and the second payment will be sent in September 2024 of \$16,500.00. Each Member will see an increase of \$532.26 in their member assessment invoice for August and September 2024.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata stated she is in contact with MCI Metro/ATS, MCI Telecommunications and XO Communications. Ms. Pranata and they have been emailing back and forth. Ms. Pranata thinks the payments are coming soon. Mr. Treepaisan stated it looks like a good faith effort being made. Ms. Pranata inquired about a payment status update from Sprint Nextel. Ms. Smith stated she would follow up and let Ms. Pranata know.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen had a staff meeting on August 19, 2024. Ms. Allen stated she previously emailed the staff July 19, 2024, but Ms. Allen wanted to go over in the staff meeting and reiterate that per the Administrative Board meeting July 17, 2024, that Section 7.7 no longer needs Section 7.14 for new poles that are other than wood. The Routine Handbook was updated to read (wood and NON-WOOD). Ms. Allen then

informed the staff that Ms. Allen is still looking for a JPA with a PTX being placed for the next Basic JPA Training video. Ms. Allen trained on one JPA. When a member purchases under Section 4.1 and is not in the SCZ on record side Section 4.3 would not be required. Lastly, Ms. Allen updated some office documents and distributed and discussed them with the staff.

There were no further 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.
- Extenet Systems is scheduling a meeting with SCJPC in September to review their memos

Ms. Pranata reported for July 2024 bill of sale the office processed 9,462 poles. The second page shows the overtime details. The staff processed 2,449 poles during overtime. This was overtime paid by SCJPC (all members). Ms. Pranata stated that the last time Edison solely paid for overtime was June 2024.

Ms. Pranata then reported that Extenet Systems scheduled a meeting with SCJPC in September to review their memos. Ms. Pranata announced if members would like to meet with SCJPC to discuss their memos to please contact Ms. Pranata. Mr. Treepaisan stated that the memo review is basically covering the highest rates of things that are being missed. Mr. Treepaisan inquired if members were taking advantage of the memo reviews. Ms. Pranata stated the last time a memo review took place was two years ago and Ms. Pranata has not had any requests since then.

Ms. Black has a suggestion for Ms. Allen. If Ms. Allen could make a video on memos that she has in one month and explain on video, why the JPA was a memo. Ms. Black thinks it would be very helpful. Mr. Treepaisan inquired what the actual memo means. Ms. Black stated the verbiage that's used sometime with the biller isn't always intuitive in Ms. Black's opinion. Ms. Black then stated a video might be useful and explain when one gets this kind of memo what it means and how to fix it. Ms. Allen stated members will review the Memo Report in BPS ad hoc and will see that there are over 100 reasons for return. Ms. Allen inquired if she could have the members agree on the amount of time she is to spend on this video because it could take days or weeks to create a script and record a video on over 100 reasons for return. Ms. Allen continued and stated this last time she created the Memo Report it took Ms. Allen a couple days to put the report together. Ms. Allen does not mind doing it and agrees it needs to be done. The more training the better because billers are spending a lot of time on non-billable JPAs. This would be beneficial for all. However, this would take Ms. Allen away from doing her regular duties and that's why Ms. Allen would need some sort of agreement to work on that project. Ms. Black stated that sounds good and that members could always defer to Ms. Allen on what she thinks needs to be covered. Ms. Allen stated she will start off with the top reasons for return and move down the list. It might take Ms. Allen a couple months to record three to four videos a month. Mr. Treepaisan stated start off with the heavy hitters and see how it goes and play it by ear. Mr. Treepaisan stated he is kind of leaning towards the memo review. Mr. Treepaisan stated he discussed with Ms. Pranata a little bit based on the last meeting for example, with Extenet and Verizon Wireless wanting an individual training session and that is where maybe if members took advantage of the memo reviews, they could

incorporate some of that requested training into the memo review and allocate maybe a couple hours perhaps like two or three hours something of that sort. Mr. Treepaisan stated it doesn't sound like members are taking advantage of the memo reviews and maybe that's the mechanism the committee can start to tackle with the requested training as well. Mr. Treepaisan wants to think about this a bit more. Mr. Treepaisan stated for starters, just something simplistic with reviewing the heavy hitter memos with a particular member and or if there's specific JPAs that the member wants to review. And then the committee can see how much impact and time that takes out of Ms. Allen's workday and how that may affect productivity. Mr. Treepaisan then stated if SCJPC needs to hire more resources then they could do something like that too. Mr. Treepaisan then stated he is just leaning towards maybe facilitating the memo reviews with some sort of training that goes hand in hand with these are the reasons why the memos are being returned and kind of making that into an individual trainings type session. Mr. Harmon stated that he thinks the memos are relatively specific. Unpacking the memos would really provide a trail of improvements going forward. If there really is not an understanding at a certain point of the memo, then definitely bring it up. But it seems like the work produced these memos is pretty solid. Ms. Allen stated that perhaps the billers need to be more specific. When the billers see that the grade and space is not in the safety clearance zone and the Section states 4.3, the billers return stating invalid section. Ms. Allen thought the members would see that and know that the grade is space is not for Section 4.3 and should be Section 4.0. Ms. Allen is unsure how to train that to members. Ms. Allen then stated that she had asked in the past to change the grade and space to match the Section; however, the members never agreed. Mr. Treepaisan stated that is a good point and that grade and space is objective, and it is like doing a math calculation two plus two should always equal four and that he does not know quite know how to adjust or fix that either. Ms. Black inquired if members could allow the billers to fix the grade and space if it does not impact billing. Ms. Allen explained it was discussed multiple times in that past what would the rule be. If the Section shows Section 4.0 and the grade and space shows purchasing into safety clearance zone Section 4.3 how would the biller's bill. And that is where the billing would be impacted because billers would bill one way for Section 4.0 and another way for Section 4.3. Ms. Allen then stated that is the reason the members never agreed and never wanted the billers to change the grade and space. Ms. Black understood. Mr. Treepaisan stated that the SCJPC is on the right track with the memo review sessions, and he will think about this a bit more with some sort of hybrid memo review type training session to facilitate for members. Mr. Treepaisan will try and come up with a plan for the next meeting.

There were no further questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- SCE OT monthly report
- Joanne Ayala, who was recently hired as an Administrative Aide, was terminated from her position
- Sabrina Shaw – newest full time administrative aide

- June 2024 Bill of Sale was the last month SCE paid for OT
- July 2024 Bill of Sale: SCJPC will pay for OT, SCJPC to process all JPAs in the order they are received

Ms. Pranata reported the next page shows *Productivity without Overtime* (see attached) this is to show comparison July 2024 bill of sale with other bill of sales. July was an average month. There was one holiday, and one staff member was on vacation.

Ms. Pranata then displayed the Overtime Table. Then Ms. Pranata reported that this table shows how many hours and poles that staff worked and processed during overtime. Ms. Pranata explained that since the staff are processing all members JPAs the return rate is pretty high. For joint JPAs there was a 54% return rate and for three party JPAs or more there was a 69% return rate.

Ms. Pranata stated she has a staff update. Ms. Ayala, who was recently hired as an Administrative Aide on June 24, 2024, was terminated from her position on August 1st, 2024. The decision was made following a review of her performance, which showed that she was unable to keep pace with the demands of the role. Ms. Shaw has been brought onto the SCJPC payroll as a full-time Administrative Aide. Ms. Shaw previously worked with SCJPC through Olympic Staffing Agency since the end of March 2024 and due to her strong performance and fit within the team, Ms. Pranata has transitioned her to a permanent position.

There were no further questions or comments.

Members submitting forecast for 2024 year: 35,172 poles per month

- Staffing for members' forecasts
- Will include in the 2025 Operating Expense budget to hire an additional administrative aide

Ms. Pranata stated that at the last meeting there was discussion on hiring an additional person and Ms. Pranata will include that budget to hire an additional Administrative Aide in the 2025 Operating budget. Ms. Pranata will share the draft budget at the next Operating Committee meeting. Mr. Treepaisan stated it looks like SCJPC is ramping up the staff and since one was dismissed another one will be hired. Ms. Pranata stated that she is looking for Ms. Ayala's replacement currently and will find an additional person in January 2025.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

- TWSZC02-4902507 – previous ATC now ATS
 - ATC TFR INT TO ATS PER SEC 13.4
 - Can SCJPC change ATC to ATS and process as ATS or must SCJPC return the JPA to the member to change ATC to ATS

Ms. Pranata displayed JPA TWSZC02-4902507 on the screen. (see attached) Ms. Allen explained that the poles on the JPA had its interest transferred from ATC to ATS. The pole record shows ATS; however, Ms. Allen thinks the JPA was created before the transfer and the JPA shows ATC. Ms. Allen inquired, can billers change the ATC to ATS as shown and continue to process the JPA or should billers return the JPA requesting the initiator to change the ATC to ATS. Mr. Treepaisan stated he is okay with the billers changing it if it keeps it flowing. Ms. McLean thinks it is a good idea as well. Ms. Black inquired if 100% of ATC is now ATS. Mr. Harmon stated no and that the antennas are going to maintain their ATC position. On a pole one still may see the ATC cell site equipment, but the fiber below will now be ATS. Ms. Black stated how would one supposed to know which one to put. Ms. Allen explained that there was an ATC to ATS transfer and it is noted in the bill of sale on those pole records that *ATC TFR INTO TO ATS PER SEC 13.4* and the member code changed to ATS. Mr. Van Stryk stated he thinks it is reasonable to change since there is a record showing that interest has changed. Ms. Allen asked for clarification that it is okay for billers to change from ATC to ATS and process under ATS accounts. Ms. Pranata inquired if billers are to line out the ATC and change to ATS on the header and record side. Ms. Allen stated yes. Mr. Van Stryk stated that he would imagine during that transfer that ATS would be aware of any outstanding JPA's. Mr. Van Stryk reiterated that there shows a transfer on the pole record and that billers should be fine to change. Mr. Van Stryk inquired when ATC made that switch to ATS, were they aware of all the outstanding or potential JPAs that they would be inheriting or does that matter. Mr. Harmon clarified it wasn't a massive switch because the antennas and equipment are still going to stay ATC on a pole. And there are going to be areas where they have just the fiber and that will become ATS. The equipment for the cell site will stay ATC. Mr. Harmon stated to Mr. Van Stryk's questions was there any pending ATC JPAs and Mr. Harmon believes ATS is aware that they will absorb the fiber. Ms. Black stated Mr. Harmon gave the orders if one sees an antenna don't change it if you don't see an antenna and if it's just the cable it is ATS. Mr. Harmon stated yes. Ms. Black stated the billers are okay in changing the ATC to ATS because they would know then. Ms. Allen stated that when billers see the notation in the bill of sale *ATC TFR INTO TO ATS PER SEC 13.4* they know they could change the ATC to ATS and bill under ATS accounts. Mr. Van Stryk stated that makes sense. Mr. Harmon stated that they have done their due diligence and the marks that they are making are on the locations of the fiber and not the antennas.

There were no further questions or comments.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

- Action item from last month:
- Mr. Treepasian to create an outline with some sort of proposal on training

Ms. Pranata stated that Mr. Miller was not on the call. Ms. Pranata then inquired if Mr. Treepaisan has a proposal to share. Mr. Treepaisan stated he has a basic outline but would like to review it and give it some touch ups. Mr. Treepaisan alluded that

when the discussion of the memo review sessions came up. The item has been tabled until next month's meeting.

There were no further questions or comments.

Pending Final JPAs at the SCJPC office

- Action item from last month:
- Ms. Pranata to supply the list of JPAs pecking order
- Ms. Pranata shared the file with all members on 8/9/2024
- Q & A Session

Ms. Pranata stated that on August 9, 2024, she sent an email to members that the pending JPAs that are in the SCJPC office have been published to SharePoint. Ms. Pranata displayed what the email look like. (see attached) Ms. Pranata stated that one would click on the open button, and it should take one to the SharePoint site. Ms. Pranata explained that there should be two files in the SharePoint folder. One is an Excel file, and one is a Word document. Ms. Pranata displayed the *Pending JPAs at SCJPC* Excel file and explained what it looks like and that since SCJPC is still in the middle of August bill of sale, Ms. Allen added the note the JPAs that are projected to be processed in August bill of sale. Ms. Pranata noted that she created the description for the Pending JPAs file in MS Word format, which can be viewed online. Ms. Pranata stated there are some reasons JPAs are processed out of order and if you have any questions, you can contact both Ms. Allen and her and will answer your questions. Mr. Treepaisan inquired if any members contacted Ms. Pranata regarding the Pending JPA list with any questions or problems accessing the link. Ms. Pranata stated no. Ms. Black missed the email and now will go back and look for it. Ms. Black stated this would be very helpful. Ms. Pranata stated that it was sent August 9th and if Ms. Black cannot find the email to contact Ms. Pranata and then Ms. Pranata would resend. Ms. Black stated that she probably has it but was out sick last month. Ms. McLean stated this is really helpful with the bill first business that goes on. Ms. Black agreed.

Ms. Pranata stated that there is a Q & A session and if any members had any questions. Ms. Black inquired if this could be moved to next month after the members had time to review. Ms. Pranata stated yes.

Ms. LaMon stated she knows in the description that was sent out, there was a mention of priority FF2s, and Ms. LaMon was wondering if members could agree that members who know that their JPA is to bill before another JPA if members could request that JPA to be process under priority. Therefore, the JPAs that follow could then be billed after. Ms. Black stated she is good with it and thinks it is great. However, Ms. DeBarge in not on the call and Ms. Black is unsure if Ms. DeBarge would be good with that. Ms. Black stated Ms. DeBarge might be good with that because many members are holding up Edison's JPAs. Ms. LaMon stated that is the main driving course of this. Mr. Treepaisan stated it sounds like a great idea as long as this doesn't create any bumps in the road. It sounds like the way to go to process JPAs since they need to be processed sequentially in order. Ms. LaMon stated they have been sending out a lot of emails to other members asking the status of those. Ms. LaMon guesses one would have to know that their JPA comes first, and if one does happen to know

that their JPA is holding up another one if members could send out a request for those to bill priority in hopes to move things along a bit better. Mr. Treepaisan stated to bring this up next month as well; therefore, Ms. DeBarge could comment. Mr. Treepaisan thinks it is a good idea. Ms. Allen inquired how members would notate those priority JPAs. Ms. Allen stated she knows that they have talked about different ways that SCJPC has seen and just wants to be clear and catch them if approved. Ms. LaMon stated that when they inquired about it, Ms. Allen had said to notate the email. Ms. Allen just wanted to be clear and make sure the administrative aide knows where to get them from.

There were no further questions or comments.

SharePoint feedback from members

- Members are unable to search

Ms. Pranata stated that the Form 7's and Form 44's for members have been moved from ShareFile to SharePoint. Ms. Pranata stated she added this to the agenda because some members are unable to search the folders. Ms. Pranata inquired if there was any other feedback. Mr. Treepaisan stated that Frontier they could access it, but some members were reluctant to. Mr. Treepaisan then stated he had some workers at Frontier access it, but they had problems downloading and it seemed that it had to do with the permission from their IT. Some managers were a little more reluctant to allow their employees to have access to it. Between Mr. Treepaisan and Ms. Stewart, they were able to download, share, and it's searchable within the download. Mr. Treepaisan stated that Frontier is good with it. Ms. Black stated her IT would not allow her access either. When Ms. Black could get access to the files, she downloaded them to her server at AT&T California and she could search from there. Ms. Pranata stated she provided a solution for the Form 7 search issue. Ms. Pranata has uploaded a Form 7 report file inside the folder named Folder Report Form 7. It is an Excel file, and members should be able to search JPAs within it. Ms. Pranata displayed the file and explained if there is a do not bill or an okay to bill it would be shown on this report since members cannot search the SharePoint site. Ms. Pranata added it is updated as Form 7's are received. The last update was August 9th. Mr. Treepaisan stated that is great and he loves lighting the candle from both ends. Ms. Pranata inquired if there was any other feedback and if the members want to keep SharePoint or want to move back to ShareFile. Ms. McLean stated she likes it. Mr. Treepaisan stated Frontier is good with it as well. Mr. Treepaisan inquired if members are having any problems with SharePoint. There were none. Mr. Treepaisan stated that it sounds like SharePoint is good to go and no members have issues. Hearing no issues Mr. Treepaisan stated SharePoint is good to go.

There were no further questions or comments.

