

Southern California Joint Pole Committee

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

March 18, 2026

A regular meeting of the **Operating Committee** took place on the above date, at 9:29 a.m., via teleconference.

Those in attendance were:

| | |
|------------------------|--|
| Mr. Lex Treepaisan | Frontier Communications |
| Ms. April DeBarge | Southern California Edison |
| Mr. Kristoffer Scheetz | Southern California Edison |
| Ms. Shelby Mulvehill | Southern California Edison |
| Ms. Marisol Bailey | Southern California Edison |
| Mr. Micheal Pearson | Southern California Edison |
| Mr. Samuel Picazo | Southern California Edison |
| Mr. Kevin Flores | Southern California Edison |
| Mr. Julian Ruiz | AT&T California |
| Ms. Kay Black | AT&T California |
| Mr. Aaron Cochran | AT&T California |
| Mr. Robert Stanard | AT&T California |
| Ms. Joy Young | AT&T California |
| Ms. Aarize Dizon | Crown Castle NG West Inc. |
| Mr. Joe Serrato | Crown Castle NG West Inc. |
| Ms. Jacqueline Costa | Crown Castle NG West Inc. |
| Ms. Kendall Edwards | Crown Castle NG West Inc. |
| Mr. Jeremy Effinger | Crown Castle NG West Inc. |
| Mr. James Todaro | Verizon Wireless |
| Mr. Alex Parra | City of Riverside |
| Mr. John Vu | City of Anaheim |
| Ms. Maribel Sanchez | Teleport Communications America, LLC |
| Mr. Edward Castro | City of Glendale |
| Mr. Howard Chadwick | MCI Metro ATS/MCI Telecommunications/XO Communications |
| Ms. Maria Ortiz | MCI Metro ATS/MCI Telecommunications/XO Communications |
| Mr. Salvador Zambrano | City of Burbank |
| Mr. Joe Armstrong | City of Pasadena |
| Ms. Yesenia Delgado | Time-Warner Cable |
| Ms. Lynn LaFrenis | Bear Valley Electric Service, Inc. |
| Ms. Dianell Caamano | AT&T Mobility |
| Mr. David Navar | City of Colton |
| Mr. Ben Coffey | City of Banning |
| Mr. David Campo | City of Lompoc |
| Mr. Hugo Martinez | City of Vernon |
| Mr. Nick Van Stryk | City of Vernon (Petrelli Electric) |

| | |
|-----------------------|-------------------------------------|
| Ms. Alicia Smith | Sprint Nextel/Sprint Communications |
| Mr. Johnny Villalobos | M-Power Communications |
| Ms. Linda McLean | Extenet Systems |
| Ms. Heidi Seropian | Extenet Systems |
| Ms. Tamara Zaki | Boldyn Networks US LLC |
| Ms. Patti Ringo | Sonic Telecom, LLC |
| Ms. Angela Pranata | Committee Staff |
| Ms. Kathleen Allen | Committee Staff |

Chairperson, Mr. Treepaisan, called the meeting to order at 9:29 a.m. by addressing the first item on the agenda, the review of the **February 2026 meeting minutes**.

There were no questions or comments.

The second agenda item is the review of the **February 2026 Operating expense sheet**.

There were no questions or comments.

The third agenda item is **Accounts Receivable**. Ms. Pranata reported that she has been in contact with Sprint Nextel Corporation and Verizon Wireless and reminded them that their memberships are subject to termination on March 23. Mr. Treepaisan noted the approaching date and referenced prior emails, asking whether any commitments had been received confirming payment by March 23. Mr. Ortiz advised that an update would be provided later that afternoon.

Accountability of Payments

- Penalties or other measures such as restricting member privileges
- Review of current process (in packet pages 5-6)

Ms. Pranata explained that the committee wished to review the current process for collecting past due member payments. At present, there are no penalties or member privilege restrictions for delinquent accounts, a topic that has been discussed at prior meetings. She noted that the following page contains the payment notice template sent to members (see attached). The Notice of Default was drafted by a former manager and previously reviewed by the Operating Committee. Mr. Treepaisan asked whether the Notice of Default had ever been executed or resulted in termination of a member for nonpayment. Ms. Pranata responded that it had not. Mr. Treepaisan commented that the notice appears to be effective in prompting payment. He then asked whether there were any questions regarding the current process or potential changes. Mr. Van Stryk recalled that the bylaws contain provisions related to past due payments. Mr. Treepaisan agreed and asked whether invoices are issued monthly. Ms. Pranata confirmed that monthly invoices are sent. Mr. Treepaisan observed that under the current process, a Notice of Default is typically issued after five or six months of nonpayment. He noted that prior discussions included a proposal to shorten that timeline to approximately three months. Mr. Van Stryk stated that while there appears to be a 60 day past due reference in the bylaws, he personally felt that timeline was already lengthy. He suggested that the Notice of Default should be issued at 60 days.

Ms. Pranata added that some members operate under internal payment terms of net 60 or net 90 days, despite the agreement indicating net 60. Some members have advised that their internal processes make payments within 60 or 90 days difficult. Mr. Van Stryk responded that members agree to comply with the bylaws upon joining and that internal payment constraints should be addressed internally. He also noted that because members are invoiced monthly, payment delays should be anticipated and planned for. Mr. Treepaisan acknowledged those concerns but noted that large organizations often experience payment delays due to internal approval processes. He suggested a compromise approach, such as issuing the initial notice at 60 days, a Notice of Default at 90 days, and enforcement at 120 days. He noted that delinquency does not appear to be widespread nonpayment, but rather delayed payment. Mr. Van Stryk expressed concern with allowing balances to remain unpaid for extended periods, noting the strain these places on budgets and reserves. He emphasized the need for clearer enforcement and potential consequences for continued delinquency. Mr. Armstrong explained that, for some entities, mandated approval requirements for government agencies can involve multiple signatures and may prevent payment within 30 days despite best efforts. Ms. DeBarge asked for clarification on what the bylaws specifically require regarding payment timing. Mr. Treepaisan and Mr. Van Stryk agreed that enforcement should align with the bylaws unless the bylaws are amended. Mr. Van Stryk stated he recalled a 60 day provision but was unsure of the precise language. Ms. DeBarge agreed that regardless of member size, bylaws should be applied consistently. Mr. Treepaisan concurred and stated that if current practices are not aligned with the bylaws, either procedures or the bylaws themselves must be revised. Mr. Treepaisan proposed that committee members review the bylaws and member agreement to clarify payment deadlines, enforcement authority, and available remedies, including penalties or restrictions of member privileges. He invited all interested members to participate in this review, including Ms. Ray from SCE. Ms. Pranata suggested sending a brief survey to members to determine their typical payment timelines. Mr. Treepaisan agreed and proposed revisiting the issue at the next meeting once the bylaws review and survey results are available. Ms. Pranata confirmed she would distribute the survey.

There were no further questions or comments.

The fourth agenda item on the agenda is **Member Board Attendance for February 2026**.

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 February 25. She presented a JPA that showed “NR” in the Form 48 Sent Date field. Ms. Allen clarified that JPAs may be billed without a Form 48 Sent Date when they include a note indicating that the facilities have been removed. The member relinquished interest and no monies were to be billed. Ms. Allen then provided a previously discussed example from August 24, 2021, reiterating that any Section 7.X containing a PTD with an SOP Item 83A or 83B should not be charged, as there are no billing or billing codes for the items. These lines should be disregarded and left blank. In addition, Ms. Allen reviewed and refined a few processing instructions for clarity and shared a few office reminders with the staff. Ms. Black raised a question regarding the Form 48 date. She explained that when projects

are completed, owners often begin internal approval processes to issue final backlog invoices. In many cases, members submits Form 48's, indicating the work was completed (often years prior), and other owners, such as Edison, respond approving billing within their standard 45 day window, sometimes before the 45 day period has elapsed. Because of prior rejections when dates did not align, Ms. Black stated that her team had been waiting until the 46th day before submitting the Form 48. She asked whether there is a way to indicate the Form 48 date while also noting the approval date, allowing billing to occur earlier than day 46. Ms. Allen responded that this issue was discussed previously, approximately 10 years ago. The conclusion at that time was that as long as the JPA is clearly notated in the Form 48 section, SCJPC may disregard the strict Form 48 date and allow billing within the 45 day period. She explained that members should include a notation at the bottom of the form clarifying the approval timeline, as this documentation satisfies SCJPC's requirements. With proper notation, SCJPC will accept the JPA and allow billing accordingly. Ms. Black thanked Ms. Allen and expressed appreciation for the clarification.

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 presented the Member Activity Report for February 2026. (see attached). Ms. Pranata reported that during the month of February, the office processed a total of 8,187 poles or 1,468 JPAs. During regular business hours, 4,028 poles were billed. Priority processing accounted for 346 JPAs, representing 1,995 poles. In addition, overtime work enabled the processing of 593 JPAs, totaling 2,022 poles.

Ms. Pranata then noted that the following page contains the February Priority Bill JPA Report (see attached), which illustrates the volume of JPAs, and related email communications sent to members. Members were given two business days to correct any identified errors, allowing some of those JPAs to be billed within the reporting period.

There were no questions or comments.

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

SCJPC Office updates:

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

Ms. Pranata reported that the next page shows Productivity *without Overtime* report (see attached). In February 2026 bill of sale, the staff processed 1,468 JPAs and billed 4,028 poles during regular hours.

