



Control Number: 28691



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Addendum StartPage: 3



December 30, 2003

Filing Clerk
Public Utility Commission of Texas
1701 North Congress Avenue
Austin, Texas 78701

2003 DEC 30 PM 3:06
PUBLIC UTILITY COMMISSION
FILING CLERK

RE: Project No. 28691 - Mid-Plains Rural Telephone Cooperative, Inc.'s Annual Progress Report on Five Year Plan to Enhance Supplier and Workforce Diversity

Dear Sir or Madam:

Pursuant to the requirements of Substantive Rule §26.85, Mid-Plains Rural Telephone Cooperative, Inc. is filing an original plus four (4) copies of the Workforce and Supplier Diversity Form. Mid-Plains Rural Telephone Cooperative, Inc. serves approximately 3,445 access lines in Texas.

If you have any questions pertaining to this filing, please call me at (512) 343-2544.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jarrod Harper".

Jarrod Harper
Authorized Representative for
Mid-Plains Rural Telephone Cooperative, Inc.

JH/pjf

Enclosure

cc: Mr. Danny R. Johnson, Mid-Plains Rural Telephone Cooperative, Inc.
The Honorable Rick Perry, Governor's Office
The Honorable David Dewhurst, Lt. Governor's Office
The Honorable Tom Craddick, Speaker's Office
The Texas Legislative Black Caucus
Mexican American Legislative Caucus

WORKFORCE AND SUPPLIER DIVERSITY FORM **WORKFORCE DIVERSITY**

Mid-Plains Rural Telephone Cooperative, Inc.

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR											
	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers	3	2	1	2	1							
Professionals	0	0	0									
Technicians	1	1	0	1								
Sales Workers	0	0	0									
Office and Clerical	7	0	7	5			2					
Craft Workers (Skilled)	9	9	0	7		2						
Operatives (Semi-skilled)	0	0	0									
Laborers (Unskilled)	0	0	0									
Service Workers	0	0	0									
Previous Year Totals	21	12	9	10	6	0	0	2	0	1	0	0
This Year Totals	20	12	8	10	6	0	0	2	0	0	0	0

NOTE: Double-click on embedded Excel chart to open. Click on a cell or use arrow keys to select an occupational category and ethnic group to update workforce diversity numbers. Do not enter information in Combined Total and Company Totals columns or the This Year Totals row as these will update automatically. Cells left blank will be counted as zero. Click anywhere outside of chart to exit.

WORKFORCE AND SUPPLIER DIVERSITY FORM
HUB & SMALL BUSINESS PROCUREMENT AS A PERCENTAGE OF TOTAL COMPANY PROCUREMENT

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)	0.0000%	0.0000%	%
Commodities Contracts (2)	0.7211%	0.5388%	-25.29%
Other Services (3)	0.6661%	0.8158%	22.48%
Professional Services Contracts (4)	0.0000%	0.0000%	%
Major Equipment (5)	1.2794%	5.5681%	335.22%
Other (7)	0.0000%	0.0000%	%

(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.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

(1) Describe the specific initiatives, programs, and activities undertaken under the plan during the preceding year:

During the preceding year, Mid-Plains Rural Telephone Cooperative, Inc. has continued the business relationships established during the normal course of business over a period of years, including Historically Underutilized Businesses which we have done business with in the past. In addition, we attempt to identify any other HUB's with which we can purchase goods and services. Since we are located in a small town in the Texas Panhandle, we are very limited in our choices. We have and will continue to purchase goods and services based on competitive price, quality and availability and will also continue to do business with established entities that can meet our needs based on those criteria.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

- (2) Make an assessment of the success of each of the specific initiatives, programs, and activities listed above:**

As stated above, Mid-Plains Rural Telephone Cooperative, Inc. is located in a small town with limited choices. However, in our opinion, we are very successful in doing business with entities that are classified as HUB's. We do strive to be fair and objective when purchasing goods and services with a goal of obtaining competitive pricing and quality in mind.

- (3) Describe the initiatives, programs, and activities the utility will pursue during the next year to increase the diversity of its workforce and contracting opportunities for small and historically underutilized businesses:**

Our plan for the next year is to continue doing what we have successfully done in past years. We will purchase goods and services based on competitive price, quality and availability and where possible we will continue to do business with HUB's with which we have a relationship. Where possible, we will continue to develop new relationships with HUB's. Our workforce has been very well diversified for many years and we have no plans to alter our hiring practices. We will continue to hire the most qualified candidates when replacing or hiring new employees.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

(4) State the specific progress made under the plan filed by the utility:

Since filing our last report, we have been able to add three new Hub's to our current list of suppliers. During the year 2003, we had one Hispanic male employee terminate his employment with our company to pursue other interests. We were successful in replacing this individual with another Hispanic male employee. We also had a termination of an employee of Asian decent that we have not yet found a suitable replacement. As in the past, we will fill this vacant position with the most qualified applicant.