Microsoft required everyone to install Microsoft Authenticator app on their phones in order to access Microsoft 365 accounts

- Asked CBE IT to disable but the requirements came from Microsoft, and they could not disable it
 - Employees to install Microsoft Authenticator app or text a code to their personal phones

- Consulted with SCJPC's Labor attorney regarding usage of employees' personal cell phones: "you have to reimburse them for the use of their personal device for business purposes (using Microsoft Authenticator). If all they are doing with the app is to receive the authentication code and type into PC for two step verification then I would say \$2 per pay period"

Ms. Pranata stated the staff has been getting messages from Microsoft. Ms. Pranata explained it's now required to activate the multi-factor authentication (MFA) and since the staff doesn't have a work phone they have to use their personal cell phones. Ms. Pranata consulted with the labor attorney and said that SCJPC does have to reimburse them for the use of personal device for business purposes. All that they're doing is using the app to receive the code. Ms. Pranata stated the attorney recommended reimbursing \$2.00 per pay period to use their cell phones, and this is something from Microsoft and SCJPC can't turn off. It's a requirement from Microsoft and SCJPC started getting messages early August. For 2024, members could reimburse them the \$2.00 per pay period August 2024 – December 2024. Mr. Van Stryk inquired if they could use email. Ms. Pranata stated no, this needs either a phone number or download the Authenticator app on your cell phone. One can't download the Authenticator app on their laptop. The code doesn't go to the email, the code goes to the cell phone via text. Ms. Black stated that AT&T California has the same issue, and her company sent her a security key which is different than using her cell phone. The device plugs into the USB port on her laptop and that also qualifies as an authenticator. Ms. Black stated that she doesn't know what the ROI is on doing \$2.00 per employee per pay period, but she can't imagine these security keys being very expensive. It might be something for Ms. Pranata to look into as far as a piece of hardware to get for each employee and that would solve this with a one-time cost versus an ongoing cost. Mr. Pranata asked Ms. Black to send her the information. Ms. Black stated yes. Ms. Pranata stated that in the meantime the labor attorney suggested that SCJPC reimburse the staff for the use of their personal phone. Ms. McLean inquired if this needed to be voted on and Ms. Pranata explained that since it is less than \$1000.00 for the year the Operating Committee could approve the expense and inform Ms. Pranata if she could reimburse the employees, and she could start reimbursing them. Mr. Treepaisan stated \$2.00 per pay period therefore the committee is looking at about \$52 a year per person. Ms. Pranata stated correct. Mr. Dailey inquired where Ms. Pranata came up with the \$2.00. Ms. Pranata stated from the SCJPC labor attorney that she consulted with him and that's what he suggested. Mr. Dailey inquired if the labor attorney picked that number at random or does Ms. Pranata knew how he came up with that number. Ms. Pranata was unsure how he came up with the cost. Ms. McLean stated she put her vote in the chat. Mr. Treepaisan stated if the labor attorney is saying to do it then the committee should do it for the interim and then look into a key fob solution or the USB authenticator. If there's other alternatives where there's a one-time fee that may be cheaper. That could be researched as well. In Mr. Treepaisan mind, \$2.00 seems pretty incidental to pay, and if it's coming from the labor attorney and this keeps the committee from getting sued, Mr. Treepaisan is all for paying the

\$2.00 insurance per month per pay period per employee. The members agreed. Mr. Treepaisan stated for Ms. Pranata to move forward and pay the \$2.00 per pay period and at the same time looking into some sort of USB security key. Ms. Pranata stated she will look into it next year because she is assuming it will take a while for her to discuss it with IT and implement it. Mr. Treepaisan stated okay. Ms. Pranata stated if anyone could email her any information about USB key fob please do so.

Lease Agreement

- Real estate attorney \$425/hr – 2-3 hrs to review
- Action items from last month:
- The Committee to continue to explore the options into subleasing and what to do with the office space
- Possible renter – Pomona Valley Hospital
- Members to think about what to do with SCJPC's memorabilia

Ms. Pranata does not have an update on the Lease Agreement. However, they did show the unit to a party, and she has not heard back from that company. Mr. Treepaisan stated it sounds like the committee had some potential renters before, but maybe not so much now. Mr. Treepaisan then stated when Ms. Pranata has an update to please let the committee know.

There were no further questions or comments.

MISC

There were none.

Review of Action Items:

- Mr. Treepaisan to create an outline on training/memo review for next month.
- Ms. Pranata to investigate the USB key authenticator for next year.

The meeting adjourned at 10:03 a.m. until September 18, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		July 31, 2024			YTD Through July, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		77,907	74,131.16	3,775.92	545,350	446,191.45	99,158.12	18%	934,884.98
Regular (Budgeted)	74,131.16	-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,105.71	1,060.96	64,167	57,292.87	6,873.80	11%	110,000.00
Health/Dental	8,105.71		-	-	-	-	-		
Life (quarterly)	-		-	-	-	-	-		
Payroll Taxes		6,233	4,611.93	1,620.64	43,628	31,188.60	12,439.37	29%	74,790.80
Workers Compensation		383	276.83	106.50	2,683	3,463.81	(780.48)	-29%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	4.02	16.81	146	236.05	(90.22)	-62%	250.00
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		7,214	6,537.59	676.46	50,498	42,095.20	8,403.16	17%	86,568.61
			-	-	-	-	-		
			-	-	-	-	-		
<u>MONTHLY RECURRING</u>									
Rent		10,136	10,187.73	(51.93)	70,951	70,100.37	850.23	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	408	347.94	60.39	15%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	581.00	(19.00)	3,934	3,998.45	(64.45)	-2%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	483	483.00	-	0%	828.00
Postage & Shipping		17	9.85	6.82	117	254.49	(137.82)	-118%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	1,225	1,441.80	(216.80)	-18%	2,100.00
			-	-	-	-	-		
			-	-	-	-	-		
<u>EQUIPMENT & FURNITURE</u>									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	58	10.41	47.92	82%	100.00
			-	-	-	-	-		
			-	-	-	-	-		
			-	-	-	-	-		

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

OPERATING EXPENSES		July 31, 2024			YTD Through July, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,170.25	446.42	11,317	8,244.25	3,072.42	0	19,400.00
FRIEND Support		400	400.00	-	2,800	2,800.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	11,433	9,672.48	1,760.85	15%	19,600.00
Computer (repair, maintenance, supplies)		141	71.65	69.18	986	805.32	180.51	18%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	-	8.33	58	-	58.33	100%	100.00
Office Supplies		51	187.81	(136.98)	356	370.21	(14.38)	-4%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	80.00	336.67	2,917	5,405.00	(2,488.33)	-85%	5,000.00
Attorney*		500	499.00	1.00	3,500	3,493.00	7.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		115	94.00	21.00	805	658.00	147.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	58	204.31	(145.98)	-250%	100.00
Publications/Subscriptions/Reference (Docusign)	Pro-Rated Docusign, Labor Law posters	21	181.62	(160.79)	146	382.95	(237.12)	-163%	250.00
Seminars, professional development, & tuition	Workplace Violence Seminar	117	243.00	(126.33)	817	482.88	333.79	41%	1,400.00
Team Building	Semi Annual	63	-	62.50	438	-	437.50	100%	750.00
Member Retirement plaques		42	-	41.67	292	-	291.67	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	350	491.68	(141.68)	-40%	600.00
Total Operating Expenses		117,131.33	108,823.28	8,308.05	819,919.33	708,854.23	129,946.49	16%	1,405,575.99

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

OPERATING EXPENSES	Details	July 31, 2024			YTD Through July, 31 2024			% Variance	Annual Budget
		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	151	25.99	124.84	1,056	960.99	94.84	9%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	-	2,812.50	19,688	-	19,687.50	100%	33,750.00
Website Redesign*	EQUAL ASSESSMENT	3,333	-	3,333.33	23,333	25,489.10	(2,155.77)	-9%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>						-			
Purchases and leases (including Copy Machine)		371	337.26	33.57	2,596	2,347.74	248.09	10%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	8,750	13,416.46	(4,666.46)	-53%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	363.25	7,554.25	55,422.50	42,214.29	13,208.21	24%	95,010.00
Interest Earned/Misc Income			(0.40)			(2.76)			
						-			
						-			
TOTAL		125,048.83	109,186.13	15,862.30	875,341.83	751,065.76	143,154.70	16%	1,500,585.99
SCE SPECIAL BILLING TOTAL			-			69,920.85			
TOTAL WITH SCE OT BILLING			109,186.13			820,986.61			
*Items in blue are assessed equally									
8/7/2024									

Delinquent Accounts
As of 8/14/2024

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
City of Banning	April 2024	May 31, 2024	7/30/2024	\$ 1,585.02	22161	COB	8/13/2024	Emailed to JPABilling. JPABilling@banningca.gov	GV	JT	7/8/2024
City of Banning	May 2024	June 30, 2024	8/29/2024	\$ 1,374.36	22193	COB		Not 60 days, will email the following month		GV	8/13/2024
City of Colton	April 2024	May 31, 2024	7/30/2024	\$ 1,590.76	22142	F	8/13/2024	Emailed to aaagular@coltonca.gov & adunning@coltonca.gov	GV	JT	7/8/2024
City of Colton	May 2024	June 30, 2024	8/29/2024	\$ 1,382.16	22174	F		Not 60 days, will email the following month		GV	8/13/2024
Extenet Systems, INC	May 31, 2024	June 30, 2024	8/29/2024	\$ 1,309.41	22197	EXT		Not 60 days, will email the following month		GV	8/13/2024
MCI METRO/ATS	March 2024	April 30, 2024	6/29/2024	\$ 1,780.70	22120	ATS	7/8/2024; 8/13/2024	Emailed to: matthew.j.miller@verizon.com; erin.selke@verizon.com; vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
MCI METRO/ATS	April 2024	May 31, 2024	7/30/2024	\$ 1,833.32	22152	ATS	8/13/2024	Emailed to: matthew.j.miller@verizon.com; erin.selke@verizon.com; vz.row.tulsa@verizon.com	GV	JT	7/8/2024
MCI METRO/ATS	May 2024	June 30, 2024	8/29/2024	\$ 1,681.83	22184	ATS		Not 60 days, will email the following month		GV	8/13/2024
MCI TELECOMMUNICATIONS	March 2024	April 30, 2024	6/29/2024	\$ 1,531.03	22121	MCI	7/8/2024; 8/13/2024	Emailed to: matthew.j.miller@verizon.com; erin.selke@verizon.com; vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
MCI TELECOMMUNICATIONS	April 2024	May 31, 2024	7/30/2024	\$ 1,574.97	22153	MCI	8/13/2024	Emailed to: matthew.j.miller@verizon.com; erin.selke@verizon.com; vz.row.tulsa@verizon.com	GV	JT	7/8/2024
MCI TELECOMMUNICATIONS	May 2024	June 30, 2024	8/29/2024	\$ 1,363.97	22185	MCI		Not 60 days, will email the following month		GV	8/13/2024
SONIC TELECOM	April 2024	May 31, 2024	7/30/2024	\$ 1,498.90	22168	STL	8/13/2024	Emailed to: accountspayable@sonic.com	GV	JT	7/8/2024
Sprint-Nextel Corporation	Feb 2024	March 31, 2024	5/30/2024	\$ 835.33	22084	SPR	6/11/2024; 7/8/2024; 8/13/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT,GV	GV	5/8/2024
Sprint-Nextel Corporation	March 2024	April 30, 2024	6/29/2024	\$ 1,499.63	22116	SPR	7/8/2024; 8/13/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT,GV	JT	6/11/2024
Sprint-Nextel Corporation	April 2024	May 31, 2024	7/30/2024	\$ 1,544.11	22148	SPR	8/13/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	JT	7/8/2024
Sprint-Nextel Corporation	May 2024	June 30, 2024	8/29/2024	\$ 1,325.86	22180	SPR		Not 60 days, will email the following month		GV	8/13/2024
Teleport Comm. America LLC	April 2024	May 31, 2024	7/30/2024	\$ 1,887.33	22138	TCA	8/13/2024	Emailed TCAJPA@motiveis.com; jcmckinney@att.com & ba3817@att.com	GV	JT	7/8/2024
XO Communications	March 2024	April 30, 2024	6/29/2024	\$ 1,558.77	22126	NXT	7/8/2024; 8/13/2024	Emailed to: matthew.j.miller@verizon.com; Erin.selke@verizon.com & vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
XO Communications	April 2024	May 31, 2024	7/30/2024	\$ 1,602.24	22158	NXT	8/13/2024	Emailed to: matthew.j.miller@verizon.com; Erin.selke@verizon.com & vz.row.tulsa@verizon.com	GV	JT	7/8/2024
XO Communications	May 2024	June 30, 2024	8/29/2024	\$ 1,396.02	22190	NXT		Not 60 days, will email the following month		GV	8/13/2024

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

TOTAL \$ 30,155.72

 = 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
AUG 2023 - JUL 2024**

		MBR CODE	2023 AUG	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	2024 JUL	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	Mobilitie LLC	MOB	1	1	1	1		1	1	1	1	1	1	1	11	100%	MOB	11
10	Sprint Communications	FON	1	1	1	1		1	1	1	1	1	1	1	11	100%	FON	11
11	Sprint-Nextel	SPR	1	1	1	1		1	1	1	1	1	1	1	11	100%	SPR	11
12	ExteNet Systems	EXT	1	1	1	1		1	1	1	1	1	1	1	11	100%	EXT	11
13	City of Riverside	J	1	1	1	1		1	1	1	1	1	1	1	11	100%	J	11
14	AT&T Mobility	LAC	1	1	1	1		1	1	1	1	1	1	1	11	100%	LAC	11
15	MCI/Metro	ATS	1	1	1	1		1	1	1	1	0	1	1	10	91%	ATS	11
16	MCI Communications	MCI	1	1	1	1		1	1	1	1	0	1	1	10	91%	MCI	11
17	XO Communications	NXT	1	1	1	1		1	1	1	1	0	1	1	10	91%	NXT	11
18	City of Los Angeles	M	1	0	1	1		1	1	1	1	1	1	1	10	91%	M	11
19	T-Mobile, USA	PBM	0	1	1	1		1	1	1	1	1	1	1	10	91%	PBM	11
20	City of Lompoc	LLW	1	1	1	1		1	1	1	1	1	0	1	10	91%	LLW	11
21	City of Anaheim	D	1	1	1	1		1	1	1	1	1	0	1	10	91%	D	11
22	City of Banning	COB	1	1	1	1		1	1	1	1	1	0	1	10	91%	COB	11
23	Bear Valley Electric	BVE	1	1	1	1		0	1	1	1	0	1	1	9	82%	BVE	11
24	Verizon Wireless	ATC	1	0	0	1		1	1	1	1	1	1	1	9	82%	ATC	11
25	City of Pasadena	MP	1	1	1	1		1	1	1	0	1	1	0	9	82%	MP	11
26	City of Azusa	MA	1	0	1	1		1	1	1	1	1	1	0	9	82%	MA	11
27	City of Colton	F	1	0	1	1		1	0	1	1	0	1	1	8	73%	F	11
28	Sonic Telecom, LLC	STL	1	1	1	0		1	1	1	1	0	1	0	8	73%	STL	11
29	City of Glendale	A	1	0	1	1		0	1	1	1	1	1	0	8	73%	A	11
30	Teleport Comm America	TCA	0	0	1	1		1	1	1	0	0	1	1	7	64%	TCA	11
31	Mpower/TelePacific	ICG	1	0	1	0		1	1	1	1	1	0	0	7	64%	ICG	11
	Total		29	24	30	29	0	29	30	31	29	24	27	26	Total			
	NO MEETING IN DECEMBER		AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL				

Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LLW	M	MCI	NG	NXT	PBM	TWC	Totals	YTD
Joint JPAs Billed				2	2		1		1	9	1	5				21	3490
% of Joint JPAs Billed	0.000	0.000	0.000	0.095	0.095	0.000	0.048	0.000	0.048	0.429	0.048	0.238	0.000	0.000	0.000	1.00	
Joint JPAs Returned			1	10	26			1		65		17			1	121	982
Total Joint JPAs Processed	0	0	1	12	28	0	1	1	1	74	1	22	0	0	1	142	
Section 18.1F JPAs included in above							1									1	
Multi JPAs Billed	1	32			89		1	2		2	8	111	1	1	4	252	1181
% of Multi JPAs Billed	0.004	0.127	0.000	0.000	0.353	0.000	0.004	0.008	0.000	0.008	0.032	0.440	0.004	0.004	0.016	1.00	
Multi JPAs Returned	2	134			24	12		8	1	26	36	267	1		8	519	2676
Total Multi JPAs Processed	3	166	0	0	113	12	1	10	1	28	44	378	2	1	12	771	3857
Section 18.1F JPAs included in above	1	2				1	1	6			1	11	2		1	26	
Total # JPAs Billed	1	32	0	2	91	0	2	2	1	11	9	116	1	1	4	273	4671
% of JPAs Billed	0.004	0.117	0.000	0.007	0.333	0.000	0.007	0.007	0.004	0.040	0.033	0.425	0.004	0.004	0.015	1.00	
# of JPAs Returned																640	3658
Total JPAs Processed	3	166	1	12	141	12	2	11	2	102	45	400	2	1	13	913	8329
% of JPAs Billed																29.90%	
% of JPAs returned																70.10%	
Member	ATC	ATS	B	BVE	E	EXT	FTR	H/T	LLW	M	MCI	NG	NXT	PBM	TWC	Totals	
Poles Billed (Joint JPAs)				4	33		20		2	36	1	20				116	11684
Poles Returned (joint)			34	138	129			1		392		104			1	799	6901
Poles Billed (Multi JPAs)	14	567			391			12		8	39	590	15	1	34	1700	6338
Poles Returned (multi)	4	2729			189	144		179	25	229	409	2895	19		25	6847	26177
Total # Poles Billed (Joint & Multi combined)	14	567	0	4	424	0	20	12	2	44	40	610	15	1	34	1816	19185
% of Total Poles Billed (Joint & Multi combined)	0.008	0.312	0.000	0.002	0.233	0.000	0.011	0.007	0.001	0.024	0.022	0.336	0.008	0.001	0.019	1.00	
# of Poles Returned																7646	37408
Total Poles Processed	18	3296	34	142	742	144	20	192	27	665	449	3609	34	1	60	9462	56593
% of Poles Billed																19.19%	
% of Poles returned																80.81%	
RETURN RATE # OF JPAS	67%	81%	100%	83%	35%	100%	0%	82%	50%	89%	80%	71%	50%	0%	69%		
RETURN RATE # OF POLES	22%	83%	100%	97%	43%	100%	0%	94%	93%	93%	91%	83%	56%	0%	43%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	2616	1621	4237
HELD OVER POLES	12462	15436	27898

Actual JPAs/poles received from 6/6/2024 - 7/5/2024 (July 2024 Bill of Sale):		
	JPAS	POLES
SCE	1704	6894
OTHER MEMBERS	766	7513

Average poles/JPA in 2024	6.79
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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	0	0
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	10	47
SCE FORM 7 DO NOT BILL	0	0
(not included in the above table)		

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

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
19	120
1687	11261

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

		YTD
Poles Billed	381	381
Poles returned (memos)	127	127
Total Poles Processed (Billed + Memos)	508	508
JPAs Billed	105	105
JPAs returned (memos)	23	23
Total JPAs Processed (Billed + Memos)	128	128
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

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

		YTD
Poles Billed	414	414
Poles returned (memos)	1527	1527
Total Poles Processed (Billed + Memos)	1941	1941
JPAs Billed	62	62
JPAs returned (memos)	141	141
Total JPAs Processed (Billed + Memos)	203	203
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

Overtime paid by the SCJPC proportionally

TOTALS

		YTD
Poles Billed	795	795
Poles returned (memos)	1654	1654
Total Poles Processed (Billed + Memos)	2449	2449
JPAs Billed	167	167
JPAs returned (memos)	164	164
Total JPAs Processed (Billed + Memos)	331	331
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

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
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	1547	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	1380	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	1448	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	1196	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	1130	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	1034	Electronic (high return rate ATS JPAS Ridgeline)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	1255	Electronic (high return rate ATS JPAS Ridgeline)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)
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

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%
Totals	83	97	180	15	18	33	10.83						

Average #DIV/0!