Ms. Pranata then displayed the *SCJPC Overtime Monthly Update* report (see attached). Ms. Pranata stated that in January 2026 the staff did not work overtime due to low funds. However, in February 2026, the staff resumed overtime. During

overtime, in February, the staff worked an additional 180.25 hours and processed a total of 593 JPAs. Mr. Treepaisan asked whether SCJPC had begun overtime work for Crown Castle. Ms. Pranata confirmed that overtime started at the beginning of March. Mr. Treepaisan then inquired about the impact on employee mental health. Ms. Pranata responded that, so far, employees are doing well. Mr. Treepaisan acknowledged the update. Ms. Pranata explained that the JPAs being processed are more complex than Section 7 work, as they involve Section 4.1 and 4.3 applications with multiple parties, which requires additional processing time. Mr. Treepaisan acknowledged the added complexity. Ms. DeBarge asked how long SCJPC intends to continue the overtime effort and whether there is a defined deadline for processing these items. Ms. Pranata stated that the overtime initiative is planned as a three month trial, covering March, April, and May, with a review scheduled after May. Mr. Treepaisan acknowledged the plan.

Ms. Pranata reported the next page is the *Report from the SCJPC database* on all finalized JPAs and poles (see attached). Ms. Pranata stated in February 2026, 87.90% of all finalized poles were Edison base owned.

There were no questions or comments.

Billing Errors/Billing Questions (standing agenda)

There were none.

Priority JPAs (SCJPC Office)

- Increasing
 - Jul 25 BS 97 JPAs 724 POLES
 - Aug 25 BS 241 JPAs 1337 POLES
 - Sep 25 BS 432 JPAs 1753 POLES
 - Oct 25 BS 360 JPAs 2636 POLES
 - Nov 25 BS 636 JPAs 3146 POLES
 - Dec 25 BS 369 JPAs 3205 POLES
 - Jan 26 BS 0 JPAs 0 POLES (Buffer Month)
 - Feb 26 BS 324 JPAs 1776 POLES
 - Mar 26 BS 394 JPAs 2450 POLES
 - Apr 26 BS 235 JPAs 1614 POLES
- Process/questions
 - The two-day response time, allowing for a negotiated extension
 - Protocol for non-initiating member(s) requests priority for JPA.
 - Notify initiating member

Ms. Allen provided an update on JPA priority billing and the use of the buffer month. She explained that January served as the buffer month. In February, SCJPC processed approximately 349 JPAs, representing 2,013 poles. Activity increased slightly in March, and staff are currently processing those applications. She reiterated that the purpose of the buffer month is to allow Ms. Allen to accurately assess workload prior to the beginning of the month and report what is ready for processing at the time

of each meeting. Looking ahead to April, SCJPC anticipates processing 233 JPAs, totaling approximately 1,614 poles, which reflects a decrease from the prior month. Ms. Allen noted that this volume is manageable. She confirmed that JPAs continue to be submitted under the same four previously approved reasons and that SCJPC has not received any new justification categories. Staff continue to work closely with members. Ms. Allen also noted that in March, more members responded within the two business day correction window compared to February. She explained that many of the memos issued in February were due to members not responding in time for the February bill of sale. As a result, she expects to see an increase in billed items and a decrease in memos for March. The outcome for April's bill of sale will depend on discussions held during the current meeting, particularly given the two day response requirement. Ms. Allen stated that overall operations have been manageable and that no operational issues have been identified. She remains in regular contact with staff and confirms that work is proceeding smoothly. Mr. Treepaisan thanked Ms. Allen for the update and asked that the committee be advised if the workload becomes unmanageable. Ms. Allen expressed her appreciation.

Mr. Treepaisan asked about the impact of the two business day response requirements, noting that several members had raised concerns during the previous month. He acknowledged that delays sometimes occur due to field work or competing priorities and asked how burdensome it would be for the SCJPC office if members were allowed to request a brief extension. He specifically inquired about the potential impact of allowing an additional two day extension when members are coordinating responses with contractors or other third parties. Ms. Allen responded that the process originally allowed four days, but the response window was reduced to two days due to a high volume of errors in prior submissions. She noted that the error rate has since decreased significantly. As a result, she suggested piloting a return to the original structure for the April bill of sale of two business days initially, with an additional two day extension. She explained that the reduced number of errors has made the process more manageable for staff and that allowing additional time would not present a significant burden at this time. Mr. Treepaisan proposed implementing the revised response timeline for the next month, provided there were no objections, with the understanding that it could be discontinued immediately if issues arose. The committee agreed to proceed with the trial. Ms. Allen clarified that members would receive an initial two day response window, followed by a reminder email granting an additional two days. After that, no further contact would be made, and unresolved JPAs would be converted to memos, for a total response period of four business days. Ms. Pranata asked how this change might affect the Edison upload process and the timing of related notices. Ms. Allen suggested discussing the change directly with Edison to ensure alignment. Ms. Pranata then asked whether Edison was agreeable to the additional two day extension or whether Edison could continue responding within the original two day timeframe. Ms. DeBarge stated that Edison is agreeable to the four day window and intends to continue responding promptly, noting no concern with the extended timeline.

Ms. Pranata explained that SCJPC has been receiving requests from non-initiating members asking for JPAs to be prioritized for billing without the initiating member being aware of the request. Ms. Black suggested that members requesting priority processing should include the initiating member as a CC on the email to SCJPC, therefore all parties remain informed. Mr. Treepaisan agreed that this

approach would resolve the issue and proposed establishing a standard protocol requiring the requesting member to include the initiating member on all priority JPA requests. He further suggested that if SCJPC receives a request that does not include the initiating member, staff could respond by adding that member to the correspondence. Ms. Pranata stated that this protocol could be documented in the meeting minutes and that SCJPC could also request that members notify the initiating member when submitting future priority requests. Ms. DeBarge sought clarification that “notify” would mean including the initiating member on the email. Ms. Pranata confirmed that members should include the initiating member’s email address on the priority request when possible. Ms. Allen requested that the process be clearly documented for training purposes. She summarized the protocol as follows: if a member requests that a JPA be billed as priority, the initiating member must be included on the email to SCJPC. If the initiating member is not included, SCJPC will respond to the request and add the initiating member to the email, notifying them that a priority billing request has been made. Mr. Treepaisan confirmed the approach, provided it does not become overly burdensome. Ms. Allen stated that the process is acceptable to SCJPC and emphasized the importance of implementing it correctly from the outset for staff training. She added that SCJPC’s preference would be to proceed with processing the JPA once the initiating member has been notified, without waiting for an additional response. Ms. DeBarge agreed with the proposed approach, and Mr. Treepaisan noted that the process is both efficient and appropriate.

There were no further questions or comments.

Additional Staffing

Mr. Treepaisan opened and referenced the prior month’s discussion regarding the potential addition of a Biller Level II position at the approved pay scale and asked Ms. Pranata for an update on progress. Ms. Pranata explained that she met with Ms. Allen, as well as separately with Mr. Treepaisan, and together they developed a staffing proposal for consideration by the Operating Committee. She noted that before adding any new staff, SCJPC must account for equipment and system related costs, including the need for an additional laptop and recurring monthly user access fees (see attached). Ms. Pranata proposed hiring a temporary staff member with a limited scope of responsibility. The position would be classified as a Biller Level 1 at a rate of \$24 per hour and would focus exclusively on billing simple, two-party Section 7 JPAs (e.g., Sections 7.11). The temporary hire would not be responsible for other billing or administrative functions such as JPA data entry, pole records, spreadsheet reconciliation, or report review. She explained that current billing staff perform multiple duties and require extensive training, particularly on SCJPC’s internal billing system. Training for full billing staff typically takes a minimum of three months due to the complexity of the work, including review of section numbers, subsections, item numbers, anchors, arms, and bills of sale. By limiting the temporary position to billing only simple two party JPAs and restricting system access, SCJPC can significantly reduce onboarding time. The temporary hire would use only the SCJPC website to review pole records, allowing for a more efficient and focused workflow. Ms. Pranata stated that SCJPC plans to develop a billing manual tailored specifically for this role. Ms. Allen and Ms. Pranata will work closely together to develop a billing manual for the

new hire by the end of April. Ms. Allen will lead the drafting of the manual, with Ms. Pranata assisting and providing review and feedback. The goal is to complete the manual by the end of April, in preparation for a potential hire in May 2026. The intent is for a new hire with no prior experience in JPAs or pole billing to be able to work independently after approximately two weeks of limited supervision. Ms. Pranata emphasized that this approach is new for SCJPC and would be implemented as a pilot program, contingent upon Operating Committee approval. If successful, SCJPC may consider expanding the program by hiring additional temporary staff. She reported that as of March 2026, the backlog consists of approximately 14,000 JPAs, representing about 46,000 poles. Based on projections, a temporary staff member processing approximately 150 poles per day could complete roughly 37,500 poles annually. More complex JPAs involving three or more parties would continue to be handled by existing staff, who already have the necessary training and experience. Ms. Pranata noted that all work completed by temporary staff would require quality control review by experienced billers. This review process would increase workload for current staff, as they would also need to enter pole records into the database. As billing volume increases, SCJPC may need to add additional typist support to accommodate the increased data entry demand. The more poles or JPAs the staff bill, the more data entry work is required. She also outlined a plan to promote internally. SCJPC currently employs three Billing Support Analysts who assist with daily operations. These employees may be evaluated and tested, particularly for math proficiency in decimals, fractions, and percentages, to determine readiness to advance to Biller Level II roles and assist with two party JPAs as time allows. Mr. Treepaisan commented favorably on the proposal, noting its similarity to prior staffing strategies implemented for engineers, where specialization helped shorten the learning curve. He also expressed support for evaluating both external temporary hires and internal advancement to determine which approach is most effective. He then opened the floor for questions and comments. Ms. DeBarge asked about the quality control process and requested an estimate of how long it would take experienced staff to review a temporary hire's work. Ms. Pranata responded that quality control would be performed by seasoned staff and estimated that reviewing 150–200 poles billed in one day would take approximately four hours. Ms. DeBarge also requested, as time allows a brief time study estimate (e.g., 15–20 minutes per JPA) and asked whether SCJPC could model how many temporary staff would be required to clear the backlog within three to six months. Ms. Pranata noted that because JPAs continue to be submitted regularly, the backlog is not static. At the projected processing rate, one temporary staff member would take more than a year to address the current backlog alone. She acknowledged that multiple temporary hires could accelerate the process but reiterated the recommendation to begin with one hire and scale up if the pilot proves successful. Mr. Treepaisan agreed, noting that initial estimates can be refined after establishing a baseline for productivity and training impact. Mr. Treepaisan added that, using the numbers estimated by Ms. Pranata, he calculated it would take about four temps to reduce the backlog in four months, assuming they could complete the work at the estimated rate. He emphasized the value of piloting the approach first and then using actual performance data to determine how many staff would be required to meaningfully reduce the backlog within a defined timeframe.

