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December 29, 2003

Ms. Cathy Hightower, Filing Clerk
Public Utility Commission of Texas
1700 N. Congress Avenue
Austin, Texas 78701

Re: Project No. 28691 – Annual Progress Reports on Five-Year Plan to Enhance Supplier and Workforce Diversity

Dear Ms. Hightower:

On behalf of Lake Livingston Telephone Company, Inc. and pursuant to P.U.C. SUBST. R. 26.85(e), enclosed for filing in the above-referenced project are four (4) copies of the Annual Progress Report on the Five-Year Plan to Enhance Supplier and Workforce Diversity.

Consistent with §26.85(e), copies of this report are also being provided to: (1) Governor; (2) Lieutenant Governor; (3) Speaker of the House; (4) Texas Legislative Black Caucus; and (5) Mexican-American Legislative Caucus:

Any questions may be directed to me at (830) 895-7236.

Sincerely,

Michael F. Rinehart
Authorized Representative for
Lake Livingston Telephone Company, Inc.

cc w/ attachment

The Honorable Rick Perry
The Honorable Tom Craddick
Mexican-American Legislative Caucus
Lake Livingston Telephone Company, Inc.

The Honorable David Dewhurst
Texas Legislative Black Caucus

WORKFORCE AND SUPPLIER DIVERSITY FORM

NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR

Occupational Categories	Combined Total	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers													
Professionals													
Technicians	1	1		1									
Sales Workers													
Office and Clerical													
Craft Workers (Skilled)													
Operatives (Semi-skilled)													
Laborers (Unskilled)													
Service Workers													
Previous Year Totals	1	1		1									
Year Totals	1	1		1									

WORKFORCE AND SUPPLIER DIVERSITY FORM

Actual = [Total HUB(6) procurement + Total Small Business procurement]/Total Company procurement	Actual for Previous FY	Actual for Current FY	Percentage change
Construction Contracts (1)	-0-	.01%	100%
Commodities Contracts (2)	23%	1.6%	-93%
Other Services (3)	1%	.01%	-99%
Professional Services Contracts (4)	-0-	-0-	-0-
Major Equipment (5)	7%	35%	400%
Other	1%	-0-	-100%

(1) Construction -- Construction done by general contractors and special trade contractors which includes new work, additions, alterations, reconstruction, installations, repairs, remodeling, renovating, and repair of office buildings. Heavy construction other than buildings such as pipelines, communication and power lines, sewer and water mains, asphalt and concrete construction of roads, trenching, cable laying, conduit construction, land clearing and leveling.

(2) Commodities -- All materials, goods or tangibles purchased to conduct business, not including fuel or purchased power contracts and major equipment purchases and rentals.

(3) Others Services -- All specialty work, special circumstances that required contract labor, special consultants or other non-defined services. Examples include audio/visual, staffing services, landscaping, forestry, tree trimming, art and decorative services, janitorial, travel/lodging, automotive repair, and photography.

(4) Professional Services -- Contracted professional services which include legal, consulting, health, engineering, accounting, advertising/marketing, architectural, real estate, computer services, research and analysis, education/training, insurance, surveying services, weather services, environmental, financial, etc.

(5) Major Equipment -- Includes all major equipment purchases and rentals including but not limited to transmission and distribution equipment, power plant equipment, substation equipment, heavy construction equipment, fleet requirements, etc.

(6) HUB -- Business enterprises that are 51% owned and controlled by U.S. citizens who are socially disadvantaged because of their identification as members of certain groups, including African-American, Hispanic, Native American, or Asian Pacific and Women as defined in the Texas Government Code § 481.101(1).

(7) Other -- Any commodity or service not covered by the above categories.

Project No. 28691
**2003 Annual Progress Report on Five – Year Plan to Enhance Supplier and Workforce
Diversity for Lake Livingston Telephone Company**

List of programs and activities to achieve the initiatives.

- A. Employ a diverse workforce emphasizing local community employment.
Initiatives related to this objective are listed below followed by an explanation of steps taken in the year 2003 to reach these goals. Lake Livingston Telephone Company (“Lake Livingston”) or the (“Company”) 2003 Employee Breakdown is attached as Exhibit 1.
1. Identify local organizations with minority membership emphasis and communicate through these organizations employment opportunities with the Company.
 - a. In the year 2003 Lake Livingston Telephone did not have any employment opportunities.
 2. Identify local organizations with female membership emphasis and communicate through these organizations employment opportunities with the Company.
 - a. In the year 2003 Lake Livingston Telephone did not have any employment opportunities.
 3. Identify local educational institutions and communicate through the educational employment outreach programs employment opportunities available for minority and female students. Attempt to work with educational institution to establish a work-for-credit intern program. These types of programs may be established through local high school and/or community or surrounding area colleges.
 - a. Lake Livingston Telephone is still in the planning stages of this initiative.
 4. Post available job opportunities on Company website.
 - a. In the year 2003 Lake Livingston Telephone did not have any employment opportunities.
 5. Post available job opportunities on industry organization website.
 - a. In the year 2003 Lake Livingston Telephone did not have any employment opportunities.

6. Provide workforce diversity related employee training.
 - a. Lake Livingston did not offer workforce diversity training for the year 2003.
 7. Offer available work-related training to employees.
 - a. Lake Livingston Telephone Company's one employee attended the Texas Expo (Outside Plant Seminar). He also participated in Computer-based Training and On-The -Job Training.
 8. Offer available advancement opportunities to employees.
 - a. Lake Livingston Telephone Company has only one (1) employee; therefore, Lake Livingston Telephone had no advancement opportunities in the year 2003.
- B. Utilize historically underutilized businesses (HUBs) in the procurement of goods and services, emphasizing local community service providers. Initiatives related to this objective are listed below followed by an explanation of steps taken in the year 2003.
1. Identify local organizations with minority business membership emphasis and participate or communicate through these local organizations business opportunities with the Company.
 - a. Lake Livingston Telephone is a member of the Polk County Chamber of Commerce
 2. Identify local organizations with female-owned business membership emphasis and participate or communicate through these local organizations business opportunities with the Company.
 - a. Lake Livingston Telephone is a member of the Polk County Chamber of Commerce
 3. Post contracting opportunities with local community media.
 - a. Lake Livingston Telephone Company had limited contract opportunities in the year 2003, therefore, none were offered to the public through the local media.
 4. Post contracting opportunities on the Company website.
 - a. This initiative is still in the planning stages.

- C. Utilize small businesses other than HUB small businesses in the procurement of goods and services. Initiatives related to this objective are listed below followed by an explanation of steps taken in the year 2003.
1. Identify local organizations with small business membership emphasis and participate or communicate business opportunities available with the Company.
 - a. Lake Livingston Telephone is a member of the Polk County Chamber of Commerce
 2. Post contracting opportunities with local community media.
 - a. Lake Livingston Telephone Company had limited contract opportunities in the year 2003, therefore, none were offered to the public through the local media.
 3. Post contracting opportunities on the Company website.
 - a. This initiative is still in the planning stages.

List of business partnership initiatives undertaken to facilitate small and historically underutilized business entry into the telecommunications market.

At this time, Lake Livingston Telephone Company is not engaged in any business partnerships or joint ventures. Initiatives in this area will be taken under consideration by the management and Board. If no conflict with existing company policy or by-law provisions exists, Lake Livingston Telephone Company may seek to incorporate this issue into its business plan.