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 (staff will only process 3P JPAs when the number of joint (2P) JPAs are low) - 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%
Totals	712	1557	2269	152	146	298	140.92						

Average #DIV/0!

Total 2P+3P hours 151.75 Grand total in 2024
 Total 2P+3P poles processed 2,449 Grand total in 2024

2024 FORECAST FROM ALL MEMBERS

		MONTHLY	MONTHLY	YEARLY	YEARLY	
Code	Company Name	FORECAST # OF JPAS	FORECAST # OF POLES	FORECAST # OF JPAS	FORECAST # OF POLES	Notes
A	City of Glendale			0	0	
AMT	ATC-Outdoor DAS, LLC	0	0	0	0	4/11/2024
ATC	Verizon Wireless			0	0	
ATS	MCI Metro/ATS	100	2300	1200	27600	Approximately 2,300 per month from April through July 2024. For August through October 2024, will probably go down to about 500 poles per month. Approximately 100 JPAs per month from April through July 2024. For August through October 2024, will probably go down to about 22 JPAs per month.
B	City of Burbank			0	0	
BVE	Bear Valley Electric, Inc	9	130	108	1560	2/22/2024
COB	City of Banning			0	0	
D	City of Anaheim			0	0	
E	So. Calif. Edison Co.	5280	21120	63360	253440	2/12/2024
EXT	ExteNet Systems, Inc.	20	500	240	6000	4/17/2024
F	City of Colton	2	2	24	24	2/15/2024
FTR	Frontier Communications			0	0	
FON	Sprint Comm, L.P.			0	0	
H / T	AT&T California	200	500	2400	6000	2/7/2024
ICG	Mpower Communications	0	0	0	0	2/7/2024
J	City of Riverside			0	0	
LAC	AT&T Mobility			0	0	
LLW	City of Lompoc	1	10	12	120	4/18/2024
M	City of Los Angeles	50	1000	600	12000	
MA	City of Azusa			0	0	
MCI	MCI Telecommunications			0	0	
MOB	Mobilitie, LLC			0	0	
MP	City of Pasadena			0	0	
NG	Crown Castle NG West Inc.	800	9500	9600	114000	
NXT	XO Communications			0	0	
PBM	T-Mobile USA, Inc.	5	10	60	120	4/11/2024
SPR	Sprint Nextel Corporation			0	0	
STL	Sonic Telecom, LLC.	0	0	0	0	2/6/2024
TCA	Teleport Communications America, LLC			0	0	
TWC	Time Warner Cable	50	100	600	1200	5/8/2024
V	City of Vernon			0	0	
	TOTAL FORECAST		35,172.00		422,064.00	

poles per month

poles per year

PAGE NO. 1 OF 1

Date Prepared 11/8/2023
Date Sent 11/16/2023
Confirming Agreement

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.

By In Field By Phone By Email

Date Completed APR 24 2024

Estimated Construction Start Date JPA

Auth. No. TWSZC02-4902507

SCJPC USE ONLY

BILL NO.

UTILITY	REPRESENTATIVE	PHONE NUMBER/EMAIL	DISTRICT-DIVISION-EXCHANGE	APPROVED	ACCOUNTING DATA
E	Roberto Valdez		Covina	Yesenia Delgado	2001
FTR	Lex Treepaisan			18.1D	
ATC	Jeremy Harmon	ATCJPA@motiveis.com	Los Angeles	M. Murillo (LP)	
NG	Kristina Nagy			18.1D	
TWS	Yesenia Delgado	twcipa@charter.com	Los Ageles	Yesenia Delgado	2001

COSTS and BILLING DATA

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

BILL NO.

POLE NO.	Pole Length	Year Set	Pole Treat	Record								Proposed								Item No.	LOCATION AND NATURE OF WORK If not in accordance with Joint Pole agreement and routine-state reasons.	BILL COL	TOTAL AMT	BILL COL	TOTAL AMT	ACCOUNTING DIRECTIONS:										
				Class	E	FTR	ATC	NG	TWS				E	FTR	ATS	ATC	NG	TWS																		
				Anchor Direct.											AMOUNT	AMOUNT																				
				12KV							12KV										TWS TO PURCH SEC 4.1/UPDATE REC SEC 13.3	1														
1292542E	55	2015	FT/CL 2	48-15	24-2	27-1	25-1	(25-1)			48-14	24-2	27-1	28-1	25-1						ARROW HWY N/S 585' E/O CATARACT AV	2														
				26-1 22-4							26-1 22-4											3														
Pole Number: 1292542E																					Status: Active															
																					Unique ID: 2625246															
Base Owner:		E																																		
Location:		ARROW HWY N/S 585' E/O CATARACT AV																																		
Latitude:		34.103179										Class: 2																								
Longitude:		-117.809445																																		
Pole Height:		55										Top: 0.0																								
Year Set:		2015										Treatment: FT																								
City:		SAN DIMAS										Code: -																								
Repl Pole #:		1292542E																																		
Removal/Relinquishment:																																				
Member to remove pole or member relinquished:																																				
Company	ANT	Grade & Space										Additional Info																								
E	-	12K .50 48-15 26-1 22-4																																		
FTR	-	.18 24-2																																		
ATS	-	.16 27-1																																		
NG	-	.16 25-1																																		
JPA Number:		ATS2023ATC387 E6026406570782 NG3000105008 ATCLA1033FG15 GY97665169																																		
Bill of Sale:																																				
		Pole 805: Pole: 1292542E - 1/19: E BILL FTR \$981; E BILL ATC/NG \$880: E6026-406570782																																		
		4/24: ATC TFR INT TO ATS PER SEC 13.4:																																		

COLUMN TOTAL

FORM 48 SENT 1/29/24

Pending Final JPAs at the SCJPC office

Angela Pranata <angela@scjpc.net>

Fri 8/9/2024 9:36 AM

To: aaska@anaheim.net <aaska@anaheim.net>; Alex Parra <AParra@riversideca.gov>; Alyssa Aguilar <aaguilar@coltonca.gov>; April.Debarge@sce.com <April.Debarge@sce.com>; Ariel Dunning COLTON <adunning@coltonca.gov>; ATC.OutdoorDAS@americantower.com <ATC.OutdoorDAS@americantower.com>; Ben Coffey <bcoffey@banningca.gov>; Catherine Babakhanlou <CBabakhanlou@Glendaleca.gov>; DAILEY (AT&T CA), TODD M DAILEY <td3494@att.com>; Daniel Lippert <DLippert@burbankca.gov>; David Campo <D_Campo@ci.lompoc.ca.us>; Earle Carrion <Earle.Carrion@crowncastle.com>; Heidi Seropian <hseropian@extenetsystems.com>; Hien Vuong (Azusa) <hvuong@azusaca.gov>; Garcia Jaime R. <JaimeR.Garcia@ladwp.com>; Jim.Perry@verizonwireless.com <Jim.Perry@verizonwireless.com>; John Vu <JVu@anaheim.net>; Bacon John R. <John.Bacon@ladwp.com>; Joint Pole BURBANK <JointPole@burbankca.gov>; BLACK, KAY R <kb6314@att.com>; Linda McLean <Lmclean@extenetsystems.com>; Marco Murillo <marco.murillo@verizonwireless.com>; Megan Stewart <Megan.Stewart@ftr.com>; mli@anaheim.net <mli@anaheim.net>; Nick Van Stryk (Vernon) <nick@petrellielectric.com>; pb4420@att.com <pb4420@att.com>; Torbati, Iman <ITorbati@ci.vernon.ca.us>; Yesenia Delgado <Yesenia.Delgado@charter.com>; Vinh Tran <VTran@anaheim.net>; Lex Treepaisan <lex.treepaisan@ftr.com>; Baldwin, Kimberly [CTO] <Kimberly.2.Baldwin@t-mobile.com>; Lynne LaFrenais <lynne.lafrenais@bvesinc.com>; JHarmon@motiveis.com <JHarmon@motiveis.com>; Alicia Smith <ASmith@motiveis.com>; Maria Ortiz <MOrtiz@motiveis.com>; Trimble, Charles (Chuck Trimble) <chuck.trimble@verizon.com>; rsoriano@banningca.gov <rsoriano@banningca.gov>; Akerson, Victoria <VAkerson@burbankca.gov>; Isaiah.Zamorano@bvesinc.com <Isaiah.Zamorano@bvesinc.com>; Brian Botteri <brian.botteri@sonic.com>; Ken.haley@sonic.com <Ken.haley@sonic.com>; Arellano, Claudia <carellano@ci.vernon.ca.us>; Aarize Dizon <aarize.dizon@crowncastle.com>; maggie.howell@americantower.com <maggie.howell@americantower.com>; Kristen.Stathis@AmericanTower.com <Kristen.Stathis@AmericanTower.com>; Patricia.Ringo@sonic.com <Patricia.Ringo@sonic.com>; Gabriel.Tansey@sonic.com <Gabriel.Tansey@sonic.com>; Dianell Caamano <dcaamano@motiveis.com>; Ghilardi, Anthony <aghilardi@cityofpasadena.net>; Romero, Ashley <aromero@cityofpasadena.net>; Garcia, Arturo <argarcia@glendaleca.gov>; michael.pearson@sce.com <michael.pearson@sce.com>; Kristina.Nagy@CrownCastle.com <Kristina.Nagy@CrownCastle.com>; marisol.bailey@sce.com <marisol.bailey@sce.com>; LaMon, Megan <Megan.LaMon@crowncastle.com>; Truong, Michael <MTruong@burbankca.gov>; Johnny Villalobos <jvillalobos@tpx.com>; Matthew J Miller <matthew.j.miller@verizon.com>; msilva@azusaca.gov <msilva@azusaca.gov>; Shawn Henderson <SHenderson@networkconnex.com>; sam.picazo@sce.com <sam.picazo@sce.com>; CONSULTER, BARRY J <bc7572@att.com>; Jeffrey York <jyork@cogentco.com>; kevin.flores@sce.com <kevin.flores@sce.com>; Troy Stanard <rs2517@att.com>; Joseph.ledesma10@T-mobile.com <Joseph.ledesma10@T-mobile.com>; silvana.ray@sce.com <silvana.ray@sce.com>; Joe Armstrong <jarmstrong@cityofpasadena.net>; renzo.garzon@boldyn.com <renzo.garzon@boldyn.com>; Dawn Laffoon <dawn.laffoon@boldyn.com>; Asset Management - US NAT <am.us@boldyn.com>; CClark@burbankca.gov <CClark@burbankca.gov>; ba3817@att.com <ba3817@att.com>; Maribel Sanchez <MSanchez@motiveis.com>; SZambrano@burbankca.gov <SZambrano@burbankca.gov>

Good morning to all members,

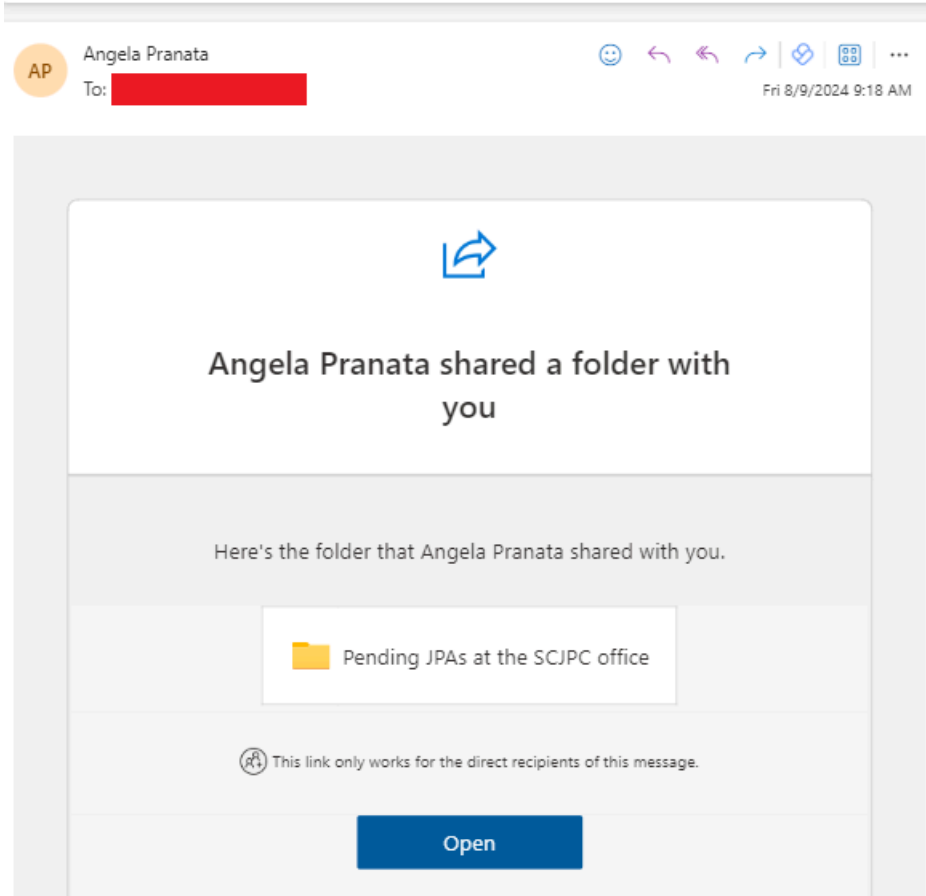
The SCJPC office has compiled and uploaded a list of all received Final JPAs. Please review the *Pending JPAs at the SCJPC* Excel file and its description (*Pending JPAs file description*) uploaded to the SCJPC's shared folder.

uments > General > Pending JPAs at the SCJPC office

	Name	Item Child Count
	 Pending JPAs at the SCJPC as of 08022024.xlsx	0
	 Pending JPAs file description.docx	0

You will receive a shared folder notification from me (angela@scjpc.net) today. Please see the screenshot below for an example of the email.

Angela Pranata shared the folder "Pending JPAs at the SCJPC office" with you



Please let me know if you have any questions.

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

Southern California Joint Pole Committee

279 E. Arrow Hwy. Suite 104
San Dimas, CA 91773
Phone (909) 599-3801
Fax (909) 599-3825
September 18, 2024

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

Those in attendance were:

Mr. John Bacon	City of Los Angeles
Mr. Lex Treepaisan	Frontier Communications
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
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. 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. Maggie Howell	ATC-Outdoor DAS, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:10 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 **August 2024 Operating expense sheets.**

There were no questions or comments.

The third agenda item is **Accounts Receivable.** Mr. Treepaisan stated he still sees a lot of passed dues; however, the dates are better.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance.**

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes.** Ms. Allen had a staff meeting on September 16, 2024. Ms. Allen informed the staff that per the Billing Process Simplification Committee Meeting August 21, 2024, that Section 16.1C Increased Pole Setting Depth that the pole record should be updated to reflect *SET X' DEEPER*. Ms. Allen updated the Billing Manual and Billing Example to reflect this. Also, Ms. Allen informed the staff that per the Operating Committee Meeting August 21, 2024, that for JPAs that are submitted under ATC, but interest was transferred to ATS under Section 13.4 that it is okay for billers to line out ATC on the JPA and add ATS. Billers are to bill under ATS accounts. ATC will not be involved in the billing. Billers should not return the JPA to members asking members to change to ATC to ATS. Ms. Allen updated and went over the duplicate JPA procedure with the staff. When the billers receive duplicate JPAs they are to compare both or all JPAs. If they are the same, billers are to process the one with the earliest date received. They are to memo the other copy(s) of the JPA or JPAs stating duplicate JPA, and one is being processed for XX/XX bill of sale. If the duplicate JPAs are different billers are to memo the JPAs at the difference asking the member which JPA they want SCJPC to bill. Ms. Allen went over with the staff if there is an anchor on SCJPC's record but no anchor in the field. Section 13.3 would need to be used and a note stating no existing anchor per field inspection or no existing anchor per field condition must be shown. NI would be listed under the members that were on the anchor per SCJPC's pole record. There would be no billing codes and no billing shown. The typist to type above anchor is not existing in field.

Ms. Allen stated for Section 5.2 Topping and Retaining Interest on Pole all SCJPC documents, examples, and Billing Manual were previously updated prior to 2012 and there is a field on the pole record TOP that shows the CUT, and the pole record would be updated to show *TOP X' CUT OFF*.