Ms. LaFrenis asked whether the committee had decided not to proceed with automating the JPA process, noting that automation could help address incoming JPAs

and new pole activity. Mr. Treepaisan responded that he did not recall the current status of the automation effort. He stated that automation could potentially proceed concurrently with other initiatives, acknowledging both its long term benefits and the complexity involved in developing and piloting a new system. He indicated that pursuing automation alongside additional staffing could be an effective dual approach. Ms. DeBarge added that she hoped automation was not off the table but emphasized that addressing the backlog in the near term would likely require additional staffing. Based on the committee's experience with technology projects, she expressed concern that automation would not be implemented quickly enough to materially reduce the backlog compared to hiring and training temporary staff. Mr. Treepaisan agreed, noting that automation would require development and a thorough testing and quality assurance phase before going live. Ms. Pranata added that any automation initiative would require financial commitment from all members, potentially in the range of \$300,000 to \$500,000, depending on the scope of the system. Mr. Treepaisan recalled prior discussions around either automating existing forms or fully revamping the intake process into a web based platform similar to enterprise systems. He acknowledged that the effort had lost momentum and suggested revisiting the topic through the appropriate computer committee. He reiterated his support for moving forward with the proposed temporary staffing pilot in parallel, noting that specialized temporary staff could handle straightforward billing work while experienced staff focus on review, quality control, and database entry. He cautioned against broad system access for untrained staff. Mr. Treepaisan asked whether there were any additional questions or objections to proceeding with the temporary staffing plan and the internal promotion and Biller Level II. Hearing none, Mr. Treepaisan stated that Ms. Pranata and Ms. Allen had approval to move forward with their proposal. Ms. Pranata thanked the committee and confirmed that SCJPC will proceed accordingly.

There were no further questions or comments.

Proposed Sharing of WTW Wage Analysis with NCJPA

Mr. Treepaisan stated that he had one additional comment before proceeding to the review of the action items. He noted that NCJPA had recently conducted employee reviews and compensation adjustments and he expressed interest in sharing the Willis Towers Watson (WTW) wage analysis used by SCJPC. While acknowledging differences in geographic location, he stated that the wage and rate data for the Biller types and Manager classifications may still be relevant. Mr. Treepaisan asked whether there were any objections to sharing the WTW analysis with the NCJPA. Hearing none, he stated that approval was assumed and that he would proceed accordingly.

There were no questions or comments.

Review of Action Items:

- Ms. Pranata will proceed with the proposed staffing and billing plan as approved by the Operating Committee.
- Mr. Treepaisan, Mr. Van Stryk, and any interested committee members will review the bylaws and Member Agreement to determine whether existing penalties for late payments are already defined. Findings,

including recommendations regarding penalty enforcement and the timing of Notices of Default, will be brought back for discussion at the next Operating Committee meeting.

The meeting adjourned at 10:22 a.m. until April 15, 2026.

Transcribed by Ms. Kathleen Allen – Committee Staff

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

| OPERATING EXPENSES | Details | February 28, 2026 | | | YTD Through February, 28 2026 | | | | Annual |
|--|---|-------------------|-----------|------------|-------------------------------|------------|------------|------------|--------------|
| | | Budgeted | Recorded | Variance | Budgeted | Recorded | Variance | % Variance | Budget |
| EMPLOYEE EXPENSE | | | | | | | | | |
| Salaries | | 91,204 | 79,333.00 | 11,870.92 | 182,408 | 147,691.92 | 34,715.91 | 19% | 1,094,447.00 |
| Regular (Budgeted) | | 79,333.00 | - | - | - | - | - | - | - |
| Insurance | | 14,583 | 11,236.46 | 3,346.87 | 29,167 | 22,555.18 | 6,611.49 | 23% | 175,000.00 |
| Health/Dental | | 11,236.46 | - | - | - | - | - | - | - |
| Life (quarterly) | | - | - | - | - | - | - | - | - |
| Payroll Taxes | | 7,296 | 5,730.43 | 1,565.88 | 14,593 | 12,254.05 | 2,338.58 | 16% | 87,555.76 |
| Workers Compensation | | 467 | 255.16 | 211.51 | 933 | 568.32 | 365.01 | 39% | 5,600.00 |
| Miscellaneous expenses/ Travel mileage reimbursement/ Office junk removals | | 212 | - | 211.67 | 423 | - | 423.33 | 100% | 2,540.00 |
| Telecommuting Reimbursement | | 1,884 | - | 1,884.00 | 3,768 | - | 3,768.00 | 100% | 22,608.00 |
| PENSION EXPENSE | | | | | | | | | |
| Contribution-SEP IRA | | 8,846 | 7,136.01 | 1,710.47 | 17,693 | 12,990.27 | 4,702.69 | 27% | 106,157.73 |
| MONTHLY RECURRING | | | | | | | | | |
| Rent | 279 E Arrow ends in June. 301 E Arrow starts | 5,523 | 10,361.76 | (4,839.26) | 11,045 | 20,735.52 | (9,690.52) | -88% | 66,270.00 |
| Alarm System | Quarterly | 31 | - | 30.50 | 61 | - | 61.00 | 100% | 366.00 |
| Telephone & Internet | Cell, Fax, Internet, Business Voice | 583 | 652.09 | (69.09) | 1,166 | 1,329.52 | (163.52) | -14% | 6,996.00 |
| Postage & Shipping | | 31 | 11.95 | 19.30 | 63 | 50.75 | 11.75 | 19% | 375.00 |
| Business/Property Insurance | Pro-Rated | 204 | 1,539.50 | (1,335.33) | 408 | 1,689.25 | (1,280.92) | -314% | 2,450.00 |
| Committee Meetings | ** Each company pays for the number of people they bring to the meeting. | 41.67 | - | 41.67 | 83 | - | 83.33 | | 500.00 |
| EQUIPMENT & FURNITURE | | | | | | | | | |
| Copy Machine - CBE (repair, maintenance, supplies) | Sharp copy machine | 8 | - | 8.33 | 17 | - | 16.67 | 100% | 100.00 |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

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

| OPERATING EXPENSES | Details | February 28, 2026 | | | YTD Through February, 28 2026 | | | | Annual |
|--|---|-------------------|------------|-----------|-------------------------------|------------|-----------|------------|--------------|
| | | 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 | IT monthly maintenance prices increased | 1,503 | 1,775.00 | (271.67) | 3,007 | 2,974.50 | 32.17 | 1% | 18,040.00 |
| FRIEND Support | | 400 | 400.00 | - | 800 | 800.00 | - | 0% | 4,800.00 |
| Hosting: SCJPC Website, Cloud Azure VM Server, Azure VM Licenses (Server/SQL), Sharefile, Email, Domain | | 1,265 | 1,122.59 | 142.08 | 2,529 | 2,245.18 | 284.15 | 11% | 15,176.00 |
| Computer (repair, maintenance, supplies) | | - | - | - | 233 | 36.91 | 196.42 | 84% | 1,400.00 |
| | | | | - | | - | - | | |
| PRINTING & SUPPLY | | | | - | | - | - | | |
| Office Printing | | - | - | - | 25 | - | 25.00 | 100% | 150.00 |
| Office Supplies | | - | - | - | 92 | 95.55 | (3.88) | -4% | 550.00 |
| | | | | - | | - | - | | |
| | | | | - | | - | - | | |
| CONTRACT SERVICES | | | | - | | - | - | | |
| Accountant/Yearly Financial Review | | 583 | 840.00 | (256.67) | 1,167 | 840.00 | 326.67 | 28% | 7,000.00 |
| Attorney* (Vision Law Corp) | Equal Assessment | 500 | 499.00 | 1.00 | 1,000 | 499.00 | 501.00 | 50% | 6,000.00 |
| | | - | - | - | | - | - | | |
| | | | | - | | - | - | | |
| GENERAL EXPENSE | | | | - | | - | - | | |
| Payroll Service Fees | | 254 | 296.85 | (42.85) | 508 | 533.85 | (25.85) | -5% | 3,048.00 |
| Bank fees/Checks printing | USBANK new systems fees | 8 | 137.95 | (129.62) | 17 | 552.95 | (536.28) | -3218% | 100.00 |
| Publications/Subscriptions/Reference | Fireflies AI Subscription | 50 | 34.00 | 16.00 | 100 | 49.00 | 51.00 | 51% | 600.00 |
| Seminars, professional development, & tuition | | 300 | - | 300.00 | 600 | - | 600.00 | 100% | 3,600.00 |
| Team Building | Equal Assessment | 167 | - | 166.67 | 333 | - | 333.33 | 100% | 2,000.00 |
| Member Retirement plaques | | 42 | - | 41.67 | 83 | - | 83.33 | 100% | 500.00 |
| Scan & shred confidential document | Scan & shred reminding docs in the office | 583 | - | 583.33 | 1,167 | - | 1,166.67 | 100% | 7,000.00 |
| Total Operating Expenses | | 136,569.12 | 121,361.75 | 15,207.37 | 273,488.25 | 228,491.72 | 43,829.86 | 16% | 1,640,929.49 |