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 August 2024. Ms. Pranata reported for August 2024 bill of sale the office processed 9,382 poles. The second page shows the overtime details. The following page shows the overall

numbers as early as June 2022. Ms. Pranata stated it was an average month and that one biller was on vacation. Additionally, the Administrative Aide trainee had to be let go. Ms. Pranata is currently searching for a replacement.

There were no further questions or comments.

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

SCJPC Office updates:

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

Ms. Pranata reported the next page shows *Productivity without Overtime* (see attached). The office processed 162 joint (two owner) JPAs and 177 three owners JPAs. A total of 2,018 poles were processed. The staff worked a total of 153.5 additional hours.

Ms. Pranata reported the next page is the Report from the SCJPC database. Mr. Treepaisan asked Ms. Pranata to run the numbers from the database. The column on the left shows the percentage of E base owner poles processed in billed JPAs. The column on the right shows NON E base owner poles percentages. Mr. Treepaisan stated to let other members know Mr. Treepaisan wanted to put something together to reflect that even with all the JPAs submitted a lot of work revolves around Edison poles and that's because they own a lot of poles. Mr. Treepaisan then stated in lieu of setting their own poles Frontier Communications been attaching to Edison poles. Mr. Treepaisan doesn't want people to have a misconception that the SCJPC office was strictly processing Edison work. A lot of work revolves around Edison supporting all the members. Mr. Bacon stated it is a stunning document and impressive stats.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

There were none.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

- Action item from last month:
- Mr. Treepaisan to create an outline on training/memo review for next month

Mr. Treepaisan stated that he was going to create an outline for this and has not had the chance to put it all together. Mr. Treepaisan then inquired if Mr. Miller was on the call. Mr. Miller was not. Mr. Treepaisan then stated he is trying to figure out how much time Ms. Allen can invest in this and not impact productivity. The members will go over the highlights of the memo review, the heavy hitters. Mr. Treepaisan stated for this training/outline he was leaning towards having members identify specific JPAs

and then going through the steps of what was done right and what was done wrong. Members could take that back and use it as a training example. Mr. Treepaisan then stated he is still putting it together. However, Mr. Treepaisan informed the committee that he should have something out in a week or so and can email that out prior to next month's meeting.

There were no questions or comments.

Pending Final JPAs at the SCJPC office

- Ms. Pranata notified all members on 8/9/2024.
- Q & A Session

Ms. Black thanked Ms. Pranata and Ms. Allen for putting together the report. Ms. Black then stated that it looks great. Ms. Black inquired if there is any way a column could be added to call out the initiating member; therefore, Ms. Black could filter the report easier. Ms. Allen replied yes. Ms. Black then inquired that when it shows a memo was populated if that means it is the second time members sent it back. Ms. Allen stated yes. Ms. Black inquired if an members could get an ongoing memo report. Ms. Black stated she has created her own; however, thinks it would benefit all members to see and not have to impact another member with an email requesting status. Ms. Allen stated yes, and she does this for herself for the end of month reports and has no problem sharing it. Ms. Black thanked Ms. Allen.

Ms. Pranata inquired if she should keep this item on the agenda for the next month. Mr. Treepaisan asked the members if this should be kept on the agenda or removed. Ms. Black stated she was good. Hearing no concerns from members, Mr. Treepaisan stated this item could be removed from the agenda.

There were no further questions or comments.

Lease Agreement

- Real estate attorney \$425/hr – 2-3 hrs to review
- Action items from last month:
- The Committee to continue to explore the options into subleasing and what to do with the office space
- Possible renter – Pomona Valley Hospital
- Members to think about what to do with SCJPC's memorabilia

Ms. Pranata stated she does not have an update on the Lease Agreement. There were no questions or comments.

MISC

Yubikeys quote from IT Vendor

- \$2,000 for 10 employees
 - Includes the hardware and setup
- No monthly or annual fees
- Need operating Committee approval to move forward

Ms. Pranata opened and stated last month that the Operating Committee discussed for Ms. Pranata to look into the hardware USB key for the multifactor authentication to bypass the Microsoft app and it was recommended to get Yubikeys. The quote from the IT vendor was \$2,000 maximum for 10 employees. They did not say that they will hit \$2000. The quote includes hardware and labor setup with no monthly or annual fees. Ms. Pranata needs Operating Committee approval to move forward. Mr. Treepaisan inquired if there was any indication how long the keys last. Ms. Pranata stated she does not own one; however, maybe one of the members that are using one could answer the question. She mentioned that Ms. Black and Ms. Zaki were using the USB keys. Mr. Van Stryk inquired if spare keys could be set up in advance incase someone loses their key, they get another one quickly. Ms. Pranata stated she did ask what happens if one gets lost. Ms. Pranata then stated that the second authentication is that employees would have to provide their personal cell phone, and they would receive a code via the text message or something like that. In the meantime, they could use that second authentication method while waiting for another one to be sent to them. Ms. Pranata stated she could ask for 11 keys since she is hiring one more person. It should be 11 keys. Mr. Van Stryk then inquired do they have to set it up for the employee's personal account. Ms. Pranata stated that she believes it is specific for that person. For example, Ms. Allen could not use Ms. Pranata's Yubikey. Mr. Van Stryk then inquired can a person set it up themselves or does an IT Specialist have to set it up for a spare. Ms. Pranata was unsure since she has not used one before. Ms. Pranata then stated that she is not familiar with the hardware or software. Ms. Zaki stated that there's no moving parts to them. In terms of how long they'll last, Ms. Zaki thinks it just depends on whether they physically get broken. They typically last quite a bit of time, a few years short of security standards changing. The key itself should last a few years. Ms. Zaki stated she thinks in terms of set up, that probably depends on how the security IT stuff is set up. Ms. Zaki then stated it's probably not safe to just have a random user be able to set up their own key, but like a centralized point of contact should be able to set up a key for a new user or deactivate it if it gets lost. Ms. Zaki think that's just more how the committee set up some of these accounts with Microsoft. Mr. Treepaisan stated the key probably lasts as long as the battery and can get four years out of them. Mr. Treepaisan is looking at the \$2000 for 10 employees and that is about \$200 an employee. Mr. Treepaisan stated initially the committee looked at paying employees \$2 a pay period and that is about \$200 a year and if they last four years its an even wash. Mr. Treepaisan stated he is inclined to investigate this more to see how long they last. If it is an even wash paying the employees to use their cell phones, may be simpler to keep the cell phone use and having the employees at the SCJPC authenticate with the Microsoft Authenticator. Mr. Treepaisan stated to table this until next month and that he is leaning towards paying the employees that \$2 per pay period. Ms. Pranata stated sounds good, and she would forward Mr. Treepaisan the information they sent her. Mr. Van Styk suggested it they could split it into material and labor. Ms. Pranata stated that once she has the official quote, they will separate the two. Mr. Van Stryk was wondering how much they cost versus how much of it is the to set it up. Mr. Bacon inquired is there any kind of literature on them and what they do. Mr. Treepaisan stated that he thinks Ms. Pranata mentioned she had some. Mr. Bacon then stated for Ms. Pranata to keep the committee up to date.

Mr. Treepaisan stated that he will look at the documentation and go from there.
There were no further questions or comments.

Review of Action Items:

- Mr. Treepaisan to complete the outline on member training.
- Ms. Treepaisan to investigate the longevity and reliability of the Yubikeys authenticator.

The meeting adjourned at 10:32 a.m. until October 16, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		August 31, 2024			YTD Through August, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	%	Budget
EMPLOYEE EXPENSE									
Salaries		77,907	71,145.67	6,761.41	623,257	517,337.12	105,919.53	17%	934,884.98
Regular (Budgeted)	71,145.67	-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,105.71	1,060.96	73,333	65,398.58	7,934.75	11%	110,000.00
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)	-			-	-	-	-		
Payroll Taxes		6,233	4,729.46	1,503.11	49,861	35,918.06	13,942.47	28%	74,790.80
Workers Compensation		383	276.83	106.50	3,067	3,740.64	(673.97)	-22%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	-	20.83	167	236.05	(69.38)	-42%	250.00
PENSION EXPENSE									
Contribution-SEP IRA		7,214	6,698.94	515.11	57,712	48,794.14	8,918.27	15%	86,568.61
MONTHLY RECURRING									
Rent		10,136	10,187.73	(51.93)	81,086	80,288.10	798.30	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	467	347.94	118.73	25%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	583.50	(21.50)	4,496	4,581.95	(85.95)	-2%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	552	552.00	-	0%	828.00
Postage & Shipping		17	9.85	6.82	133	264.34	(131.01)	-98%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	1,400	1,441.80	(41.80)	-3%	2,100.00
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	67	10.41	56.26	84%	100.00

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

OPERATING EXPENSES		August 31, 2024			YTD Through August, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,170.25	446.42	12,933	9,414.50	3,518.83	0	19,400.00
FRIEND Support		400	400.00	-	3,200	3,200.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,381.13	252.20	13,067	11,053.61	2,013.06	15%	19,600.00
Computer (repair, maintenance, supplies)		141	-	140.83	1,127	805.32	321.35	29%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	-	8.33	67	-	66.67	100%	100.00
Office Supplies		51	95.75	(44.92)	407	465.96	(59.29)	-15%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	-	416.67	3,333	5,405.00	(2,071.67)	-62%	5,000.00
Attorney*		500	499.00	1.00	4,000	3,992.00	8.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		115	94.00	21.00	920	752.00	168.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	67	204.31	(137.64)	-206%	100.00
Publications/Subscriptions/Reference (Docusign)	Docusign	21	45.00	(24.17)	167	427.95	(261.28)	-157%	250.00
Seminars, professional development, & tuition		117	-	116.67	933	482.88	450.45	48%	1,400.00
Team Building	Semi Annual	63	292.30	(229.80)	500	292.30	207.70	42%	750.00
Member Retirement plaques		42	-	41.67	333	-	333.33	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	400	491.68	(91.68)	-23%	600.00
Total Operating Expenses		117,131.33	105,784.12	11,347.21	937,050.66	814,638.35	141,243.70	15%	1,405,575.99

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

OPERATING EXPENSES		August 31, 2024			YTD Through August, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	TIME CARD SOFTWARE	151	20.00	130.83	1,207	980.99	225.68	19%	1,810.00
FRIEND Pro Purchase*	EQUAL ASSESSMENT	2,813	16,500.00	(13,687.50)	22,500	16,500.00	6,000.00	27%	33,750.00
Website Redesign*	EQUAL ASSESSMENT	3,333	-	3,333.33	26,667	25,489.10	1,177.57	4%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	393.25	(22.42)	2,967	2,740.99	225.68	8%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	10,000	13,416.46	(3,416.46)	-34%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	16,913.25	(8,995.75)	63,340.00	59,127.54	4,212.46	7%	95,010.00
Interest Earned/Misc Income			(0.40)			(3.16)			
						-			
						-			
TOTAL		125,048.83	122,696.97	2,351.46	1,000,390.66	873,762.73	145,456.16	15%	1,500,585.99
SCE SPECIAL BILLING TOTAL			-			69,920.85			
TOTAL WITH SCE OT BILLING			122,696.97			943,683.58			
*Items in blue are assessed equally									
9/6/2024									

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	June 2024	July 31, 2024	9/29/2024	\$ 1,154.00	22215	LAC		Not 60 days, will email the following month		GV	9/10/2024
City of Banning	May 2024	June 30, 2024	8/29/2024	\$ 1,374.36	22193	COB	9/10/2024	Emailed to: JPABilling@banningca.gov	GV	GV	8/13/2024
City of Colton	May 2024	June 30, 2024	8/29/2024	\$ 1,382.16	22174	F	9/10/2024	Emailed to: aaguiar@coltonca.gov; adunning@coltonca.gov	GV	GV	8/13/2024
City of Colton	June 2024	July 31, 2024	9/29/2024	\$ 1,096.46	22206	F		Not 60 days, will email the following month		GV	9/10/2024
Extenet Systems Inc	June 2024	July 31, 2024	9/29/2024	\$ 1,038.93	22229	EXT		Not 60 days, will email the following month		GV	9/10/2024
MCI METRO/ATS	March 2024	April 30, 2024	6/29/2024	\$ 1,780.70	22120	ATS	7/8/2024; 8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com.. vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
MCI METRO/ATS	April 2024	May 31, 2024	7/30/2024	\$ 1,833.32	22152	ATS	8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com.. vz.row.tulsa@verizon.com	GV	JT	7/8/2024
MCI METRO/ATS	May 2024	June 30, 2024	8/29/2024	\$ 1,681.83	22184	ATS	9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com	GV	GV	8/13/2024
MCI METRO/ATS	June 2024	July 31, 2024	9/29/2024	\$ 1,337.57	22216	ATS		Not 60 days, will email the following month		GV	9/10/2024
MCI TELECOMMUNICATIONS	March 2024	April 30, 2024	6/29/2024	\$ 1,531.03	22121	MCI	7/8/2024; 8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com.. vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
MCI TELECOMMUNICATIONS	April 2024	May 31, 2024	7/30/2024	\$ 1,574.97	22153	MCI	8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com.. vz.row.tulsa@verizon.com	GV	JT	7/8/2024
MCI TELECOMMUNICATIONS	May 2024	June 30, 2024	8/29/2024	\$ 1,363.97	22185	MCI	9/10/2024	Emailed to: matthew.j.miller@verizon.com.. erin.selke@verizon.com.. vz.row.tulsa@verizon.com	GV	GV	8/13/2024
MCI TELECOMMUNICATIONS	June 2024	July 31, 2024	9/29/2024	\$ 1,082.08	22217	MCI		Not 60 days, will email the following month		GV	9/10/2024
Sprint Comm. Co. L.P.	June 2024	July 31, 2024	9/29/2024	\$ 1,012.90	22227	FON		Not 60 days, will email the following month		GV	9/10/2024
Sprint-Nextel Corporation	Feb 2024	March 31, 2024	5/30/2024	\$ 835.33	22084	SPR	6/11/2024; 7/8/2024; 8/13/2024; 9/10/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT,GV	GV	5/8/2024
Sprint-Nextel Corporation	March 2024	April 30, 2024	6/29/2024	\$ 1,499.63	22116	SPR	7/8/2024; 8/13/2024; 9/10/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	JT,GV	JT	6/11/2024
Sprint-Nextel Corporation	April 2024	May 31, 2024	7/30/2024	\$ 1,544.11	22148	SPR	8/13/2024; 9/10/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	JT	7/8/2024
Sprint-Nextel Corporation	May 2024	June 30, 2024	8/29/2024	\$ 1,325.86	22180	SPR	9/10/2024	Emailed: SPRJPA@motiveis.com & Bill.Nolan@t-mobile.com	GV	GV	8/13/2024
Sprint-Nextel Corporation	June 2024	July 31, 2024	9/29/2024	\$ 1,051.94	22212	SPR		Not 60 days, will email the following month		GV	9/10/2024
Teleport Comm. America LLC	April 2024	May 31, 2024	7/30/2024	\$ 1,887.33	22138	TCA	8/13/2024; 9/10/2024	Emailed TCAJPA@motiveis.com.. jcmckinney@att.com & ba3817@att.com	GV	JT	7/8/2024
Teleport Comm. America LLC	June 2024	July 31, 2024	9/29/2024	\$ 1,378.16	22202	TCA		Not 60 days, will email the following month		GV	9/10/2024
T-Mobile, USA	June 2024	July 31, 2024	9/29/2024	\$ 1,043.72	22219	PBM		Not 60 days, will email the following month		GV	9/10/2024
XO Communications	March 2024	April 30, 2024	6/29/2024	\$ 1,558.77	22126	NXT	7/8/2024; 8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. Erin.selke@verizon.com & vz.row.tulsa@verizon.com	JT,GV	JT	6/11/2024
XO Communications	April 2024	May 31, 2024	7/30/2024	\$ 1,602.24	22158	NXT	8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com.. Erin.selke@verizon.com & vz.row.tulsa@verizon.com	GV	JT	7/8/2024
XO Communications	May 2024	June 30, 2024	8/29/2024	\$ 1,396.02	22190	NXT	9/10/2024	Emailed to: matthew.j.miller@verizon.com.. Erin.selke@verizon.com & vz.row.tulsa@verizon.com	GV	GV	8/13/2024
XO Communications	June 2024	July 31, 2024	9/29/2024	\$ 1,107.42	22222	NXT		Not 60 days, will email the following month		GV	9/10/2024
Verizon Wireless	June 2024	July 31, 2024	9/29/2024	\$ 1,585.25	22201	ATC		Not 60 days, will email the following month		GV	9/10/2024

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

TOTAL

\$ 37,060.06

-  = 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
 SEP 2023 - AUG 2024

		MBR CODE	2023 SEP	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	2024 JUL	2024 AUG	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	Mobilite LLC	MOB	1	1	1		1	1	1	1	1	1	1	1	11	100%	MOB	11
10	Sprint Communications	FON	1	1	1		1	1	1	1	1	1	1	1	11	100%	FON	11
11	Sprint-Nextel	SPR	1	1	1		1	1	1	1	1	1	1	1	11	100%	SPR	11
12	ExteNet Systems	EXT	1	1	1		1	1	1	1	1	1	1	1	11	100%	EXT	11
13	City of Riverside	J	1	1	1		1	1	1	1	1	1	1	1	11	100%	J	11
14	AT&T Mobility	LAC	1	1	1		1	1	1	1	1	1	1	1	11	100%	LAC	11
15	T-Mobile, USA	PBM	1	1	1		1	1	1	1	1	1	1	1	11	100%	PBM	11
16	City of Los Angeles	M	0	1	1		1	1	1	1	1	1	1	1	10	91%	M	11
17	City of Lompoc	LLW	1	1	1		1	1	1	1	1	0	1	1	10	91%	LLW	11
18	City of Anaheim	D	1	1	1		1	1	1	1	1	0	1	1	10	91%	D	11
19	City of Banning	COB	1	1	1		1	1	1	1	1	0	1	1	10	91%	COB	11
20	MCI/Metro	ATS	1	1	1		1	1	1	1	0	1	1	0	9	82%	ATS	11
21	MCI Communications	MCI	1	1	1		1	1	1	1	0	1	1	0	9	82%	MCI	11
22	XO Communications	NXT	1	1	1		1	1	1	1	0	1	1	0	9	82%	NXT	11
23	Bear Valley Electric	BVE	1	1	1		0	1	1	1	0	1	1	1	9	82%	BVE	11
24	Verizon Wireless	ATC	0	0	1		1	1	1	1	1	1	1	1	9	82%	ATC	11
25	City of Pasadena	MP	1	1	1		1	1	1	0	1	1	0	1	9	82%	MP	11
26	City of Azusa	MA	0	1	1		1	1	1	1	1	1	0	0	8	73%	MA	11
27	Sonic Telecom, LLC	STL	1	1	0		1	1	1	1	0	1	0	1	8	73%	STL	11
28	Teleport Comm America	TCA	0	1	1		1	1	1	0	0	1	1	1	8	73%	TCA	11
29	City of Colton	F	0	1	1		1	0	1	1	0	1	1	0	7	64%	F	11
30	City of Glendale	A	0	1	1		0	1	1	1	1	1	0	0	7	64%	A	11
31	Mpower/TelePacific	ICG	0	1	0		1	1	1	1	1	0	0	1	7	64%	ICG	11
	Total		24	30	29	0	29	30	31	29	24	27	26	25	Total			
	NO MEETING IN DECEMBER		SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG				

Member	ATC	ATS	B	BVE	COB	E	EXT	FTR	H/T	M	MCI	MP	NG	TWC	Totals	YTD
Joint JPAs Billed	1			3		204		1	5	20	2		21	1	258	3748
% of Joint JPAs Billed	0.004	0.000	0.000	0.012	0.000	0.791	0.000	0.004	0.019	0.078	0.008	0.000	0.081	0.004	1.00	
Joint JPAs Returned	3	1	2	12	3	47	3		2	68	1	1	11	3	157	1139
Total Joint JPAs Processed	4	1	2	15	3	251	3	1	7	88	3	1	32	4	415	
Section 18.1F JPAs included in above															0	
Multi JPAs Billed	1	11				138	1	1	8	2	2		81	6	251	1432
% of Multi JPAs Billed	0.004	0.044	0.000	0.000	0.000	0.550	0.004	0.004	0.032	0.008	0.008	0.000	0.323	0.024	1.00	
Multi JPAs Returned	1	41				71	28	1	9	33	58		231	16	489	3165
Total Multi JPAs Processed	2	52	0	0	0	209	29	2	17	35	60	0	312	22	740	4597
Section 18.1F JPAs included in above															0	
Total # JPAs Billed	2	11	0	3	0	342	1	2	13	22	4	0	102	7	509	5180
% of JPAs Billed	0.004	0.022	0.000	0.006	0.000	0.672	0.002	0.004	0.026	0.043	0.008	0.000	0.200	0.014	1.00	
# of JPAs Returned															646	4304
Total JPAs Processed	6	53	2	15	3	460	32	3	24	123	63	1	344	26	1155	9484
% of JPAs Billed															44.07%	
% of JPAs returned															55.93%	
Member	ATC	ATS	B	BVE	COB	E	EXT	FTR	H/T	M	MCI	MP	NG	TWC	Totals	
Poles Billed (Joint JPAs)	2			16		799		16	30	77	2		57	2	1001	12685
Poles Returned (joint)	5	24	4	139	4	371	9		7	419	1	2	38	16	1039	7940
Poles Billed (Multi JPAs)	1	227				746	4	26	125	5	11		524	28	1697	8035
Poles Returned (multi)	1	699				588	428	39	180	201	754		2669	86	5645	31822
Total # Poles Billed (Joint & Multi combined)	3	227	0	16	0	1545	4	42	155	82	13	0	581	30	2698	21883
% of Total Poles Billed (Joint & Multi combined)	0.001	0.084	0.000	0.006	0.000	0.573	0.001	0.016	0.057	0.030	0.005	0.000	0.215	0.011	1.00	
# of Poles Returned															6684	44092
Total Poles Processed	9	950	4	155	4	2504	441	81	342	702	768	2	3288	132	9382	65975
% of Poles Billed															28.76%	
% of Poles returned															71.24%	
RETURN RATE # OF JPAS	67%	79%	100%	80%	100%	26%	97%	33%	46%	82%	94%	100%	70%	73%		
RETURN RATE # OF POLES	67%	76%	100%	90%	100%	38%	99%	48%	55%	88%	98%	100%	82%	77%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	3842	1521	5363
HELD OVER POLES	16063	15604	31667

Average poles/JPA in 2024	6.96
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NON E Call Backs & F7 Do Not Bill received AFTER we finished processing (final-billed) the JPAs	JPAS	POLES
Call Backs	1	4
F7 Do not Bill	0	0
(not included in the above table)		

E SUB 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	0	0
(not included in the above table)		

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

Actual JPAs/poles received from 7/6/2024 - 8/5/2024 (August 2024 Bill of Sale):		JPAS	POLES
SCE		1973	7928
OTHER MEMBERS		873	9042

	JPAS	POLES
NON E CALL BACKS	190	1689
NON E FORM 7 DO NOT BILL	0	0
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	45	151
SCE FORM 7 DO NOT BILL	0	0
(not included in the above table)		

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
15	135
1679	12940

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

		YTD
Poles Billed	759	1140
Poles returned (memos)	291	418
Total Poles Processed (Billed + Memos)	1050	1558
JPAs Billed	180	285
JPAs returned (memos)	30	53
Total JPAs Processed (Billed + Memos)	210	338
JPAs Processed Call Back/F7 Do Not Bill	2	2
Poles Processed Call Back/F7 Do Not Bill	26	26

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

		YTD
Poles Billed	193	607
Poles returned (memos)	775	2302
Total Poles Processed (Billed + Memos)	968	2909
JPAs Billed	36	98
JPAs returned (memos)	93	234
Total JPAs Processed (Billed + Memos)	129	332
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

Overtime paid by the SCJPC proportionally

TOTALS

		YTD
Poles Billed	952	1747
Poles returned (memos)	1066	2720
Total Poles Processed (Billed + Memos)	2018	4467
JPAs Billed	216	383
JPAs returned (memos)	123	287
Total JPAs Processed (Billed + Memos)	339	670
JPAs Processed Call Back/F7 Do Not Bill	2	2
Poles Processed Call Back/F7 Do Not Bill	26	26

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
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	1547	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	1380	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	1448	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	1196	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	1130	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	1034	Electronic (high return rate ATS JPAS Ridgeline)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	1255	Electronic (high return rate ATS JPAS Ridgeline)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)
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

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%
Totals	572	426	998	132	63	195	69.76						

Average 15.25

2P B/S 8/24: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/26 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%
Totals	1175	2294	3469	251	224	475	235.49						

Average 14.40

Total 2P+3P hours 305.25 Grand total in 2024
Total 2P+3P poles processed 4,467 Grand total in 2024

Report from the SCJPC database:

Bill of Sale	% E Base Owner Poles processed in Billed JPAs	% Non E Base Owner Poles processed in Billed 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.

Southern California Joint Pole Committee

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

October 16, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 9:25 a.m., via teleconference.

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
Ms. April DeBarge	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. Silvia Villasenor	Southern California Edison
Mr. Todd Dailey	AT&T California
Ms. Kay Black	AT&T California
Mr. Barry Consulter	AT&T California
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. Jeremy Harmon	Verizon Wireless
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.
Ms. Alyssa Aguilar	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. Claudia Arellano	City of Vernon
Ms. Alicia Smith	Sprint Nextel/Sprint Communications
Ms. Shawn Henderson	T-Mobile USA
Mr. Johnny Villalobos	M-Power Communications
Ms. Linda McLean	Extenet Systems
Ms. Heidi Seropian	Extenet Systems
Ms. Maggie Howell	ATC-Outdoor DAS, LLC
Ms. Patti Ringo	Sonic Telecom, LLC

Ms. Angela Pranata
Ms. Kathleen Allen

Committee Staff
Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 9:25 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 **September 2024 Operating expense sheets**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata stated that a notice of default was sent to MCI Metro ATS, MCI Telecommunications, and XO Communications. Ms. Pranata is waiting for an update regarding their unpaid invoices. Ms. Ortiz stated that she would follow up with them and let Ms. Pranata know.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance**.

There were no questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes**. Ms. Allen stated she had a staff meeting on October 15, 2024. Ms. Allen updated SCJPC's internal Duplicate Procedure instructions. Ms. Allen informed the staff when reviewing duplicate JPAs and if one JPA is a memo and the other JPA is not a memo please process the non memo JPA. Do not return asking which JPA to bill. The staff trained on Section 10.7, and Ms. Allen reminded the staff that when a member is adding circuits or facilities in communication space and if the change in grade requires the purchase of an additional interest member must show purchase under Section 4.0. The staff then trained on two Section 7.13 JPAs with clearance attachment. Billers are to bill by Section 7.13 showing billing codes and zeros for the monies. Lastly, the staff trained on Section 16.4B and how to update the pole record. Ms. Allen reminded the staff to notate the pole record with the member establish at grade-1. For example, H ESTABLISH AT 24-1.

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 reported that she and Ms. Allen met with the City of Banning for a one-hour memo review session. Ms. Pranata added if any member would like to review their memos with SCJPC to please contact her.

Ms. Pranata displayed the Member Activity Report (see attached) for September 2024. Ms. Pranata reported for September 2024 bill of sale the office processed 8,922 poles 1,248 JPAs. 2,151 poles were JPAs with five plus parties which took longer time to process than two, three, or four party JPAs.

There were no questions or comments.

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

SCJPC Office updates:

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

Ms. Pranata reported the next page shows the *Productivity without Overtime* (see attached). Ms. Pranata stated it was an average month with one holiday and two billers on vacation. Ms. Pranata reiterated that the staff processed a lot of five plus party JPAs.

Ms. Pranata then displayed the *SCJPC Overtime Monthly Update* report (see attached). Ms. Pranata stated the staff processed 2,338 poles 347 JPAs during overtime. The staff worked an additional 156 hours outside of business hours.

Ms. Pranata reported the next page is the *Report from the SCJPC database* (see attached). Ms. Pranata stated the number of poles processed on billed JPAs are 80.36% which are E based owner poles.

There were no questions or comments.

Billing Errors/Billing Questions (standing agenda)

E6032-411399460 - Section 7.7 billing question

Ms. Allen displayed JPA E6032-411399460 on the screen (see attached). Ms. Allen stated that she wants to make sure that the billing is done correctly. Ms. Allen explained members are to match grade and space on record side of the JPA to SCJPC's pole record and if they do not the JPA would result in a memo. The way grade and space is shown on the JPA is that HLA is purchasing into the safety clearance zone. Ms. Allen inquired if HLA is actually purchasing into the safety clearance zone or is it a regular 6' safety clearance zone but cannot be shown due to the rule of the record side of the JPA must match SCJPC's pole record. Ms. Allen stated that there is a difference in price and reason she is asking. Ms. DeBarge inquired if purchasing one foot in the safety clearance zone is a different price then not purchasing one foot in the safety clearance zone. Ms. Allen replied yes. Mr. Harmon stated that he thought the safety clearance zone could be reduced as necessary. Ms. DeBarge inquired if the grade and space shown on the JPA is what is on SCJPC's record. Ms. Allen replied yes that she added the grade and space in red to show the calculation of HLA being in the safety clearance zone but the grade in black is what is on SCJPC's pole record and how Edison submitted it. Ms. Allen stated that billers do not really know if the attachment is in the safety clearance zone because the rule on record side of JPA must match SCJPC's pole record or if out in the field HLA is actually attached with a 6' safety clearance zone. Ms. Allen reiterated there is a difference in price and wants to make sure they are billed correctly. Mr. Van Stryk inquired if Ms. Allen has done a cost comparison on both purchasing into the safety clearance zone and not purchasing into the safety clearance zone. Ms. Allen stated she has not but could do. Mr. Van Stryk stated that that he thinks that might help and then stated it is Edison's JPA and perhaps they want to

express how they want Ms. Allen to handle it. Ms. Debarge stated they would like to see the calculations and if this is something that happens moving forward because members have to stick to what's on the pole card and Edison is trying to show what's in the field.

After some further discussion the item will be tabled until next month when Ms. Allen comes back with a cost comparison on both scenarios.

NG JPA: Pole not set deep enough

Ms. LaMon stated she has a JPA that they are trying to close out. It is a 30' pole and set only 4' deep. Crown Castle's attachment was placed at 25½'. Ms. LaMon reached out to Ms. Allen, and they are not really sure how to bill and move forward. Crown Castle ran the windloading to make sure everything is passing, and it is. Ms. Allen apologized to Ms. LaMon and stated that she calculated the grade and space incorrect when they originally emailed about the pole and to please submit the JPA for billing.

There were no further questions or comments.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

- Action item from last month:
- Mr. Treepasian to create an outline member training.

Mr. Treepaisan stated that he was unable to finish creating an outline for this and will get back to it soon.

There were no questions or comments.

Lease Agreement

- Real estate attorney \$425/hr – 2-3 hrs to review
- Action items from last month:
- The Committee to continue to explore the options into subleasing and what to do with the office space
- Members to think about what to do with SCJPC's memorabilia

Ms. Pranata stated she does not have an update on the Lease Agreement. Mr. Treepaisan inquired if this item should be removed from the agenda until there is something new to report. Ms. Pranata stated yes and that she would remove the item from the agenda.

There were no further questions or comments.

YubiKeys quote from IT Vendor

- \$2042.25 for 10 employees
 - Includes the hardware and setup (quote in packet)
- No monthly or annual fees

- Need operating Committee approval to move forward
- Action item from last month
- Ms. Treepasian to investigate the longevity and reliability of the YubiKeys authenticator.

Mr. Treepasian stated that he misunderstood the technology of the YubiKeys. Looking into it, it is a USB solid state. It seems like it would last. Mr. Treepasian then stated the cost is about \$235.00 versus the \$2.00 a pay period and the committee is looking at getting about four and half years out of them and that would cover the employees. Mr. Treepasian thinks long term it would be cheaper getting the YubiKeys assuming nothing changes with technology or Microsoft Authentication. Mr. Treepasian was unsure if members felt one way or the other of using the YubiKeys or cell phone authentication. Ms. Pranata added that the Labor Attorney recommended SCJPC to pay the staff \$2.00 per pay period if the staff don't have the YubiKeys. Ms. Pranata explained the staff needs to use their personal cell phones for the Microsoft Authentication app to authenticate themselves in order to use the Microsoft 365 on their work laptop. That would be about \$52 per year per person. It was recommended for the staff to use the YubiKeys. Ms. Black inquired if Ms. Pranata or the employees had a preference. Ms. Pranata stated that the employees prefer not to use their personal cell phone. Mr. Treepasian stated based on that preference SCJPC will move forward with the YubiKeys then. Ms. Pranata stated that she will move forward this year 2024 and will delete the line item from the 2025 budget.

There were no further questions or comments.

2025 Operating Budget

Mr. Treepasian stated that the 2025 Operating Budget was emailed out the day prior and was unsure if members had a chance to review it. Mr. Treepasian solicited any questions, comments, or concerns. Ms. Pranata stated as she mentioned in her email, and she wants to point it out as well for members to please pay special attention to the *Member Assessment Proportional or Equal column*. Once the 2025 Operating Budget is approved Ms. Pranata would not be able to change it. If members do want to change an item from proportional to equal or vice versa to please let Ms. Pranata know as soon as possible. The adjustment has been made for the salary line item, which would be the last page and based on Ms. Pranata and Mr. Treepasian discussion an overall 4% salary has been budgeted for the current 10 employees and two new administrative aide positions have been accounted for. One position is to replace Joanne Ayala who was released on August 1st and the second position was added per the Operating Committee's request during the July 2024 meeting. Ms. Pranata continued that the overall budget has increased mainly due to the addition of the two positions and their associated costs. Which includes salaries, health insurance, payroll taxes, SEP IRA contribution as well as computer related maintenance, payroll services, new chairs, new laptops, and new monitors. Ms. Pranata stated that she will delete the YubiKeys from line item 66 because Ms. Pranata will be moving forward with the purchase in 2024. Mr. Treepasian inquired if members had any questions or concerns, they could bring up or they can be discussed next month.

There were no further questions or comments.

Review of Action Items:

- Mr. Treepaisan to work on the memo review and incorporate training.
- Ms. Allen will be investigating the cost comparison of the safety clearance zone.