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

| OPERATING EXPENSES | Details | February 28, 2026 | | | YTD Through February, 28 2026 | | | | Annual |
|--|------------------------|-------------------|-------------------|------------------|-------------------------------|-------------------|------------------|---------------|---------------------|
| | | 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 | | 529 | - | 529.17 | 1,058 | - | 1,058.33 | 100% | 6,350.00 |
| | | | | | | | | | |
| <u>EQUIPMENT & FURNITURE</u> | | | | | | | | | |
| Purchases and leases (including Copy Machine) | Copy machine lease | 233 | 338.03 | (104.70) | 467 | 676.06 | (209.39) | -45% | 2,800.00 |
| Hardware Purchase (e.g. New laptops for staff) | New monitors for staff | 667 | - | 666.67 | 1,333 | - | 1,333.33 | 100% | 8,000.00 |
| | | | | | | | | | |
| <u>LONG TERM LIABILITY CURRENT</u> | | | | | | | | | |
| Total Capital Investments & Long Term Liabilities Current | | 1,429.17 | 338.03 | 1,091.14 | 2,858.33 | 676.06 | 2,182.27 | 76% | 17,150.00 |
| Interest Earned/Misc Income | | | (0.06) | | | (0.46) | | | |
| COG Membership Appl Fee | | | | | | | | | |
| | | | | | | | | | |
| TOTAL | | 137,998.29 | 121,699.72 | 16,298.51 | 276,346.58 | 229,167.32 | 47,179.26 | 17% | 1,658,079.49 |
| *Items in blue are assessed equally | | | | | | | | | |
| 3/6/2026 | | | | | | | | | |

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 California-H-T | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 19,959.11 | 22794 | H-T | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| AT&T Mobility | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 1,524.17 | 22791 | LAC | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| City of Colton | Nov 2025 | December 31, 2025 | 3/1/2026 | \$ 1,261.46 | 22750 | F | 3/10/2026 | Emailed to bgutierrez@coltonca.gov & dnavar@coltonca.gov | GV | GV | 2/10/2026 |
| City of Colton | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 1,456.89 | 22782 | F | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| Extenet Systems, INC | Nov 2025 | December 31, 2025 | 3/1/2026 | \$ 1,215.63 | 22773 | EXT | 3/10/2026 | Emailed to ap@extenetsystems.com & jpadesk@extenetsystems.com | GV | GV | 2/10/2026 |
| Extenet Systems, INC | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 1,412.32 | 22805 | EXT | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| MCI Metro/ATS (Partial payment received) | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 767.75 | 22792 | ATS | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| MCI Telecommunications (Partial payment received) | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 308.19 | 22793 | MCI | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| Sprint Nextel Corp. Notice of Default Sent | August 2025 | September 30, 2025 | 11/29/2025 | \$ 1,312.03 | 22660 | SPR | 12/9/2025; 1/12/2026 | Membership is subject to termination on March 23, 2026. Emailed to SPRJPA@motiveis.com; Bill.Nolan@t-mobile.com | JT | JT | 11/13/2025 |
| Sprint Nextel Corp. Notice of Default Sent | Sept 2025 | October 31, 2025 | 12/30/2025 | \$ 1,284.41 | 22692 | SPR | 1/12/2026 | Membership is subject to termination on March 23, 2026. Emailed to SPRJPA@motiveis.com; Bill.Nolan@t-mobile.com | JT | JT | 12/9/2025 |
| Sprint Nextel Corp. Notice of Default Sent | Oct 2025 | November 30, 2025 | 1/29/2026 | \$ 1,627.70 | 22724 | SPR | | Membership is subject to termination on March 23, 2026. | | JT | 1/12/2026 |
| Sprint Nextel Corp. Notice of Default Sent | Nov 2025 | December 31, 2025 | 3/1/2026 | \$ 1,211.68 | 22756 | SPR | | Membership is subject to termination on March 23, 2026. | | GV | 2/10/2026 |
| Sprint Nextel Corp. | Dec 2026 | January 31, 2026 | 4/1/2026 | \$ 1,405.83 | 22788 | SPR | | Not 60 days, will email the following month. | | GV | 3/10/2026 |
| Teleport Communications America, LLC-TCA | Nov 2025 | December 31, 2025 | 3/1/2026 | \$ 1,583.19 | 22746 | TCA | 3/10/2026 | Emailed to TCAJPA@motiveis.com & ba3817@att.com | GV | GV | 2/10/2026 |
| T-MOBILE USA, INC | May 2025 | June 30, 2025 | 8/29/2025 | \$ 0.26 | 22571 | PBM | 12/9/2025; 1/12/2026; 2/10/2026; 3/10/2026 | Emailed to shenderson@networkconnex.com | JT, GV | GV | 10/7/2025 |
| Verizon Wireless Notice of Default Sent | July 2025 | August 31, 2025 | 10/30/2025 | \$ 1,707.50 | 22617 | ATC | 11/13/2025; 12/9/2025; 1/12/26 | Membership is subject to termination on March 23, 2026. Marco.Murillo@VerizonWireless.com; ATCJPA@MOTIVEIS.COM; JHARMON@MOTIVEIS.COM | JT | GV | 10/7/2025 |
| Verizon Wireless Notice of Default Sent | August 2025 | September 30, 2025 | 11/29/2025 | \$ 1,784.44 | 22649 | ATC | 12/9/2025; 1/12/26 | Membership is subject to termination on March 23, 2026. Marco.Murillo@VerizonWireless.com; ATCJPA@MOTIVEIS.COM; JHARMON@MOTIVEIS.COM | JT | JT | 11/13/2025 |
| Verizon Wireless Notice of Default Sent | Sept 2025 | October 31, 2025 | 12/30/2025 | \$ 1,743.79 | 22681 | ATC | 1/12/2026 | Membership is subject to termination on March 23, 2026. Marco.Murillo@VerizonWireless.com; ATCJPA@MOTIVEIS.COM; JHARMON@MOTIVEIS.COM | JT | JT | 12/9/2025 |
| Verizon Wireless Notice of Default Sent | Oct 2025 | November 30, 2025 | 1/29/2026 | \$ 2,215.30 | 22713 | ATC | | Membership is subject to termination on March 23, 2026. Not 60 days, will email the following month. | | JT | 1/12/2026 |
| Verizon Wireless Notice of Default Sent | Nov 2025 | December 31, 2025 | 3/1/2026 | \$ 1,647.53 | 22745 | ATC | | Membership is subject to termination on March 23, 2026. Not 60 days, will email the following month. | | GV | 2/10/2026 |
| Verizon Wireless | Dec 2025 | January 31, 2026 | 4/1/2026 | \$ 1,853.15 | 22777 | ATC | | Not 60 days, will email the following month. | | GV | 3/10/2026 |

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

TOTAL **\$ 47,282.33**

SCJPC Current Process for Collecting Past-Due Member Payments

- Past-due notices are sent after an invoice is 60 days past the due date.
- A Notice of Default is issued when there are five or six unpaid invoices.
- Refer to the Notice of Default letter template for the formal notice.
- Currently, no penalties or member privilege restrictions are imposed for past-due balances.

Notice of Default

Date: *(insert date)*

(insert Member Company Name and Member Code)
~~Mail-~~

Sent Via: Email only Certified US

To: *(insert Primary Representative Name Here)*,

The Southern California Joint Pole Committee (SCJPC) has made numerous attempts to request payments on unpaid invoices related to assessments for the operating expenses of the SCJPC office.

This **Notice of Default** letter is official notification that *(insert Member Company Name Here)* is in default as described in Section 10 of the 1998 Southern California Joint Pole Agreement.

Currently, your SCJPC Membership is subject to termination on *(insert date 60 days from the date of notice of default letter)*. If all outstanding debts are paid in full prior to *(insert date same date as above)*, your membership status will remain active.

The outstanding/unpaid assessments are: *(included in the Notice of Default Invoice)*

| Orig. Invoice Date | Invoice Description | Amount |
|--------------------|---------------------|--------|
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | | \$ |
| | Total | \$ |

Documents enclosed with this letter are:

- Individual invoices as they were originally sent out
- Copy of the 1998 Southern California Joint Pole Agreement, please refer to the following Sections:

Section 6 Conditions of Membership
Section 8 Financing Operation of the Committee
Section 10 Breaches by Members or Member's Defaults
Section 12 Remedies


Please direct any questions you may have to (President's Full Name) or Ms. Angela Pranata.

Respectfully,

(President's full name)
City of Los Angeles, Dept. of Water and Power
1-xxx-xxx-xxxx
1-xxx-xxx-xxxx

Ms. Angela Pranata (Manager of Operations)
Southern California Joint Pole Committee
1-xxx-xxx-xxxx
1-xxx-xxx-xxxx