The meeting adjourned at 9:53 a.m. until November 20, 2024.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		September 30, 2024			YTD Through September, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	%	Budget
EMPLOYEE EXPENSE									
Salaries		77,907	69,717.23	8,189.85	701,164	587,054.35	114,109.39	16%	934,884.98
Regular (Budgeted)	69,717.23	-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,382.16	784.51	82,500	73,780.74	8,719.26	11%	110,000.00
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)	276.45			-	-	-	-		
Payroll Taxes		6,233	5,033.71	1,198.86	56,093	40,951.77	15,141.33	27%	74,790.80
Workers Compensation		383	276.83	106.50	3,450	4,017.47	(567.47)	-16%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	53.60	(32.77)	188	289.65	(102.15)	-54%	250.00
PENSION EXPENSE									
Contribution-SEP IRA		7,214	6,618.99	595.06	64,926	55,413.13	9,513.33	15%	86,568.61
MONTHLY RECURRING									
Rent		10,136	10,187.73	(51.93)	91,222	90,475.83	746.37	1%	121,629.60
Alarm System	Quarterly	58	173.97	(115.64)	525	521.91	3.09	1%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	428.09	133.91	5,058	5,010.04	47.96	1%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	621	621.00	-	0%	828.00
Postage & Shipping		17	9.85	6.82	150	274.19	(124.19)	-83%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	1,575	1,441.80	133.20	8%	2,100.00
EQUIPMENT & FURNITURE									
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	-	8.33	75	10.41	64.59	86%	100.00

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

OPERATING EXPENSES		September 30, 2024			YTD Through September, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,165.00	451.67	14,550	10,579.50	3,970.50	0	19,400.00
FRIEND Support		400	400.00	-	3,600	3,600.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	1,420.13	213.20	14,700	12,473.74	2,226.26	15%	19,600.00
Computer (repair, maintenance, supplies)		141	70.21	70.62	1,268	875.53	391.97	31%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	-	8.33	75	-	75.00	100%	100.00
Office Supplies	Fire Extinguisher Service	51	99.50	(48.67)	458	565.46	(107.96)	-24%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	-	416.67	3,750	5,405.00	(1,655.00)	-44%	5,000.00
Attorney* (Vision Law Corp)		500	499.00	1.00	4,500	4,491.00	9.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *			-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		115	100.00	15.00	1,035	852.00	183.00	18%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	75	204.31	(129.31)	-172%	100.00
Publications/Subscriptions/Reference (DocuSign)	DocuSign	21	45.00	(24.17)	188	472.95	(285.45)	-152%	250.00
Seminars, professional development, & tuition	Sexual Harrasment mandatory training	117	227.00	(110.33)	1,050	709.88	340.12	32%	1,400.00
Team Building	Semi Annual	63	-	62.50	563	292.30	270.20	48%	750.00
Member Retirement plaques		42	-	41.67	375	-	375.00	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	450	491.68	(41.68)	-9%	600.00
Total Operating Expenses		117,131.33	104,977.00	12,154.33	1,054,181.99	919,615.35	153,348.03	15%	1,405,575.99

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

OPERATING EXPENSES		September 30, 2024			YTD Through September, 30 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	TIME CARD SOFTWARE	151	20.00	130.83	1,358	1,000.99	356.51	26%	1,810.00
FRIEND Pro Purchase* (Hyperlink)	EQUAL ASSESSMENT	2,813	16,500.00	(13,687.50)	25,313	33,000.00	(7,687.50)	-30%	33,750.00
Website Redesign* (Accurate Digital Solutions)	EQUAL ASSESSMENT	3,333	-	3,333.33	30,000	25,489.10	4,510.90	15%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	337.26	33.57	3,338	3,078.25	259.25	8%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	11,250	13,416.46	(2,166.46)	-19%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	16,857.26	(8,939.76)	71,257.50	75,984.80	(4,727.30)	-7%	95,010.00
Interest Earned/Misc Income			(0.39)			(3.55)			
						-			
						-			
TOTAL		125,048.83	121,833.87	3,214.57	1,125,439.49	995,596.60	148,620.73	13%	1,500,585.99
SCE SPECIAL BILLING TOTAL			-			69,920.85			
TOTAL WITH SCE OT BILLING			121,833.87			1,065,517.45			
*Items in blue are assessed equally									
10/7/2024									

Delinquent Accounts
As of 10/9/2024

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	July 2024	August 31, 2024	10/30/2024	\$ 1,261.96	22247	LAC		Not 60 days, will email the following month		GV 10/8/2024
City of Anaheim	July 2024	August 31, 2024	10/30/2024	\$ 1,584.43	22235	D		Not 60 days, will email the following month		GV 10/8/2024
City of Azusa	July 2024	August 31, 2024	10/30/2024	\$ 1,192.96	22236	MA		Not 60 days, will email the following month		GV 10/8/2024
City of Colton	May 2024	June 30, 2024	8/29/2024	\$ 1,382.16	22174	F	9/10/2024; 10/08/2024	Emailed to: aaquilar@coltonca.gov, adunning@coltonca.gov	GV	GV 8/13/2024
City of Colton	June 2024	July 31, 2024	9/29/2024	\$ 1,096.46	22206	F	10/8/2024	Emailed to: aaquilar@coltonca.gov, adunning@coltonca.gov	GV	GV 9/10/2024
Extenet Systems INC	July 2024	August 31, 2024	10/30/2024	\$ 1,136.72	22261	EXT		Not 60 days, will email the following month		GV 10/8/2024
MCI METRO/ATS	March 2024	April 30, 2024	6/29/2024	\$ 1,780.70	22120	ATS	7/8/2024; 8/13/2024; 9/10/2024;	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com, vz.row.tulsa@verizon.com	JT, GV, AP	JT 6/11/2024
MCI METRO/ATS	April 2024	May 31, 2024	7/30/2024	\$ 1,833.32	22152	ATS	8/13/2024; 9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com, vz.row.tulsa@verizon.com	GV, AP	JT 7/8/2024
MCI METRO/ATS	May 2024	June 30, 2024	8/29/2024	\$ 1,681.83	22184	ATS	9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com	GV, AP	GV 8/13/2024
MCI METRO/ATS	June 2024	July 31, 2024	9/29/2024	\$ 1,337.57	22216	ATS	10/8/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com	AP	GV 9/10/2024
MCI METRO/ATS	July 2024	August 31, 2024	10/30/2024	\$ 1,479.44	22248	ATS		Not 60 days, will email the following month		GV 10/8/2024
MCI TELECOMMUNICATIONS	March 2024	April 30, 2024	6/29/2024	\$ 1,531.03	22121	MCI	7/8/2024; 8/13/2024; 9/10/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com, vz.row.tulsa@verizon.com	JT, GV, AP	JT 6/11/2024
MCI TELECOMMUNICATIONS	April 2024	May 31, 2024	7/30/2024	\$ 1,574.97	22153	MCI	8/13/2024; 9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com, vz.row.tulsa@verizon.com	GV, AP	JT 7/8/2024
MCI TELECOMMUNICATIONS	May 2024	June 30, 2024	8/29/2024	\$ 1,363.97	22185	MCI	9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com	GV, AP	GV 8/13/2024
MCI TELECOMMUNICATIONS	June 2024	July 31, 2024	9/29/2024	\$ 1,082.08	22217	MCI	10/8/2024	Emailed to: matthew.j.miller@verizon.com, erin.selke@verizon.com, vz.row.tulsa@verizon.com	AP	GV 9/10/2024
MCI TELECOMMUNICATIONS	July 2024	August 31, 2024	10/30/2024	\$ 1,185.46	22249	MCI		Not 60 days, will email the following month		GV 10/8/2024
Sonic Telecom LLC	July 2024	August 31, 2024	10/30/2024	\$ 1,102.97	22264	STL		Not 60 days, will email the following month		GV 10/8/2024
Sprint-Nextel Corporation	June 2024	July 31, 2024	9/29/2024	\$ 1,051.94	22212	SPR	10/8/2024	Emailed to SPR.JPA@motiveis.com. & Bill.Nolan@t-mobile.com	GV	GV 9/10/2024
Sprint-Nextel Corporation	July 2024	August 31, 2024	10/30/2024	\$ 1,150.22	22244	SPR		Not 60 days, will email the following month		GV 10/8/2024
Teleport Comm. America LLC	April 2024	May 31, 2024	7/30/2024	\$ 1,887.33	22138	TCA	8/13/2024; 9/10/2024; 10/08/2024	Emailed TCAJPA@motiveis.com, jcmckinney@att.com & ba3817@att.com	GV	JT 7/8/2024
Teleport Comm. America LLC	June 2024	July 31, 2024	9/29/2024	\$ 1,378.16	22202	TCA	10/8/2024	Emailed TCAJPA@motiveis.com, jcmckinney@att.com & ba3817@att.com	GV	GV 9/10/2024
T-Mobile, USA	June 2024	July 31, 2024	9/29/2024	\$ 1,043.72	22219	PBM	10/8/2024	Emailed to shenderson@networkconnex.com	GV	GV 9/10/2024
XO Communications	March 2024	April 30, 2024	6/29/2024	\$ 1,558.77	22126	NXT	7/8/2024; 8/13/2024; 9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, Erin.selke@verizon.com & vz.row.tulsa@verizon.com	JT, GV, AP	JT 6/11/2024
XO Communications	April 2024	May 31, 2024	7/30/2024	\$ 1,602.24	22158	NXT	8/13/2024; 9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, Erin.selke@verizon.com & vz.row.tulsa@verizon.com	GV, AP	JT 7/8/2024
XO Communications	May 2024	June 30, 2024	8/29/2024	\$ 1,396.02	22190	NXT	9/10/2024; 10/08/2024	Emailed to: matthew.j.miller@verizon.com, Erin.selke@verizon.com & vz.row.tulsa@verizon.com	GV, AP	GV 8/13/2024
XO Communications	June 2024	July 31, 2024	9/29/2024	\$ 1,107.42	22222	NXT	10/8/2024	Emailed to: matthew.j.miller@verizon.com, Erin.selke@verizon.com & vz.row.tulsa@verizon.com	AP	GV 9/10/2024
XO Communications	July 2024	August 31, 2024	10/30/2024	\$ 1,211.71	22254	NXT		Not 60 days, will email the following month		GV 10/8/2024

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

TOTAL \$ 36,995.56

-  = 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
OCT 2023 - SEP 2024

		MBR CODE	2023 OCT	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	2024 JUL	2024 AUG	2024 SEP	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1	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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1	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	1	11	100%	H / T	11
5	Time-Warner	TWC	1	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	1	11	100%	B	11
7	City of Vernon	V	1	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	1	11	100%	AMT	11
9	Boldyn Networks US LLC	MOB	1	1		1	1	1	1	1	1	1	1	1	11	100%	MOB	11
10	Sprint Communications	FON	1	1		1	1	1	1	1	1	1	1	1	11	100%	FON	11
11	Sprint-Nextel	SPR	1	1		1	1	1	1	1	1	1	1	1	11	100%	SPR	11
12	ExteNet Systems	EXT	1	1		1	1	1	1	1	1	1	1	1	11	100%	EXT	11
13	City of Riverside	J	1	1		1	1	1	1	1	1	1	1	1	11	100%	J	11
14	AT&T Mobility	LAC	1	1		1	1	1	1	1	1	1	1	1	11	100%	LAC	11
15	T-Mobile, USA	PBM	1	1		1	1	1	1	1	1	1	1	1	11	100%	PBM	11
16	City of Los Angeles	M	1	1		1	1	1	1	1	1	1	1	1	11	100%	M	11
17	City of Lompoc	LLW	1	1		1	1	1	1	1	0	1	1	1	10	91%	LLW	11
18	City of Anaheim	D	1	1		1	1	1	1	1	0	1	1	1	10	91%	D	11
19	Verizon Wireless	ATC	0	1		1	1	1	1	1	1	1	1	1	10	91%	ATC	11
20	City of Banning	COB	1	1		1	1	1	1	1	0	1	1	0	9	82%	COB	11
21	MCI/Metro	ATS	1	1		1	1	1	1	0	1	1	0	1	9	82%	ATS	11
22	MCI Communications	MCI	1	1		1	1	1	1	0	1	1	0	1	9	82%	MCI	11
23	XO Communications	NXT	1	1		1	1	1	1	0	1	1	0	1	9	82%	NXT	11
24	Bear Valley Electric	BVE	1	1		0	1	1	1	0	1	1	1	1	9	82%	BVE	11
25	City of Pasadena	MP	1	1		1	1	1	0	1	1	0	1	1	9	82%	MP	11
26	City of Azusa	MA	1	1		1	1	1	1	1	1	0	0	1	9	82%	MA	11
27	Teleport Comm America	TCA	1	1		1	1	1	0	0	1	1	1	1	9	82%	TCA	11
28	Sonic Telecom, LLC	STL	1	0		1	1	1	1	0	1	0	1	1	8	73%	STL	11
29	City of Colton	F	1	1		1	0	1	1	0	1	1	0	1	8	73%	F	11
30	City of Glendale	A	1	1		0	1	1	1	1	1	0	0	0	7	64%	A	11
31	Mpower/TelePacific	ICG	1	0		1	1	1	1	1	0	0	1	0	7	64%	ICG	11
Total			30	29	0	29	30	31	29	24	27	26	25	28	Total			
NO MEETING IN DECEMBER			OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP				

Member	ATC	ATS	BVE	COB	E	EXT	FTR	H/T	M	MCI	NG	NXT	TWC	Totals	YTD
Joint JPAs Billed			3		456			3	7		4			473	4221
% of Joint JPAs Billed	0.000	0.000	0.006	0.000	0.964	0.000	0.000	0.006	0.015	0.000	0.008	0.000	0.000	1.00	
Joint JPAs Returned	1		15	8	107	1	1	9	95	1	3		1	242	1381
Total Joint JPAs Processed	1	0	18	8	563	1	1	12	102	1	7	0	1	715	
Section 18.1F JPAs included in above														0	
Multi JPAs Billed	43				116	1		6	4	3	35	1	7	216	1648
% of Multi JPAs Billed	0.199	0.000	0.000	0.000	0.537	0.005	0.000	0.028	0.019	0.014	0.162	0.005	0.032	1.00	
Multi JPAs Returned	3	50			39	11	1	8	77	50	71		7	317	3482
Total Multi JPAs Processed	46	50	0	0	155	12	1	14	81	53	106	1	14	533	5130
Section 18.1F JPAs included in above	2	2					1	9		1	10	1		26	
Total # JPAs Billed	43	0	3	0	572	1	0	9	11	3	39	1	7	689	5869
% of JPAs Billed	0.062	0.000	0.004	0.000	0.830	0.001	0.000	0.013	0.016	0.004	0.057	0.001	0.010	1.00	
# of JPAs Returned														559	4863
Total JPAs Processed	47	50	18	8	718	13	2	26	183	54	113	1	15	1248	10732
% of JPAs Billed														55.21%	
% of JPAs returned														44.79%	
Member	ATC	ATS	BVE	COB	E	EXT	FTR	H/T	M	MCI	NG	NXT	TWC	Totals	
Poles Billed (Joint JPAs)			34		1366			8	31		10			1449	14134
Poles Returned (joint)	1		268	30	863	1	39	21	639	7	18		1	1888	9828
Poles Billed (Multi JPAs)		983			457	1		96	18	8	207	13	16	1799	9834
Poles Returned (multi)	39	1050			349	152	21	104	649	560	838		24	3786	35608
Total # Poles Billed (Joint & Multi combined)	0	983	34	0	1823	1	0	104	49	8	217	13	16	3248	25131
% of Total Poles Billed (Joint & Multi combined)	0.000	0.303	0.010	0.000	0.561	0.000	0.000	0.032	0.015	0.002	0.067	0.004	0.005	1.00	
# of Poles Returned														5674	49766
Total Poles Processed	40	2033	302	30	3035	154	60	229	1337	575	1073	13	41	8922	74897
% of Poles Billed														36.40%	
% of Poles returned														63.60%	
RETURN RATE # OF JPAS	9%	100%	83%	100%	20%	92%	100%	65%	94%	94%	65%	0%	53%		
RETURN RATE # OF POLES	100%	52%	89%	100%	40%	99%	100%	55%	96%	99%	80%	0%	61%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	4723	1716	6439
HELD OVER POLES	19034	17174	36208

Average poles/JPA in 2024	6.98
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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	0	0
(not included in the above table)		

E SUB 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	0	0
(not included in the above table)		

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

Actual JPAs/poles received from 8/6/2024 - 9/5/2024 (September 2024 Bill of Sale):		
	JPAS	POLES
SCE	1822	7416
OTHER MEMBERS	877	8434

	JPAS	POLES
Corrupt JPAs (Unable to open and view) (not included in the above table)	13	UNK

	JPAS	POLES
NON E CALL BACKS (not included in the above table)	3	66

	JPAS	POLES
SCE CALL BACKS	17	30
SCE FORM 7 DO NOT BILL (not included in the above table)	4	14

SCE's Inspections JPAs/Poles were not included in above table	SCE O&M YTD
	17
	152
	1633
	14573

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

		YTD
Poles Billed	666	1806
Poles returned (memos)	302	720
Total Poles Processed (Billed + Memos)	968	2526
JPAs Billed	156	441
JPAs returned (memos)	24	77
Total JPAs Processed (Billed + Memos)	180	518
JPAs Processed Call Back/F7 Do Not Bill	0	2
Poles Processed Call Back/F7 Do Not Bill	0	26

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

		YTD
Poles Billed	384	991
Poles returned (memos)	986	3288
Total Poles Processed (Billed + Memos)	1370	4279
JPAs Billed	58	156
JPAs returned (memos)	109	343
Total JPAs Processed (Billed + Memos)	167	499
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

Overtime paid by the SCJPC proportionally

TOTALS

		YTD
Poles Billed	1050	2797
Poles returned (memos)	1288	4008
Total Poles Processed (Billed + Memos)	2338	6805
JPAs Billed	214	597
JPAs returned (memos)	133	420
Total JPAs Processed (Billed + Memos)	347	1017
JPAs Processed Call Back/F7 Do Not Bill	0	2
Poles Processed Call Back/F7 Do Not Bill	0	26

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
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	1547	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	1380	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	1448	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	1196	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	1130	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	1034	Electronic (high return rate ATS JPAS Ridgeline)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	1255	Electronic (high return rate ATS JPAS Ridgeline)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)
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

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%
Totals	1110	925	2035	269	113	382	130.00						

Average 15.91

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

Average billing joint (2 owners) poles/hour goal:	12.10
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*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%
Totals	1688	3083	4771	328	307	635	331.25						

Average 14.13

Total 2P+3P hours	461.25	Grand Total
Total 2P+3P poles processed	6,806	Grand Total

Report from the SCJPC database:

Bill of Sale	% E Base Owner Poles processed in Billed JPAs	% Non E Base Owner Poles processed in Billed 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.