 = 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 2025 - FEB 2026**

| | Company Name | MBR CODE | 2025 MAR | 2025 APR | 2025 MAY | 2025 JUN | 2025 JUL | 2025 AUG | 2025 SEP | 2025 OCT | 2025 NOV | 2025 DEC | 2026 JAN | 2026 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 | Crown Castle NG West Inc. | NG | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | NG | 11 |
| 3 | AT&T California | H / T | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | H / T | 11 |
| 4 | City of Burbank | B | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | B | 11 |
| 5 | City of Vernon | V | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | V | 11 |
| 6 | ATC Outdoor DAS | AMT | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | AMT | 11 |
| 7 | Sprint Communications | FON | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | FON | 11 |
| 8 | Sprint-Nextel | SPR | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | SPR | 11 |
| 9 | ExteNet Systems | EXT | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | EXT | 11 |
| 10 | Bear Valley Electric | BVE | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | BVE | 11 |
| 11 | City of Lompoc | LLW | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | LLW | 11 |
| 12 | City of Anaheim | D | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | D | 11 |
| 13 | City of Banning | COB | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | COB | 11 |
| 14 | City of Riverside | J | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 11 | 100% | J | 11 |
| 15 | City of Glendale | A | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | | 1 | 1 | 10 | 100% | A | 10 |
| 16 | Teleport Comm America | TCA | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | | 1 | 1 | 10 | 91% | TCA | 11 |
| 17 | MCI/Metro | ATS | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | | 1 | 1 | 10 | 91% | ATS | 11 |
| 18 | MCI Communications | MCI | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | | 1 | 1 | 10 | 91% | MCI | 11 |
| 19 | XO Communications | NXT | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | | 1 | 1 | 10 | 91% | NXT | 11 |
| 20 | City of Los Angeles | M | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 10 | 91% | M | 11 |
| 21 | Frontier Communications | FTR | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 1 | 10 | 91% | FTR | 11 |
| 22 | T-Mobile, USA | PBM | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | | 1 | 1 | 10 | 91% | PBM | 11 |
| 23 | City of Pasadena | MP | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | | 1 | 1 | 9 | 90% | MP | 10 |
| 24 | Boldyn Networks US LLC | MOB | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | | 0 | 1 | 9 | 82% | MOB | 11 |
| 25 | Time-Warner | TWC | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | | 1 | 1 | 9 | 82% | TWC | 11 |
| 26 | Sonic Telecom, LLC | STL | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | | 1 | 1 | 9 | 82% | STL | 11 |
| 27 | AT&T Mobility | LAC | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | | 1 | 1 | 9 | 82% | LAC | 11 |
| 28 | City of Azusa | MA | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | 1 | 0 | 9 | 82% | MA | 11 |
| 29 | Verizon Wireless | ATC | 1 | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | | 1 | 1 | 8 | 73% | ATC | 11 |
| 30 | Mpower/TelePacific | ICG | 1 | 1 | 1 | 1 | 0 | 1 | 0 | 1 | 1 | | 0 | 1 | 8 | 73% | ICG | 11 |
| 31 | City of Colton | F | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | | 0 | 0 | 5 | 45% | F | 11 |
| | Total | | 29 | 27 | 31 | 28 | 25 | 28 | 28 | 26 | 30 | 0 | 28 | 29 | Total | | | |
| | NO MEETING IN DECEMBER | | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | | | | |

| Member | ATC | ATS | BVE | E | EXT | H/T | LAC | M | MCI | NG | TWC | V | Totals | YTD |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|--------------|
| Joint JPAs Billed | | | 6 | 764 | | 7 | | 9 | | 1 | 1 | | 788 | 1871 |
| % of Joint JPAs Billed | 0.000 | 0.000 | 0.008 | 0.970 | 0.000 | 0.009 | 0.000 | 0.011 | 0.000 | 0.001 | 0.001 | 0.000 | 1.00 | |
| Joint JPAs Returned | 1 | | 6 | 75 | 1 | 2 | 1 | 44 | 3 | 1 | | 5 | 139 | 393 |
| Total Joint JPAs Processed | 1 | 0 | 12 | 839 | 1 | 9 | 1 | 53 | 3 | 2 | 1 | 5 | 927 | |
| <small>Section 18.1F JPAs included in above</small> | | | | | | | | | | | | | 0 | |
| Multi JPAs Billed | | | | 218 | | 5 | 2 | 4 | 3 | 30 | 16 | | 278 | 497 |
| % of Multi JPAs Billed | 0.000 | 0.000 | 0.000 | 0.784 | 0.000 | 0.018 | 0.007 | 0.014 | 0.011 | 0.108 | 0.058 | 0.000 | 1.00 | |
| Multi JPAs Returned | | 93 | 1 | 55 | 10 | 4 | 1 | 27 | 48 | 15 | 7 | 2 | 263 | 815 |
| Total Multi JPAs Processed | 0 | 93 | 1 | 273 | 10 | 9 | 3 | 31 | 51 | 45 | 23 | 2 | 541 | 1312 |
| <small>Section 18.1F JPAs included in above</small> | | | | | | | | | | | | | 0 | |
| Total # JPAs Billed | 0 | 0 | 6 | 982 | 0 | 12 | 2 | 13 | 3 | 31 | 17 | 0 | 1066 | 2368 |
| % of JPAs Billed | 0.000 | 0.000 | 0.006 | 0.921 | 0.000 | 0.011 | 0.002 | 0.012 | 0.003 | 0.029 | 0.016 | 0.000 | 1.00 | |
| # of JPAs Returned | | | | | | | | | | | | | 402 | 1208 |
| Total JPAs Processed | 1 | 93 | 13 | 1112 | 11 | 18 | 4 | 84 | 54 | 47 | 24 | 7 | 1468 | 3576 |
| % of JPAs Billed | | | | | | | | | | | | | 72.62% | |
| % of JPAs returned | | | | | | | | | | | | | 27.38% | |
| Member | ATC | ATS | BVE | E | EXT | H/T | LAC | M | MCI | NG | TWC | V | Totals | |
| Poles Billed (Joint JPAs) | | | 25 | 2549 | | 12 | | 36 | | 17 | 2 | | 2641 | 5694 |
| Poles Returned (joint) | 1 | | 103 | 459 | 2 | 6 | 1 | 468 | 7 | 11 | | 21 | 1079 | 2979 |
| Poles Billed (Multi JPAs) | | | | 952 | | 81 | 2 | 28 | 18 | 277 | 29 | | 1387 | 2190 |
| Poles Returned (multi) | | 1424 | 12 | 272 | 144 | 50 | 1 | 322 | 573 | 263 | 9 | 10 | 3080 | 9272 |
| Total # Poles Billed (Joint & Multi combined) | 0 | 0 | 25 | 3501 | 0 | 93 | 2 | 64 | 18 | 294 | 31 | 0 | 4028 | 7884 |
| % of Total Poles Billed (Joint & Multi combined) | 0.000 | 0.000 | 0.006 | 0.869 | 0.000 | 0.023 | 0.000 | 0.016 | 0.004 | 0.073 | 0.008 | 0.000 | 1.00 | |
| # of Poles Returned | | | | | | | | | | | | | 4159 | 12251 |
| Total Poles Processed | 1 | 1424 | 140 | 4232 | 146 | 149 | 4 | 854 | 598 | 568 | 40 | 31 | 8187 | 20135 |
| % of Poles Billed | | | | | | | | | | | | | 49.20% | |
| % of Poles returned | | | | | | | | | | | | | 50.80% | |
| RETURN RATE # OF JPAS | 100% | 100% | 54% | 12% | 100% | 33% | 50% | 85% | 94% | 34% | 29% | 100% | | |
| RETURN RATE # OF POLES | 100% | 100% | 82% | 17% | 100% | 38% | 50% | 93% | 97% | 48% | 23% | 100% | | |

| ALL SUB HELD OVERS | E SUB | NON E | TOTAL |
|--------------------|-------|-------|-------|
| HELD OVER JPAS | 15690 | 3704 | 19394 |
| HELD OVER POLES | 50495 | 30456 | 80951 |

| | |
|---------------------------|------|
| Average poles/JPA in 2025 | 5.63 |
|---------------------------|------|

| PRIORITY JPAS | E SUB | NON E | TOTAL |
|----------------|-------|-------|-------|
| PRIORITY JPAS | 322 | 24 | 346 |
| PRIORITY POLES | 1668 | 327 | 1995 |

| Actual JPAs/poles received from 1/6/2026 - 2/4/2026 (February 2026 Bill of Sale): | | |
|---|------|-------|
| | JPAS | POLES |
| SCE | 1998 | 7171 |
| OTHER MEMBERS | 648 | 6107 |

| BILLED | MEMO | FORM 7 DO NOT BILL | CALL BACK | HOLDOVER | TOTAL |
|--------|------|--------------------|-----------|----------|-------|
| 314 | 30 | 2 | 0 | 0 | 346 |
| 1678 | 313 | 4 | 0 | 0 | 1995 |

| 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 (not included in the above table) | 0 | 0 |

| 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 (not included in the above table) | 4 | 36 |

| Inspections Billed B Only: O&M (Inspection & Pole Tags) | Inspection JPAs Billed | Inspection Poles Billed |
|---|------------------------|-------------------------|
| | | |

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

| | JPAS | POLES |
|--|------|-------|
| NON E CALL BACKS (not included in the above table) | 1 | 1 |
| NON E FORM 7 DO NOT BILL | 0 | 0 |

| | JPAS | POLES |
|--|------|-------|
| SCE CALL BACKS | 6 | 11 |
| SCE FORM 7 DO NOT BILL (not included in the above table) | 5 | 61 |

| B's Inspections JPAs/Poles were not included in above table | SCE O&M YTD |
|---|-------------|
| | 0 |
| | 0 |

| SCE's Inspections JPAs/Poles were not included in above table | SCE O&M YTD |
|---|-------------|
| | 18 |
| | 3187 |
| | 36 |
| | 9436 |

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

| | | YTD |
|---|------|------|
| Poles Billed | 1311 | 1311 |
| Poles returned (memos) | 300 | 300 |
| Total Poles Processed (Billed + Memos) | 1611 | 1611 |
| JPAs Billed | 475 | 475 |
| JPAs returned (memos) | 52 | 52 |
| Total JPAs Processed (Billed + Memos) | 527 | 527 |
| JPAs Processed Call Back/F7 Do Not Bill | 2 | 2 |
| Poles Processed Call Back/F7 Do Not Bill | 32 | 32 |
| JPAs Processed 18.1F HOLDOVER | 0 | 0 |
| Poles Processed 18.1F HOLDOVER | 0 | 0 |
| Processed JPAs during OT but F7 holdover (SCE REPLACED): | 0 | 0 |
| Processed poles during OT but F7 holdover (SCE REPLACED): | 0 | 0 |

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

| | | YTD |
|--|-----|-----|
| Poles Billed | 153 | 153 |
| Poles returned (memos) | 258 | 258 |
| Total Poles Processed (Billed + Memos) | 411 | 411 |
| JPAs Billed | 32 | 32 |
| JPAs returned (memos) | 34 | 34 |
| Total JPAs Processed (Billed + Memos) | 66 | 66 |
| JPAs Processed Call Back/F7 Do Not Bill | 0 | 0 |
| Poles Processed Call Back/F7 Do Not Bill | 0 | 0 |
| JPAs Processed 18.1F HOLDOVER | 0 | 0 |
| Poles Processed 18.1F HOLDOVER | 0 | 0 |

Overtime paid by the SCJPC proportionally

TOTALS

| | | YTD |
|--|------|------|
| Poles Billed | 1464 | 1464 |
| Poles returned (memos) | 558 | 558 |
| Total Poles Processed (Billed + Memos) | 2022 | 2022 |
| JPAs Billed | 507 | 507 |
| JPAs returned (memos) | 86 | 86 |
| Total JPAs Processed (Billed + Memos) | 593 | 593 |
| JPAs Processed Call Back/F7 Do Not Bill | 2 | 2 |
| Poles Processed Call Back/F7 Do Not Bill | 32 | 32 |
| JPAs Processed 18.1F HOLDOVER | 0 | 0 |
| Poles Processed 18.1F HOLDOVER | 0 | 0 |

Priority Bill JPAs (PB) Report

Feb-26

Bill of Sale

Edison Submitted JPAs

| | Billed (no errors) | Billed – Errors Found & Corrected by Member | MEMOS | % of errors found total | FORM 7 PROTEST | TOTAL |
|-------|-----------------------|--|-------|----------------------------|-------------------|-------|
| JPAS | 274 | 29 | 17 | 14.29% | 2 | 322 |
| POLES | 1162 | 402 | 100 | 30.10% | 4 | 1668 |

| MEMO - Reason for Return | JPAS | POLES |
|---|-----------|------------|
| Member did not answer in time | 9 | 22 |
| Member did not fix all errors | 3 | 38 |
| Additional error found on deadline day (no time to ask the member) | 4 | 36 |
| Previously billed | 1 | 4 |
| TOTAL MEMOS | 17 | 100 |

Other Members' JPAs (Not Initiated by Edison)

| | Billed (no errors) | Billed – Errors Found & Corrected by Member | MEMOS | % of errors found total | FORM 7 PROTEST | TOTAL |
|-------|-----------------------|--|-------|----------------------------|-------------------|-------|
| JPAS | 5 | 6 | 13 | 73.08% | 2 | 26 |
| POLES | 39 | 75 | 213 | 87.01% | 4 | 331 |

| MEMO - Reason for Return | JPAS | POLES |
|---|-----------|------------|
| Member did not answer in time | 8 | 134 |
| Member did not fix all errors | 3 | 43 |
| Additional error found on deadline day (no time to ask the member) | 2 | 36 |
| Previously billed | 0 | 0 |
| TOTAL MEMOS | 13 | 213 |

TOTAL ALL MEMBERS

| | Billed (no errors) | Billed – Errors Found & Corrected by Member | MEMOS | % of errors found total | FORM 7 PROTEST | TOTAL |
|-------|-----------------------|--|-------|----------------------------|-------------------|-------|
| JPAS | 279 | 35 | 30 | 18.79% | 2 | 346 |
| POLES | 1201 | 477 | 313 | 39.60% | 4 | 1995 |

| MEMO - Reason for Return | JPAS | POLES |
|---|-----------|------------|
| Member did not answer in time | 17 | 156 |
| Member did not fix all errors | 6 | 81 |
| Additional error found on deadline day (no time to ask the member) | 6 | 72 |
| Previously billed | 1 | 4 |
| TOTAL MEMOS | 30 | 313 |

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 |
|--------------|-----------------|-------------------|------------------------------------|----------------|-----------------|--------------------|-------------------------------------|-----------------|-----------------------|-----------------------|-------------------|--------------------|-------------|--------------------------------|--|
| Jan-2025 | 2214 | 880 | 72% | 28% | 1613 | 3572 | 31% | 69% | 8279 | 63% | 54% | 3827 | 949 | 1427 | Multiple staff were on vacation at the beginning of January. |
| Feb-2025 | 1235 | 275 | 82% | 18% | 2443 | 2228 | 52% | 48% | 6181 | 76% | 40% | 3678 | 597 | 822 | Staff focused on Prioritized Billing (PB) Finals submitted by members, emailed questions to members to ensure they were billed completely. One holiday. PB JPAs took longer to process than regular JPAs. |
| Mar-2025 | 668 | 498 | 57% | 43% | 2649 | 3420 | 44% | 56% | 7235 | 84% | 54% | 3317 | 435 | 786 | Staff focused on Prioritized Billing (PB) Finals submitted by members, emailed questions to members to ensure they were billed completely. Multiple staff on vacation. PB JPAs took longer to process than regular JPAs. |
| Apr-2025 | 1991 | 1257 | 61% | 39% | 1542 | 3352 | 32% | 68% | 8142 | 60% | 57% | 3533 | 792 | 1190 | One Biller Lvl 1 pulled from billing to train the new hires full time. Average month. |
| May-2025 | 2292 | 702 | 77% | 23% | 1220 | 3217 | 27% | 73% | 7431 | 60% | 53% | 3512 | 748 | 1116 | One Biller Lvl 1 pulled from billing to train the new hires full time. Average month. Staff on vacation (2 weeks). |
| Jun-2025 | 1990 | 859 | 70% | 30% | 1566 | 3651 | 30% | 70% | 8066 | 65% | 56% | 3556 | 827 | 1356 | One Biller Lvl 1 pulled from billing to train the new hires full time. Average month. |
| Jul-2025 | 2239 | 1118 | 67% | 33% | 1701 | 4452 | 28% | 72% | 9510 | 65% | 59% | 3940 | 991 | 1544 | Prioritized Billing (PB) Finals went up - PB JPAs took longer to process than regular JPAs. |
| Aug-2025 | 2973 | 1446 | 67% | 33% | 1229 | 4271 | 22% | 78% | 9919 | 55% | 58% | 4202 | 1377 | 1948 | Highest number of processed JPAs in 2025. Prioritized Billing (PB) Finals went up (higher than Jul 2025 B/S) - PB JPAs took longer to process than regular JPAs. (232 JPAs/1148 Poles) |
| Sep-2025 | 2660 | 981 | 73% | 27% | 1553 | 2252 | 41% | 59% | 7446 | 51% | 43% | 4213 | 1158 | 1513 | Highest number of total billed poles. Prioritized Billing (PB) Finals went up - PB JPAs took longer to process than regular JPAs. (431 JPAs/1751 Poles) |
| Oct-2025 | 2130 | 553 | 79% | 21% | 1504 | 2038 | 42% | 58% | 6225 | 57% | 42% | 3634 | 748 | 983 | Prioritized Billing (PB) Finals went up - PB JPAs took longer to process than regular JPAs. (361 JPAs/2630 Poles) |
| Nov-2025 | 1470 | 198 | 88% | 12% | 1753 | 948 | 65% | 35% | 4369 | 62% | 26% | 3223 | 819 | 947 | Prioritized Billing (PB) Finals went up - PB JPAs took longer to process than regular JPAs (Processed 515 PB JPAs/2393 PB Poles). |
| Dec-2025 | 1046 | 256 | 80% | 20% | 1787 | 1369 | 57% | 43% | 4458 | 71% | 36% | 2833 | 655 | 840 | Prioritized Billing (PB) Finals went up - PB JPAs took longer to process than regular JPAs (Processed 624 PB JPAs/3134 PB Poles). Two holidays. |
| Jan-2026 | 3053 | 1900 | 62% | 38% | 803 | 6211 | 11% | 89% | 11967 | 59% | 68% | 3856 | 1302 | 2110 | No Priority Bill (PB) JPAs. Average month. One biller on medical leave |
| Feb-2026 | 2641 | 1079 | 71% | 29% | 1387 | 3080 | 31% | 69% | 8187 | 55% | 51% | 4028 | 1066 | 1468 | PB JPAs took longer to process than regular JPAs (Processed 346 PB JPAs/1995 PB Poles). |

Average Billed Poles in 2025: 3622

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% | |
| Nov-24 | 1058 | 241 | 1299 | 280 | 31 | 311 | 113.25 | | 11.47 | 81.45% | 18.55% | 90.03% | 9.97% | |
| Dec-24 | 1091 | 436 | 1527 | 379 | 52 | 431 | 114.50 | | 13.34 | 71.45% | 28.55% | 87.94% | 12.06% | |
| Jan-25 | 773 | 291 | 1064 | 277 | 54 | 331 | 81.80 | | 13.01 | 72.65% | 27.35% | 83.69% | 16.31% | |
| Feb-25 | 1304 | 371 | 1675 | 330 | 43 | 373 | 131.08 | | 12.78 | 77.85% | 22.15% | 88.47% | 11.53% | |
| Mar-25 | 804 | 143 | 947 | 201 | 31 | 232 | 98.31 | | 9.63 | 84.90% | 15.10% | 86.64% | 13.36% | |
| Apr-25 | 630 | 305 | 935 | 166 | 33 | 199 | 77.75 | | 12.03 | 67.38% | 32.62% | 83.42% | 16.58% | |
| May-25 | 574 | 289 | 863 | 180 | 37 | 217 | 66.05 | | 13.07 | 66.51% | 33.49% | 82.95% | 17.05% | |
| Jun-25 | 875 | 402 | 1277 | 239 | 51 | 290 | 89.52 | | 14.26 | 68.52% | 31.48% | 82.41% | 17.59% | |
| Jul-25 | 1431 | 649 | 2080 | 426 | 62 | 488 | 137.73 | | 15.10 | 68.80% | 31.20% | 87.30% | 12.70% | |
| Aug-25 | 1465 | 429 | 1894 | 517 | 47 | 564 | 146.62 | | 12.92 | 77.35% | 22.65% | 91.67% | 8.33% | |
| Sep-25 | 1403 | 315 | 1718 | 511 | 67 | 578 | 139.21 | | 12.34 | 81.66% | 18.34% | 88.41% | 11.59% | |
| Oct-25 | 1133 | 338 | 1471 | 471 | 43 | 514 | 124.13 | | 11.85 | 77.02% | 22.98% | 91.63% | 8.37% | |
| Nov-25 | 811 | 218 | 1029 | 367 | 21 | 388 | 94.87 | | 10.85 | 78.81% | 21.19% | 94.59% | 5.41% | |
| Dec-25 | 943 | 275 | 1218 | 353 | 29 | 382 | 104.06 | | 11.70 | 77.42% | 22.58% | 92.41% | 7.59% | |
| Jan-26 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | Low funds NO OT | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | |
| Feb-26 | 1267 | 491 | 1758 | 477 | 78 | 555 | 147.05 | | 11.96 | 72.07% | 27.93% | 85.95% | 14.05% | |
| Totals | 17952 | 6727 | 24679 | 5910 | 867 | 6777 | 1950.31 | | | | | | | |
| | | | | | | | | | Average | 14.13 | 63% | 37% | 76% | 24% |