4 Mason, Suite B, Irvine, CA 92618
t. 949-597-8560 afarah@qlan.com

QUOTE

Number AAAQ7824

Date Oct 4, 2024

Sold To

Southern California Joint Pole Committee SC
Angela Pranata
279 E Arrow Hwy, Suite 104
San Dimas, CA 91773
United States

Phone (909) 451-3024
Fax

Ship To

Southern California Joint Pole Committee SCJ
Angela Pranata
279 E Arrow Hwy
Ste 104
San Dimas, CA 91773-3320
United States

Phone (909) 451-3024
Fax

Here is the quote you requested.

Salesperson	P.O. Number	Ship Via	Terms
afarah			Due Upon Receipt

Qty	Description	Unit Price	Ext. Price
10	Deploy Yubikey MFA hardware and setup Yubico - YubiKey 5C NFC - Two-Factor authentication (2FA) Security Key, Connect via USB-C or NFC, FIDO Certified - Protect Your Online Accounts	\$55.00	\$550.00
8	Estimated Labor: - Configure Office 365 for using Yubikeys - Work with end users to configure Yubikeys	\$180.00	\$1,440.00

Onsite support may incur a trip charge based on the destination address.

X

Approval Signature

Date

SubTotal	\$1,990.00
Tax	\$52.25
Shipping	\$0.00
Total	\$2,042.25

Please contact me if I can be of further assistance.

Offer valid for 30-days

Thank you for your business.

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.

SCJPC USE ONLY

BILL NO. _____

PAGE NO. 1 OF 1

Date Prepared1/22/2021

Date Sent6/5/2021

Confirming Agreement

In FieldBy PhoneBy Email

Date CompletedJUN 25 2024

Estimated Construction Start DateJPA

Auto No.E6032-411399460

COSTS and BILLING DATA

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

UTILITY	REPRESENTATIVE	PHONE NUMBER/EMAIL	DISTRICT-DIVISION-EXCHANGE	APPROVED	ACCOUNTING DATA
E	HAMILTON, KIM ANTHONY		DOMINGUEZ HILLS	ISMAEL JOSUE CORTEZ	TD1733630 2TX 700124
FTR	KYLE DEHAVEN	714-375-6746	LONG BEACH	RAY ROUNDTREE	331-70013
HLA	R. STANARD	G10251@ATT.COM	LA	B. BARRERA MV	A110

BILL NO.

|--|

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
SOP = SECTION OF POLE
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
BELLFLOWER
COMMUNITY

FORM 48 SENT 9/11/2023

EJPA

COL TOT

PAGE TOTAL

Southern California Joint Pole Committee

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

November 20, 2024

A regular meeting of the **Operating Committee** took place on the above date, at 10:20 a.m., via teleconference.

Those in attendance were:

Mr. Lex Treepaisan	Frontier Communications
Mr. John Bacon	City of Los Angeles
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
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. Joe Armstrong	City of Pasadena
Mr. Anthony Ghilardi	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. Maggie Howell	ATC-Outdoor DAS, LLC
Ms. Patti Ringo	Sonic Telecom, LLC
Ms. Angela Pranata	Committee Staff
Ms. Kathleen Allen	Committee Staff

Chairperson, Mr. Treepaisan called the meeting to order at 10:20 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 **October 2024 Operating expense sheets.**

There were no questions or comments.

The third agenda item is **Accounts Receivable.** Ms. Pranata stated that payments were received from MCI/Metro ATS, MCI Telecommunications, and XO Communications. Mr. Treepasian inquired if anything major was still outstanding. Ms. Pranata stated just the ones displayed on the screen shown in red (see attached).

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance.** Ms. Pranata stated that she did notify the City of Glendale that there will be a \$500 attendance penalty assessed. Ms. Pranata added that they did not attend that day's Administrative Board meeting.

There were no further questions or comments.

The fifth agenda item for discussion is **Billing Standardization of Procedures and Minutes.** Ms. Allen had a staff meeting on November 5, 2024. Ms. Allen shared with the staff that per the October 16, 2024, Administrative Board Meeting that 18.1G is a new Approved for Billing out of Sequence JPAs. If the staff starts to see this new Approved, they are not to return the JPA via memo. Ms. Allen made examples to show the different ways SCJPC can accept the JPA and that under Accounting Data it must show Special Billing. Ms. Allen informed the staff that once these JPAs start coming in they will discuss billing, and Ms. Allen will create examples. Ms. Allen then informed the staff that per the October 16, 2024, Operating Committee Meeting that NG has a JPA where the pole was not set in ground deep enough. Ms. Allen explained to the staff how to figure out grade and space and how to bill. The JPA will be noted, and the biller should not return this JPA via memo for invalid top grade. Ms. Allen updated the Approved Contractor's list and shared it with the staff. They also trained on Unauthorized Attach Sections 7.7 and 4.1. And from an email from Edison that billers can assume the SCZ is above the unauthorized attachment and bill per 6' SCZ. Ms. Allen created examples and explained to the staff how to bill.

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 October 2024. Ms. Pranata reported for October 2024 bill of sale the office processed 8,817 poles 1,534 JPAs. 1,052 JPAs were finalized.

There were no questions or comments.

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

SCJPC Office updates:

- Office productivity without OT
- Processed 1500 OK to Bill Form 7 from SCE, 42 hrs total
- SCE OT monthly report. SCJPC will pay for OT starting July 2024. SCJPC to process all JPAs in the order they are received.
- Poles percentages

Ms. Pranata reported the next page shows the *Productivity without Overtime* from June 2022 to current (see attached).

Ms. Pranata stated that the office received 1,500 OK to Bill Form 7's from SCE and it took the staff approximately 42 hours to process. The project took time away from processing additional JPAs.

Ms. Pranata then displayed the *SCJPC Overtime Monthly Update* report (see attached). Ms. Pranata stated the staff processed 645 JPAs a total of 2,610 poles. The staff worked a total of 207 additional hours. Seven JPAs were pulled by members after the JPAs were billed.

Ms. Pranata reported the next page is the *Report from the SCJPC database* (see attached). Ms. Pranata stated that 83% of the poles in billed JPAs in October 2024 are Edison base-owner poles.

There were no questions or comments.

Administrative Aide Position

Ms. Pranata stated that she and Ms. Allen interviewed three candidates for the Administrative Aide position and unfortunately none were a match for the SCJPC. Since then, Ms. Pranata has not received any new applicants. Ms. Pranata asked the staffing agency for feedback, and they indicated that the biggest issues were lack of proficiency in Excel and/or typing test and also disinterest in completing the test assessments. They also notice that candidates would apply to multiple jobs, which led to push back or candidates not completing one or two assessments. Ms. Pranata is unsure why the candidates are unable to pass the typing test because she is only asking for 45 words typed per minute. Additionally, Ms. Pranata already lowered the minimum Excel test score requirement to 85%. Originally it was 90% and Ms. Pranata lowered it to 85%. Ms. Pranata emailed the staffing agency that she wanted to review the Excel beginner and intermediate test to determine which one would be the best fit for the position. Ms. Pranata stated that she is trying her best to fill the position. Mr. Treepasian was a little confused that applicants were unable to make the typing requirement. He thought the new generation sacrificed writing in cursive to type.

There were no further questions or comments.

Billing Errors/Billing Questions (standing agenda)

There were none.

ATS, MCI, and NXT requested a one-time training session at the SCJPC office (Matt Miller – ATS, MCI, NXT 6/11/2024)

- Action item from last month:
- Mr. Treepasian to work on the memo review and incorporate training.

Mr. Treepasian stated he was going to put something together, some sort of outline. However, looking at what he was trying to do incorporate training into the memo review Mr. Treepasian thought he was over complicating things as for as memo review. If members request training, they can go over the heavy hitters of the memo review to see what the highest cause of returns are. In terms of training the SCJPC office is limited to training on final billing only. Mr. Treepasian then stated that he was thinking going after the heavy hitters and then having some sort of specific JPA examples as part of the training and that should satisfy the hour. Mr. Treepasian was more concerned what would happen if everybody started requesting training and if that hour would turn into two hours and what type of support from Ms. Pranata and Ms. Allen would be needed. Mr. Treepasian was more concerned about the impact of productivity. Mr. Treepasian thinks to keep it with the memo reviews and maybe a specific example and if there's any other training requested outside of that, it can be treated on a case-by-case basis because Mr. Treepasian doesn't necessarily know what people want. Mr. Treepasian has a general idea of what the office is capable of. If members need training it can be vetted if the training they need can actually be offered by the office, or if there's other issues. Mr. Treepasian inquired if members had any questions or concerns with that. There were none.

There were no further questions or comments.

2025 Operating Expense Budget Draft 2

- Draft 2 emailed on 11/6/2024 & 11/14/2024
- If there are no changes, Draft 2 will be sent to all members and will be in the Consent Calander in January 2025

Ms. Pranata stated she emailed the budget to the Operating Committee members and if there are no changes Ms. Pranata will email all members, and it will be on the Consent Calendar for January 2025. Mr. Treepasian inquired if members still have a few days to review and send in comments. Ms. Pranata stated that this is the second month that it is on the agenda and inquired if the committee needs more time to review. Ms. Pranata then stated if there are any concerns to please email her by December 2, 2024.

Ms. McLean inquired whether there is a budget for team meetings and lunch for the staff. Ms. Pranata explained that there is a \$750 budget under Team Building for the staff. Ms. McLean then asked what that includes. Ms. Pranata explained that currently the office has ten employees, but in the future, it will have twelve employees. The staff usually has a working lunch together, typically twice a year: once at the beginning of the year and again, usually at Christmas, when the staff gets together for a Secret Santa gift exchange. Ms. McLean stated that she thinks Team Building is really important and then inquired if \$750 is enough. Mr. Treepasian stated that it used to be more, but the committee reduced it. Ms. Pranata stated that previously the

budget was \$2000 a year and the staff met quarterly. However, since the budget was reduced to \$750 a year, the staff now only meets once every six months. Ms. McLean stated that she is in support of the SCJPC for all the work they do for members. Mr. Treepasian stated that previously it was \$2000, and he was okay with that. However, some members expressed concern. Mr. Treepasian is unsure if members still have those concerns. Mr. Treepasian then stated bumping it up to \$2000 would allow Ms. Pranata quarterly Team Building get together with the staff. Mr. Treepasian inquired if they up the Team Building from \$750 to \$2000 a year, are they any members on the call that have any issue with that to allow for a quarterly Team Building. Ms. Black stated that she is the proxy for AT&T California and unable to give feedback until Mr. Dailey returns. Ms. McLean solicited other members' opinion and then inquired if this is a weighted option and how the voting would transpire. Ms. McLean added that she thinks \$750 is low. Ms. Black stated that is something Mr. Dailey needs to know if the expense is weighted average or even expense through all the members. Mr. Van Stryk pointed out that on the budget it states "P" for proportional and therefore is weighted. Mr. Treepasian inquired if members had any further questions or comments. Mr. Van Stryk added he is okay with \$2000. Mr. Treepasian stated for Ms. Pranata to bump up the budget to \$2000. Ms. Pranata verified the previous year's Team Building budget and it was \$2000 a year and not \$1500. Mr. Treepasian inquired if that \$2000 was for four quarterly meetings. Ms. Pranata replied yes. Mr. Treepasian stated to make the current budget the same as the previous \$2000 and the members could vote on it in January 2025. Mr. Treepasian inquired if members had any other questions or concerns. There were none.

Mr. Van Stryk inquired if the committee removed the committee meeting lunch budget. Ms. Pranata stated the budget for committee meeting lunches was eliminated in 2022 and no longer allocated for on the budget. Ms. McLean inquired if the 2021 cost showing on the budget was for 11 months. Mr. Van Stryk stated yes and that the committee had in-person meetings monthly. Ms. McLean stated that if the committee is having biyearly meetings there should be a budget because it is an opportunity for members to see each other face to face and make some progress meeting each other and seeing how each other functions. Mr. Treepasian stated it would be nice if the committee had lunch catered because the last time the committee had an in person meeting (July 2024) the break for lunch changed the flow of the meeting a bit. Mr. Treepasian then stated he could see some advantage to that, but he could also see that kind of being misconstrued in some sort of perception that the members are taking money to feed themselves. Mr. Treepasian then inquired what would the Committee Meetings budget look like if they had two in person meetings a year. Ms. Pranata stated it would depend on the number of attendees. If members are bringing a lot of their staff, then she would need a higher dollar amount budgeted. Ms. Pranata does not know if a member comes in by themselves or brings their whole team. For example, five or six additional people. Mr. Treepasian stated that for the budget maybe the primary and secondary representatives are paid for and if there are others that can be figured out. Ms. Pranata reported that the budget was \$4,000 per year when the committee was meeting eleven times a year. She calculated that each meeting would cost about \$375. If the committee is meeting twice a year, Ms. Pranata proposed a budget of \$750 for the 2025 year for two meetings. Ms. Black proposed a \$500 budget and then divide it by the number of attendees and charge each member for their amount of attendees and add to their monthly expense for that month. For example,

the lunch bill comes to \$300 and there are 30 attendees. Ms. Black suggested that Ms. Pranata would take \$300 bill divide my thirty attendees and charge each member \$10 for their amount of attendees. If Edison had four people attend, then they would be charged \$40 and if Frontier Communications had two people attend, then they would be charged \$20. Mr. Treepasian stated that he likes that approach. Mr. Pranata inquired it is not proportional but an additional cost. Ms. Black stated yes, and it shouldn't be weighted anyway because if one member brings ten people why should all the other members pay for those members' ten people. Mr. Treepasian reiterated that he likes that approach and is much more accurate result than the guesstimating two. Budget something in and actualize it before the meeting. Mr. Picaso stated Edison would need to get approval from management. Ms. McLean inquired which item Team Building or Committee Lunches. Mr. Picazo stated both. Mr. Treepasian inquired if members had any other questions or concerns. There were none.

Ms. Pranata stated that she will email the proposed new numbers to the Operating Committee and if there are no changes after December 2, 2024, Ms. Pranata will email all members therefore the committee can vote on it in January 2025.

There were no further questions or comments.

Review of Action Items:

- There were no Action Items.

The meeting adjourned at 10:52 a.m. until January 15, 2025.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

OPERATING EXPENSES		October 31, 2024			YTD Through October, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
<u>EMPLOYEE EXPENSE</u>									
Salaries		77,907	66,584.36	11,322.72	779,071	653,638.71	125,432.11	16%	934,884.98
Regular (Budgeted)	66,584.36	-	-	-	-	-	-		
		-	-	-	-	-	-		
		-	-	-	-	-	-		
Insurance		9,167	8,105.71	1,060.96	91,667	81,886.45	9,780.22	11%	110,000.00
Health/Dental	8,105.71			-	-	-	-		
Life (quarterly)				-	-	-	-		
				-	-	-	-		
Payroll Taxes		6,233	4,839.46	1,393.11	62,326	45,791.23	16,534.44	27%	74,790.80
				-	-	-	-		
Workers Compensation		383	276.83	106.50	3,833	4,294.30	(460.97)	-12%	4,600.00
Miscellaneous expenses/ Travel mileage reimbursement		21	11.12	9.71	208	300.77	(92.44)	-44%	250.00
<u>PENSION EXPENSE</u>									
Contribution-SEP IRA		7,214	6,363.27	850.78	72,141	61,776.40	10,364.11	14%	86,568.61
				-	-	-	-		
				-	-	-	-		
<u>MONTHLY RECURRING</u>									
Rent		10,136	10,187.73	(51.93)	101,358	100,663.56	694.44	1%	121,629.60
Alarm System	Quarterly	58	-	58.33	583	521.91	61.42	11%	700.00
Telephone & Internet	Cell, Fax, Internet, Business Voice	562	583.60	(21.60)	5,620	5,593.64	26.36	0%	6,744.00
Cisco WebEx Online Meeting		69	69.00	-	690	690.00	-	0%	828.00
Postage & Shipping	Mailed multiple Notice of Default via USPS	17	69.66	(52.99)	167	343.85	(177.18)	-106%	200.00
Business/Property Insurance	Pro-Rated	175	-	175.00	1,750	1,441.80	308.20	18%	2,100.00
				-	-	-	-		
				-	-	-	-		
<u>EQUIPMENT & FURNITURE</u>									
				-	-	-	-		
Copy Machine - CBE (repair, maintenance, supplies)	QUARTERLY	8	21.33	(13.00)	83	31.74	51.59	62%	100.00
				-		-	-		
				-		-	-		
				-		-	-		