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
 2P B/S 2/25: Call back/F7 Do not bill received after JPA has been billed: 4 JPAs/ 20 poles
 2P B/S 3/25: Call back/F7 Do not bill received after JPA has been billed: 6 JPAs/ 49 poles
 2P B/S 4/25: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/ 8 poles
 2P B/S 7/25: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/ 12 poles
 2P B/S 9/25: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/ 41 poles
 2P B/S 10/25: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/ 10 poles
 2P B/S 11/25: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/ 5 poles
 2P B/S 2/26: Call back/F7 Do not bill received after JPA has been billed: 2 JPAs/ 32 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% | |
| 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% | |
| Nov-24 | 189 | 379 | 568 | 42 | 40 | 82 | 49.25 | | 11.53 | 33.27% | 66.73% | 51.22% | 48.78% | |
| Dec-24 | 267 | 644 | 911 | 75 | 60 | 135 | 54.50 | | 16.72 | 29.31% | 70.69% | 55.56% | 44.44% | |
| Jan-25 | 173 | 231 | 404 | 52 | 22 | 74 | 33.70 | | 11.99 | 42.82% | 57.18% | 70.27% | 29.73% | |
| Feb-25 | 274 | 220 | 494 | 55 | 30 | 85 | 49.67 | | 9.95 | 55.47% | 44.53% | 64.71% | 35.29% | |
| Mar-25 | 652 | 1149 | 1801 | 108 | 93 | 201 | 113.44 | | 15.88 | 36.20% | 63.80% | 53.73% | 46.27% | |
| Apr-25 | 223 | 115 | 338 | 32 | 16 | 48 | 40.50 | | 8.35 | 65.98% | 34.02% | 66.67% | 33.33% | |
| May-25 | 238 | 763 | 1001 | 52 | 83 | 135 | 51.95 | | 19.27 | 23.78% | 76.22% | 38.52% | 61.48% | |
| Jun-25 | 244 | 1206 | 1450 | 44 | 97 | 141 | 57.23 | | 25.34 | 16.83% | 83.17% | 31.21% | 68.79% | |
| Jul-25 | 199 | 393 | 592 | 39 | 32 | 71 | 51.27 | | 11.55 | 33.61% | 66.39% | 54.93% | 45.07% | |
| Aug-25 | 291 | 915 | 1206 | 77 | 91 | 168 | 66.13 | | 18.24 | 24.13% | 75.87% | 45.83% | 54.17% | |
| Sep-25 | 378 | 521 | 899 | 75 | 66 | 141 | 58.29 | | 15.42 | 42.05% | 57.95% | 53.19% | 46.81% | |
| Oct-25 | 145 | 129 | 274 | 21 | 12 | 33 | 25.37 | | 10.80 | 52.92% | 47.08% | 63.64% | 36.36% | |
| Nov-25 | 292 | 325 | 617 | 62 | 35 | 97 | 49.63 | | 12.43 | 47.33% | 52.67% | 63.92% | 36.08% | |
| Dec-25 | 247 | 193 | 440 | 45 | 20 | 65 | 41.94 | | 10.49 | 56.14% | 43.86% | 69.23% | 30.77% | |
| Jan-26 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | Low funds NO OT | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | |
| Feb-26 | 197 | 67 | 264 | 30 | 8 | 38 | 33.20 | | 7.95 | 74.62% | 25.38% | 78.95% | 21.05% | |
| Totals | 5948 | 10803 | 16751 | 1189 | 1063 | 2252 | 1160.19 | | | | | | | |
| | | | | | | | | | Average | 14.05 | 34% | 66% | 52% | 48% |

3P B/S 10/24: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/6 poles
 3P B/S 2/25: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/22 poles
 3P B/S 3/25: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/12 poles
 3P B/S 4/25: Call back/F7 Do not bill received after JPA has been billed: 1 JPAs/2 poles

Total 2P+3P hours 3110.50 Grand Total
 Total 2P+3P poles processed 593 Grand Total
 Total additional hours 180.25 FEB 2026 B/S

Report from the SCJPC database:

| | FINALIZED JPAS | FINALIZED JPAS | |
|---------------------|---|---|---|
| Bill of Sale | % E Base Owner Poles processed in Finalized JPAs | % Non E Base Owner Poles processed in Finalized 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. |
| November 2024 | 74.41% | 25.59% | OT included. SCE Inspection/tag JPAs excluded. |
| December 2024 | 83.66% | 16.34% | OT included. SCE Inspection/tag JPAs excluded. |
| January 2025 | 83.61% | 16.39% | OT included. SCE Inspection/tag JPAs excluded. |
| February 2025 | 58.44% | 41.56% | Priority Billing JPAs finalized. OT included. SCE/B Inspection/tag JPAs excluded. |
| March 2025 | 65.53% | 34.47% | Priority Billing JPAs finalized. OT included. SCE Inspection/tag JPAs excluded. |
| April 2025 | 84.05% | 15.95% | OT included. SCE Inspection/tag JPAs excluded. |
| May 2025 | 88.67% | 11.33% | OT included. SCE Inspection/tag JPAs excluded. |
| June 2025 | 85.43% | 14.57% | OT included. SCE Inspection/tag JPAs excluded. |
| July 2025 | 88.86% | 11.14% | OT included. SCE Inspection/tag JPAs excluded. |
| August 2025 | 87.64% | 12.36% | OT included. SCE Inspection/tag JPAs excluded. |
| September 2025 | 88.82% | 11.18% | OT included. SCE Inspection/tag JPAs excluded. |
| October 2025 | 91.82% | 8.18% | OT included. SCE Inspection/tag JPAs excluded. |
| November 2025 | 89.65% | 10.35% | OT included. SCE Inspection/tag JPAs excluded. |
| December 2025 | 86.80% | 13.20% | OT included. SCE Inspection/tag JPAs excluded. |
| January 2026 | 87.48% | 12.52% | SCE Inspection/tag JPAs excluded. (no OT) |
| February 2026 | 87.90% | 12.10% | OT included. SCE Inspection/tag JPAs excluded. |
| | % E Base Owner Poles processed in Finalized JPAs | % Non E Base Owner Poles processed in Finalized JPAs | |

REASONS

TOTAL PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

TOTAL PB SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| GRAND TOTAL | 0 | |

SCE PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

SCE SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

ATS PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

ATS SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

EXT PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

EXT SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

LAC PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

LAC SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

M PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

M SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

MCI PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

MCI SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

NG PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

NG SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

NXT PB SUBMITTED

| | JPAS | POLES |
|--------------|----------|----------|
| 2P | 0 | 0 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 0 | 0 |

NXT SUBMITTED

| | JPAS | |
|-------------------------|------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |

| <u>TOTAL PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 198 | 971 |
| 3P & 4P | 127 | 822 |
| 5PLUS | 24 | 220 |
| TOTAL | 349 | 2013 |

| <u>TOTAL PB SUBMITTED</u> | | |
|---|--|------------|
| REASONS | | |
| | | JPAS |
| 1 COR | | 5 |
| 2 FIRE | | 21 |
| 3 BILL FIRST | | 219 |
| 4 UNFORSEEN CATASTROPHE | | 104 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| GRAND TOTAL | | 349 |

| <u>SCE PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 196 | 951 |
| 3P & 4P | 103 | 524 |
| 5PLUS | 22 | 185 |
| TOTAL | 321 | 1660 |

| <u>SCE SUBMITTED</u> | | |
|---|--|------------|
| | | JPAS |
| 1 COR | | 5 |
| 2 FIRE | | 21 |
| 3 BILL FIRST | | 191 |
| 4 UNFORSEEN CATASTROPHE | | 104 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 321 |

| <u>ATS PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 0 | 0 |
| 3P & 4P | 6 | 114 |
| 5PLUS | 0 | 0 |
| TOTAL | 6 | 114 |

| <u>ATS SUBMITTED</u> | | |
|---|--|----------|
| | | JPAS |
| 1 COR | | 0 |
| 2 FIRE | | 0 |
| 3 BILL FIRST | | 6 |
| 4 UNFORSEEN CATASTROPHE | | 0 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 6 |

| <u>LAC PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 0 | 0 |
| 3P & 4P | 2 | 2 |
| 5PLUS | 0 | 0 |
| TOTAL | 2 | 2 |

| <u>LAC SUBMITTED</u> | | |
|---|--|----------|
| | | JPAS |
| 1 COR | | 0 |
| 2 FIRE | | 0 |
| 3 BILL FIRST | | 2 |
| 4 UNFORSEEN CATASTROPHE | | 0 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 2 |

| <u>M PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 2 | 20 |
| 3P & 4P | 4 | 41 |
| 5PLUS | 1 | 23 |
| TOTAL | 7 | 84 |

| <u>M SUBMITTED</u> | | |
|---|--|----------|
| | | JPAS |
| 1 COR | | 0 |
| 2 FIRE | | 0 |
| 3 BILL FIRST | | 7 |
| 4 UNFORSEEN CATASTROPHE | | 0 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 7 |

| <u>MCI PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 0 | 0 |
| 3P & 4P | 7 | 74 |
| 5PLUS | 1 | 12 |
| TOTAL | 8 | 86 |

| <u>MCI SUBMITTED</u> | | |
|---|--|----------|
| | | JPAS |
| 1 COR | | 0 |
| 2 FIRE | | 0 |
| 3 BILL FIRST | | 8 |
| 4 UNFORSEEN CATASTROPHE | | 0 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 8 |

| <u>NG PB SUBMITTED</u> | | |
|--|-------------|--------------|
| 12/6/2025 - 1/5/2026 FEBURARY 2026 BS PB | | |
| | <u>JPAS</u> | <u>POLES</u> |
| 2P | 0 | 0 |
| 3P & 4P | 5 | 67 |
| 5PLUS | 0 | 0 |
| TOTAL | 5 | 67 |

| <u>NG SUBMITTED</u> | | |
|---|--|----------|
| | | JPAS |
| 1 COR | | 0 |
| 2 FIRE | | 0 |
| 3 BILL FIRST | | 5 |
| 4 UNFORSEEN CATASTROPHE | | 0 |
| NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING | | |
| TOTAL | | 5 |

TOTAL PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|------------|-------------|
| | JPAS | POLES |
| 2P | 247 | 1378 |
| 3P & 4P | 213 | 1059 |
| 5PLUS | 32 | 402 |
| TOTAL | 492 | 2839 |

SCE PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|------------|-------------|
| | JPAS | POLES |
| 2P | 246 | 1374 |
| 3P & 4P | 198 | 882 |
| 5PLUS | 30 | 353 |
| TOTAL | 474 | 2609 |

ATS PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|----------|-----------|
| | JPAS | POLES |
| 2P | 0 | 0 |
| 3P & 4P | 6 | 75 |
| 5PLUS | 0 | 0 |
| TOTAL | 6 | 75 |

LAC PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|----------|----------|
| | JPAS | POLES |
| 2P | | |
| 3P & 4P | | |
| 5PLUS | | |
| TOTAL | 0 | 0 |

M PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|----------|----------|
| | JPAS | POLES |
| 2P | 1 | 4 |
| 3P & 4P | 0 | 0 |
| 5PLUS | 0 | 0 |
| TOTAL | 1 | 4 |

MCI PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|----------|-----------|
| | JPAS | POLES |
| 2P | 0 | 0 |
| 3P & 4P | 4 | 70 |
| 5PLUS | 1 | 29 |
| TOTAL | 5 | 99 |

NG PB SUBMITTED

| 1/6/2026 - 2/4/2026 MARCH 2026 BS PB | | |
|--------------------------------------|----------|-----------|
| | JPAS | POLES |
| 2P | 0 | 0 |
| 3P & 4P | 5 | 32 |
| 5PLUS | 1 | 20 |
| TOTAL | 6 | 52 |

REASONS

TOTAL PB SUBMITTED

| | JPAS | |
|-------------------------|------------|---|
| 1 COR | 52 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 348 | |
| 4 UNFORSEEN CATASTROPHE | 92 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| GRAND TOTAL | 492 | |

SCE SUBMITTED

| | JPAS | |
|-------------------------|------------|---|
| 1 COR | 51 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 331 | |
| 4 UNFORSEEN CATASTROPHE | 92 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 474 | |

ATS SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 6 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 6 | |

LAC SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 0 | |

M SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 1 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 0 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 1 | |

MCI SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 5 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 5 | |

NG SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 6 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 6 | |

TOTAL PB SUBMITTED

2/5/2026 - 3/5/2026 APRIL 2026 BS PB

| | JPAS | POLES |
|--------------|------------|-------------|
| 2P | 166 | 904 |
| 3P & 4P | 57 | 588 |
| 5PLUS | 10 | 114 |
| TOTAL | 233 | 1606 |

SCE PB SUBMITTED

2/5/2026 - 3/5/2026 APRIL 2026 BS PB

| | JPAS | POLES |
|--------------|------------|-------------|
| 2P | 166 | 904 |
| 3P & 4P | 51 | 462 |
| 5PLUS | 9 | 97 |
| TOTAL | 226 | 1463 |

ATS PB SUBMITTED

2/5/2026 - 3/5/2026 APRIL 2026 BS PB

| | JPAS | POLES |
|--------------|----------|-----------|
| 2P | 0 | 0 |
| 3P & 4P | 1 | 17 |
| 5PLUS | 0 | 0 |
| TOTAL | 1 | 17 |

HLA PB SUBMITTED

2/5/2026 - 3/5/2026 MARCH 2026 BS PB

| | JPAS | POLES |
|--------------|----------|-----------|
| 2P | 0 | 0 |
| 3P & 4P | 1 | 28 |
| 5PLUS | 0 | 0 |
| TOTAL | 1 | 28 |

NG PB SUBMITTED

2/5/2026 - 3/5/2026 APRIL 2026 BS PB

| | JPAS | POLES |
|--------------|----------|-----------|
| 2P | 0 | 0 |
| 3P & 4P | 4 | 81 |
| 5PLUS | 1 | 17 |
| TOTAL | 5 | 98 |

REASONS

TOTAL PB SUBMITTED

| | JPAS | |
|-------------------------|------------|---|
| 1 COR | 6 | |
| 2 FIRE | 18 | |
| 3 BILL FIRST | 153 | |
| 4 UNFORSEEN CATASTROPHE | 56 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| GRAND TOTAL | 233 | |

SCE SUBMITTED

| | JPAS | |
|-------------------------|------------|---|
| 1 COR | 6 | |
| 2 FIRE | 18 | |
| 3 BILL FIRST | 146 | |
| 4 UNFORSEEN CATASTROPHE | 56 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 226 | |

ATS SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 1 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 1 | |

HLA SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 1 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 1 | |

NG SUBMITTED

| | JPAS | |
|-------------------------|----------|---|
| 1 COR | 0 | |
| 2 FIRE | 0 | |
| 3 BILL FIRST | 5 | |
| 4 UNFORSEEN CATASTROPHE | 0 | NAME UPDATED MARCH 19, 2025 OPERATING COMMITTEE MEETING |
| TOTAL | 5 | |

SCJPC Additional Staff Costs (other than salary):

| Monthly fees | |
|---|------------------|
| IT managed user | \$ 110.00 |
| Microsoft 365 Email & VOIP phone number | \$ 38.00 |
| Remote work reimbursement | \$ 82.00 |
| Total monthly fees | \$ 230.00 |

| One time fee | |
|--|--------------------|
| Yubikey + tax | \$ 65.00 |
| Laptop + 3yr warranty + one time setup fee | \$ 1,700.00 |
| Monitors | \$ 500.00 |
| Total one time fee | \$ 2,265.00 |

PROPOSAL from SCJPC Office:

Plan for Temporary Hire: Limiting Scope to Billing Sec. 7.x (2-Party) – Level 1 - \$24/HR

We plan to hire a temporary employee dedicated solely to billing simple Sec. 7.x (2-party) JPAs. This role will not include other billing responsibilities such as data entry of JPA or pole records, spreadsheet reconciliation, or report review.

Current billers handle multiple responsibilities, and everyone, including our typists, requires extensive training on our custom software, which is the most time-consuming part of training. It typically takes a typist (our entry-level staff) at least three full months to perform data entry independently due to the level of detail required when entering JPA and pole records according to sections, subsections, items, anchors, arms, and bill of sale notes.

By limiting the new hire's scope to simple Sec. 7.x (2-party) billing, we can eliminate the need for access to our current systems and significantly reduce training time. The new hire will only use the SCJPC website to review pole records, allowing for efficient onboarding and focused productivity.

Billing Manual for Temp Hire

Kathleen and Angela will work closely together to develop a billing manual for the new hire by the end of April in preparation for a May 1 hire. This will be a collaborative effort, with both contributing to the manual to ensure it is effective for a new hire with no prior experience in JPAs or poles.

The goal is to create a clear, easy-to-follow manual supported by examples, reducing training time and minimizing the need for one-on-one instruction, so the new hire can work independently after two weeks with minimal supervision.

Kathleen will take the lead in drafting the Biller Level 1, 2-Party JPA Manual, beginning with Section 7.X (simple sections), while Angela will review, provide feedback, and contribute throughout the manual development.

We have never done this before, but we would like to try it with the approval of the Operating Committee. If the manual is successful, we may consider hiring multiple temporary staff.

There are approximately 14,000 2-party JPAs and 46,000 poles currently in backlog as of 3/26 bill of sale.

If a temporary staff member can process a minimum of 150 poles per day after training:

150×250 workdays = 37,500 approximately poles per year

The JPAs with three or more parties (5,195 JPAs, 33,000 poles currently in backlog as of the 3/26 bill of sale) can be processed by our current staff, as they have all been trained to bill more complex JPAs.

If we hire a temporary staff member, the current office staff will still need to double-check their work and enter the JPA and pole records into the database, which will increase the workload for current staff. We will probably need to hire an additional support staff member (Billing Support Analyst/Typist).

The more poles or JPAs the staff bill, the more data entry work is required to type those pole records into the system.

Promote Within

Angela and Kathleen will also begin creating a billing test for 2-party and multi-party JPAs for our current three Billing Support Analysts (BSAs) to help identify who may advance sooner to Biller Level 2 (billing JPAs with three or more parties).

Current BSAs may begin by billing 2-party JPAs, with opportunities to progress to higher levels; however, advancement to Biller Level 3 may require testing, including strong proficiency in decimal rounding, fractions, and percentages. The test will be conducted in person, with study materials provided in advance. We will develop sample exams and other testing materials.