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

OPERATING EXPENSES		October 31, 2024			YTD Through October, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
NETWORK SYSTEM									
Computer-LAN Maintenance Contract (IT service), offsite server backup, labor for on site support, firewall license		1,617	1,373.09	243.58	16,167	11,952.59	4,214.08	0	19,400.00
FRIEND Support		400	400.00	-	4,000	4,000.00	-	0%	4,800.00
Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain		1,633	2,843.06	(1,209.73)	16,333	15,316.80	1,016.53	6%	19,600.00
Computer (repair, maintenance, supplies)		141	339.01	(198.18)	1,408	1,214.54	193.79	14%	1,690.00
				-		-	-		
PRINTING & SUPPLY									
Office Printing		8	60.63	(52.30)	83	60.63	22.70	27%	100.00
Office Supplies	Fire Extinguisher Service	51	59.29	(8.46)	508	624.75	(116.42)	-23%	610.00
				-		-	-		
				-		-	-		
CONTRACT SERVICES									
CPA/Yearly Financial Review		417	-	416.67	4,167	5,405.00	(1,238.33)	-30%	5,000.00
Attorney* (Vision Law Corp)		500	499.00	1.00	5,000	4,990.00	10.00	0%	6,000.00
WTW US LLC Salary Analysis (equal assessment approved by Admin Board in 2023) *		-	-	-		18,739.71			N/A
				-		-	-		
GENERAL EXPENSE									
				-		-	-		
Payroll Service Fees		115	100.00	15.00	1,150	952.00	198.00	17%	1,380.00
Bank fees/Checks printing	Pro-Rated	8	-	8.33	83	204.31	(120.98)	-145%	100.00
Publications/Subscriptions/Reference (Docusign)	Docusign	21	45.00	(24.17)	208	517.95	(309.62)	-149%	250.00
Seminars, professional development, & tuition		117	-	116.67	1,167	709.88	456.79	39%	1,400.00
Team Building	Semi Annual	63	-	62.50	625	292.30	332.70	53%	750.00
Member Retirement plaques		42	-	41.67	417	-	416.67	100%	500.00
Scan & shred confidential document	Scanned one accounting box	50	-	50.00	500	491.68	8.32	2%	600.00
Total Operating Expenses		117,131.33	102,831.15	14,300.18	1,171,313.33	1,022,446.50	167,598.22	14%	1,405,575.99

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

OPERATING EXPENSES		October 31, 2024			YTD Through October, 31 2024				Annual
	Details	Budgeted	Recorded	Variance	Budgeted	Recorded	Variance	% Variance	Budget
CAPITAL INVESTMENTS AND LONG TERM LIABILITIES CURRENT									
<u>COMPUTER SYSTEM</u>									
Software Purchase and SCJPC website (minor) modification	TIME CARD SOFTWARE	151	20.00	130.83	1,508	1,020.99	487.34	32%	1,810.00
FRIEND Pro Purchase* (Hyperlink)	EQUAL ASSESSMENT	2,813	-	2,812.50	28,125	33,000.00	(4,875.00)	-17%	33,750.00
Website Redesign* (Accurate Digital Solutions)	EQUAL ASSESSMENT	3,333	-	3,333.33	33,333	25,489.10	7,844.23	24%	40,000.00
						-			
<u>EQUIPMENT & FURNITURE</u>									
Purchases and leases (including Copy Machine)		371	337.26	33.57	3,708	3,415.51	292.82	8%	4,450.00
Hardware Purchase - New laptops for staff		1,250	-	1,250.00	12,500	13,416.46	(916.46)	-7%	15,000.00
<u>LONG TERM LIABILITY CURRENT</u>									
Total Capital Investments & Long Term Liabilities Current		7,917.50	357.26	7,560.24	79,175.00	76,342.06	2,832.94	4%	95,010.00
Interest Earned/Misc Income			(0.40)			(3.95)			
						-			
						-			
TOTAL		125,048.83	103,188.01	21,860.42	1,250,488.33	1,098,784.61	170,431.16	14%	1,500,585.99
SCE SPECIAL BILLING TOTAL			-			69,920.85			
TOTAL WITH SCE OT BILLING			103,188.01			1,168,705.46			
*Items in blue are assessed equally									
11/6/2024									

Delinquent Accounts
As of 11/13/2024

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	July 2024	August 31, 2024	10/30/2024	\$ 1,261.96	22247	LAC	11/12/2024	msanchez@motiveis.com ; LACJPA@motiveis.com	JT	GV	10/8/2024
AT&T Mobility	Aug 2024	September 30, 2024	11/29/2024	\$ 1,759.22	22279	LAC		Not 60 days, will email the following month		JT	11/12/2024
City of Anaheim	July 2024	August 31, 2024	10/30/2024	\$ 1,584.43	22235	D	11/12/2024	JPADesk@anaheim.net ; vtran@anaheim.net	JT	GV	10/8/2024
Extenet Systems INC	July 2024	August 31, 2024	10/30/2024	\$ 1,136.72	22261	EXT	11/12/2024	ap@extenetsystems.com ; jpadesk@extenetsystems.com	JT	GV	10/8/2024
Extenet Systems INC	Aug 2024	September 30, 2024	11/29/2024	\$ 1,638.15	22293	EXT		Not 60 days, will email the following month		JT	11/12/2024
Sonic Telecom LLC	July 2024	August 31, 2024	10/30/2024	\$ 1,102.97	22264	STL	11/12/2024	accountspayable@sonic.com ; patricia.ringo@sonic.com	JT	GV	10/8/2024
Sprint-Nextel Corporation	July 2024	August 31, 2024	10/30/2024	\$ 1,150.22	22244	SPR	11/12/2024	SPRJPA@motiveis.com ; Bill.Nolan@t-mobile.com	JT	GV	10/8/2024
Sprint-Nextel Corporation	Aug 2024	September 30, 2024	11/29/2024	\$ 1,651.28	22276	SPR		Not 60 days, will email the following month		JT	11/12/2024
Teleport Comm. America LLC	April 2024	May 31, 2024	7/30/2024	\$ 1,887.33	22138	TCA	8/13/2024; 9/10/2024; 10/08/2024, 11/12/24	Emailed TCAJPA@motiveis.com, jcmckinney@att.com & ba3817@att.com	GV/JT	JT	7/8/2024
Teleport Comm. America LLC	June 2024	July 31, 2024	9/29/2024	\$ 1,378.16	22202	TCA	10/8/2024, 11/12/2024	Emailed TCAJPA@motiveis.com, jcmckinney@att.com & ba3817@att.com	GV/JT	GV	9/10/2024
Teleport Comm. America LLC	Aug 2024	September 30, 2024	11/29/2024	\$ 1,997.88	22266	TCA		Not 60 days, will email the following month		JT	11/12/2024
T-Mobile, USA	June 2024	July 31, 2024	9/29/2024	\$ 1,043.72	22219	PBM	10/8/2024, 11/12/24	Emailed to shenderson@networkconnex.com	GV/JT	GV	9/10/2024
T-Mobile, USA	Aug 2024	September 30, 2024	11/29/2024	\$ 1,642.53	22283	PBM		Not 60 days, will email the following month		JT	11/12/2024
Verizon Wireless	Aug 2024	September 30, 2024	11/29/2024	\$ 2,196.46	22265	ATC		Not 60 days, will email the following month		JT	11/12/2024

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

TOTAL **\$ 21,431.03**

-  = 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
 NOV 2023 - OCT 2024

		MBR CODE	2023 NOV	2023 DEC	2024 JAN	2024 FEB	2024 MAR	2024 APR	2024 MAY	2024 JUN	2024 JUL	2024 AUG	2024 SEP	2024 OCT	TOTAL	Atten. %	MBR CODE	MONTHS
1	So. California Edison	E	1		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	1	11	100%	FTR	11
3	Crown Castle NG West Inc.	NG	1		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	1	11	100%	H / T	11
5	Time-Warner	TWC	1		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	1	11	100%	B	11
7	City of Vernon	V	1		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	1	11	100%	AMT	11
9	Sprint Communications	FON	1		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	1	11	100%	SPR	11
11	ExteNet Systems	EXT	1		1	1	1	1	1	1	1	1	1	1	11	100%	EXT	11
12	AT&T Mobility	LAC	1		1	1	1	1	1	1	1	1	1	1	11	100%	LAC	11
13	T-Mobile, USA	PBM	1		1	1	1	1	1	1	1	1	1	1	11	100%	PBM	11
14	City of Los Angeles	M	1		1	1	1	1	1	1	1	1	1	1	11	100%	M	11
15	Verizon Wireless	ATC	1		1	1	1	1	1	1	1	1	1	1	11	100%	ATC	11
16	City of Lompoc	LLW	1		1	1	1	1	1	0	1	1	1	1	10	91%	LLW	11
17	City of Anaheim	D	1		1	1	1	1	1	0	1	1	1	1	10	91%	D	11
18	Boldyn Networks US LLC	MOB	1		1	1	1	1	1	1	1	1	1	0	10	91%	MOB	11
19	City of Riverside	J	1		1	1	1	1	1	1	1	1	1	0	10	91%	J	11
20	City of Banning	COB	1		1	1	1	1	1	0	1	1	0	1	9	82%	COB	11
21	MCI/Metro	ATS	1		1	1	1	1	0	1	1	0	1	1	9	82%	ATS	11
22	MCI Communications	MCI	1		1	1	1	1	0	1	1	0	1	1	9	82%	MCI	11
23	XO Communications	NXT	1		1	1	1	1	0	1	1	0	1	1	9	82%	NXT	11
24	Bear Valley Electric	BVE	1		0	1	1	1	0	1	1	1	1	1	9	82%	BVE	11
25	City of Azusa	MA	1		1	1	1	1	1	1	0	0	1	1	9	82%	MA	11
26	Teleport Comm America	TCA	1		1	1	1	0	0	1	1	1	1	1	9	82%	TCA	11
27	Sonic Telecom, LLC	STL	0		1	1	1	1	0	1	0	1	1	1	8	73%	STL	11
28	City of Colton	F	1		1	0	1	1	0	1	1	0	1	1	8	73%	F	11
29	City of Pasadena	MP	1		1	1	1	0	1	1	0	1	1	0	8	73%	MP	11
30	Mpower/TelePacific	ICG	0		1	1	1	1	1	0	0	1	0	1	7	64%	ICG	11
31	City of Glendale	A	1		0	1	1	1	1	1	0	0	0	0	6	55%	A	11
Total			29	0	29	30	31	29	24	27	26	25	28	27	Total			
NO MEETING IN DECEMBER			NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT				

Member	ATC	ATS	BVE	COB	D	E	EXT	FTR	H/T	M	MCI	MP	NG	NXT	SPR	TCA	TWC	Totals	YTD
Joint JPAs Billed	1		5			749		2	6	11		3	6				1	784	5005
% of Joint JPAs Billed	0.001	0.000	0.006	0.000	0.000	0.955	0.000	0.003	0.008	0.014	0.000	0.004	0.008	0.000	0.000	0.000	0.001	1.00	
Joint JPAs Returned		2	6	2		115	2		2	36	5	1	1					172	1553
Total Joint JPAs Processed	1	2	11	2	0	864	2	2	8	47	5	4	7	0	0	0	1	956	
Section 18.1F JPAs included in above								2										2	
Multi JPAs Billed	39					174			5		3		44				3	268	1916
% of Multi JPAs Billed	0.146	0.000	0.000	0.000	0.000	0.649	0.000	0.000	0.019	0.000	0.011	0.000	0.164	0.000	0.000	0.000	0.011	1.00	
Multi JPAs Returned	3	52			1	71	18	1	7	19	55		72	1	1	1	8	310	3792
Total Multi JPAs Processed	42	52	0	0	1	245	18	1	12	19	58	0	116	1	1	1	11	578	5708
Section 18.1F JPAs included in above		1							2				7					10	
Total # JPAs Billed	40	0	5	0	0	923	0	2	11	11	3	3	50	0	0	0	4	1052	6921
% of JPAs Billed	0.038	0.000	0.005	0.000	0.000	0.877	0.000	0.002	0.010	0.010	0.003	0.003	0.048	0.000	0.000	0.000	0.004	1.00	
# of JPAs Returned																		482	5345
Total JPAs Processed	43	54	11	2	1	1109	20	3	20	66	63	4	123	1	1	1	12	1534	12266
% of JPAs Billed																		68.58%	
% of JPAs returned																		31.42%	
Member	ATC	ATS	BVE	COB	D	E	EXT	FTR	H/T	M	MCI	MP	NG	NXT	SPR	TCA	TWC	Totals	
Poles Billed (Joint JPAs)	1		13			2205		44	13	20		6	22				1	2325	16459
Poles Returned (joint)		33	25	3		696	5		7	184	16	2	8					979	10807
Poles Billed (Multi JPAs)		752				668			19		5		430				4	1878	11712
Poles Returned (multi)	20	927			84	543	282	22	62	109	712		822	15	2	13	22	3635	39243
Total # Poles Billed (Joint & Multi combined)	1	752	13	0	0	2873	0	44	32	20	5	6	452	0	0	0	5	4203	29334
% of Total Poles Billed (Joint & Multi combined)	0.000	0.179	0.003	0.000	0.000	0.684	0.000	0.010	0.008	0.005	0.001	0.001	0.108	0.000	0.000	0.000	0.001	1.00	
# of Poles Returned																		4614	54380
Total Poles Processed	21	1712	38	3	84	4112	287	66	101	313	733	8	1282	15	2	13	27	8817	83714
% of Poles Billed																		47.67%	
% of Poles returned																		52.33%	
RETURN RATE # OF JPAS	7%	100%	55%	100%	100%	17%	100%	33%	45%	83%	95%	25%	59%	100%	100%	100%	67%		
RETURN RATE # OF POLES	95%	56%	66%	100%	100%	30%	100%	33%	68%	94%	99%	25%	65%	100%	100%	100%	81%		

E SUB HELD OVERS (E & E submitted 18.1F JPAs)	E SUB	NON E	TOTAL
HELD OVER JPAS	4608	1960	6568
HELD OVER POLES	19852	18702	38554

Average poles/JPA in 2024	6.82
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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	0	0
(not included in the above table)		

E SUB Call Backs & F7 Do Not Bill received AFTER we finished processing (final-billed) the JPAs	JPAS	POLES
Call Backs	7	24
F7 Do not Bill	0	0
(not included in the above table)		

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

Actual JPAs/poles received from 9/6/2024 - 10/4/2024 (October 2024 Bill of Sale):		
	JPAS	POLES
SCE	1590	7285
OTHER MEMBERS	751	6603

	JPAS	POLES
NON E CALL BACKS	2	8
(not included in the above table)		

	JPAS	POLES
SCE CALL BACKS	27	96
SCE FORM 7 DO NOT BILL	11	64
(not included in the above table)		

SCE's Inspections JPAs/Poles were not included in above table		SCE O&M YTD
	16	168
	1715	16288

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

		YTD
Poles Billed	1412	3218
Poles returned (memos)	522	1242
Total Poles Processed (Billed + Memos)	1934	4460
JPAs Billed	486	927
JPAs returned (memos)	57	134
Total JPAs Processed (Billed + Memos)	543	1061
JPAs Processed Call Back/F7 Do Not Bill	7	9
Poles Processed Call Back/F7 Do Not Bill	13	39

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

		YTD
Poles Billed	119	1110
Poles returned (memos)	557	3845
Total Poles Processed (Billed + Memos)	676	4955
JPAs Billed	33	189
JPAs returned (memos)	69	412
Total JPAs Processed (Billed + Memos)	102	601
JPAs Processed Call Back/F7 Do Not Bill	0	0
Poles Processed Call Back/F7 Do Not Bill	0	0

Overtime paid by the SCJPC proportionally

TOTALS

		YTD
Poles Billed	1531	4328
Poles returned (memos)	1079	5087
Total Poles Processed (Billed + Memos)	2610	9415
JPAs Billed	519	1116
JPAs returned (memos)	126	546
Total JPAs Processed (Billed + Memos)	645	1662
JPAs Processed Call Back/F7 Do Not Bill	7	9
Poles Processed Call Back/F7 Do Not Bill	13	39

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
Jun-2022	1628	3767	30%	70%	771	3221	19%	81%	9387	43%	74%	2399	611	1547	Electronic
Jul-2022	2122	1765	55%	45%	972	3971	20%	80%	8830	56%	65%	3094	751	1380	Electronic. (3 staff had vac days)
Aug-2022	2022	2638	43%	57%	1425	3603	28%	72%	9688	52%	64%	3447	852	1448	Electronic
Sep-2022	2049	2201	48%	52%	803	3088	21%	79%	8141	48%	65%	2852	667	1196	Electronic (one holiday, multiple employees were out sick and out on vac)
Oct-2022	1918	1358	59%	41%	1205	4574	21%	79%	9055	64%	66%	3123	555	1130	Electronic
Nov-2022	1822	2037	47%	53%	954	5353	15%	85%	10166	62%	73%	2776	420	1034	Electronic (high return rate ATS JPAS Ridgeline)
Dec-2022	1826	2975	38%	62%	662	6466	9%	91%	11929	60%	79%	2488	446	1255	Electronic (high return rate ATS JPAS Ridgeline)
Jan-2023	1434	1680	46%	54%	646	6951	9%	91%	10711	71%	81%	2080	372	1115	Electronic (high return rate ATS JPAS Ridgeline)
Feb-2023	1685	2247	43%	57%	759	7678	9%	91%	12369	68%	80%	2444	382	1218	Electronic (high return rate ATS JPAS Ridgeline)
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, over 4203 billed poles, over 1500 JPAs processed. Staff processed 1500 OK TO Bill Forms 7 (42 hrs)

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%
Totals	2390	1534	3924	736	188	924	284.38						

Average 15.91

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
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*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%
Totals	1939	3553	5492	380	358	738	384.12						

Average 14.13

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	668.50	Grand Total
Total 2P+3P poles processed	9,416	Grand Total

Report from the SCJPC database:

Bill of Sale	% E Base Owner Poles processed in Billed JPAs	% Non E Base Owner Poles processed in Billed 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.