

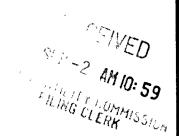
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Item Number: 1560

Addendum StartPage: 0





August 30, 2010

PUC Filing Clerk
Public Utility Commission of Texas
PROJECT NO. 30240
1701 North Congress Avenue
Austin, Texas 78711-3326

RE: 2009 Annual Workforce Diversity Report Project No. 30240

Dear Sir or Madam:

Attached are four copies of our 2009 Workforce Diversity Report. We have also mailed a copy to each of the Legislative Contacts as listed on the Texas PUC website.

If you need anything further in this regard, please feel free to contact me at (806) 788-2951 or at wendyl@ntscom.com.

Sincerely,

Wendy J. Lee, SPHR

Vice President - Human Resources

NTS Communications, Inc.

5307 W. Loop 289

Lubbock, TX 79414-1610

PROJECT NO. 30240

NTS COMMUNICATIONS, INC. 2009 ANNUAL WORKFORCE DIVERSITY REPORT

TABLE OF CONTENTS

Cover letter	2
Description of initiatives and progress	3
Workplace and Supplier Diversity Form	5
EEO-1 Report	6

WORKFORCE AND SUPPLIER DIVERSITY FORM FOR ANNUAL PERIOD ENDING SEPTEMBER 30, 2009

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

<u>Workforce</u>: We continue to have good diversity in our organization – we have a very diverse workforce. We are an Affirmative Action Employer. We take proactive steps to be sure our employment ratios remain in line with the surrounding population. In order to continue to attract qualified minority applicants, we continued to do the following:

- Placed ads in the West Texas Hispanic News and other minority newspapers this helped us to attract some bilingual employees for various departments.
- We posted our job openings on the Texas Workforce Commission Internet site. We felt this might help us reach more minorities, some veterans and possibly some applicants with some disabilities.
- We attended both semi-annual South Plains Job Fairs which are sponsored by the Texas Workforce Commission. They encourage their job applicants to attend the job fair and we were able to attract a good number of minority applicants.
- We have remained in contact with International Business College. A large percentage of their students are minorities or females. We have hired several of their student graduates and have also done several internships for them, sometimes hiring the interns once they complete their internship with us.
- We post all of our job openings internally through our e-mail system. This gives all of the females and minorities we have already working a chance to improve themselves by moving up on the job. We have a good percentage of minorities and females who get promoted through this avenue.
- We offer work-related training to all employees. This provides females and minorities a change to improve their skills, enabling them to have opportunities for advancement on the job.
- We have attended seminars about equal employment, diversity and ADA issues to help us remain aware of how to best work with these issues in the workplace.

<u>Supplier</u>: We have always done business with a good number of small businesses and businesses which are owned or controlled by women or minorities. We welcome these businesses to give quotes when we are taking quotes for different things. When we have received phone calls from such businesses, we have encouraged them to give us a quote to see if we could do business with them.

2. Make an assessment of the success of each of the specific initiatives, programs, and activities listed above:

<u>Workforce</u>: We were able to attract a good number of minority candidates. We hired some good minority employees throughout the year as a direct result of doing these things. During the year ending September 30, 2009, we hired 83 employees. We hired 35 minorities (42% of all hires). We hired 43 females (52% of all hires). We feel our efforts and our respect for diversity have helped us to maintain a diverse workforce. We also hired several veterans throughout the year.

<u>Supplier</u>: We have used the small businesses and the HUB businesses when we felt they met our needs at a good price. We will continue to try to increase our use of such businesses.

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:

<u>Workforce</u>: We will continue to post our jobs on the TWC Internet site and to advertise in minority newspapers. We will continue to do the items listed in Number 1 above as well as other things we can find to increase the diversity of our workforce.

Supplier:

We will continue to contact small businesses and HUB's when we are making purchases. We will encourage small businesses or HUB's to contact us if they feel they have a service or product that might match our business needs.

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

Workforce:

During the plan year ending September 30, 2009, we hired 83 employees. We hired 35 minorities (42% of all hires). We hired 43 females (52% of all hires). We feel our efforts and our respect for diversity have helped us to maintain a diverse workforce. We also hired several veterans throughout the year.

Supplier:

We have used the small businesses and the HUB businesses when we felt they met our needs at a good price. We will continue to proactively try to increase our use of such businesses.

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

Actual % = [Total HUB(1) procurement + Total Small Business(2) procurement]/Total Company procurement	Actual % for Previous	Actual % for Current	Percentage Change
	FY 2008	FY 2009)
Construction Contracts (3)	16.3200%	45.4500%	178.49%
Commodities Contracts (4)	17.4900%	16.6100%	-5.03%
Other Services (5)	15.5100%	19.3800%	24.95%
Professional Services Contracts (6)	73.8500%	50.0300%	-32.25%
Major Equipment (7)	1.0100%	132.0100%	12970.30%
Other (8)	%0095'5	7.6300%	37.23%

- Americans, and American Indians; (B) a sole proprietorship formed for the purpose of making a profit that is 100 percent owned, operated, and controlled by a person described by Paragraph (A) of this subdivision; (C) a partnership formed for the purpose of making a profit in which 51 percent of the assets and interest in the partnership is owned by one or more persons described by Paragraph (A) of this subdivision. Those persons must have proportionate interest and demonstrate active participation in the control, operation, and management of (1) HUB -- Pursuant to Texas Government Code § 481.191(4), HUB means: (A) a corporation formed for the purpose of making a profit in which at least 51 percent of all classes of the shares of stock or other equitable securities is owned by one or more persons who are members of certain groups, including black Americans, Hispanic Americans, women, Asian Pacific the partnership's affairs; or (D) a joint venture in which each entity in the joint venture is a historically underutilized business under this subdivision.
- (2) Small Business -- Pursuant to Texas Government Code § 481.191(6), Small Business means a corporation, partnership, sole proprietorship, or other legal entity that: (A) is domiciled in this state; (B) is formed to make a profit; (C) is independently owned and operated; and (D) employs fewer than 100 full-time employees.
- 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 (3) Construction -- Construction done by general contractors and special trade contractors which includes new work, additions, alterations, reconstruction, installations, repairs. concrete construction of roads, trenching, cable laying, conduit construction, land clearing and leveling.
- Commodities -- All materials, goods or tangibles purchased to conduct business, not including fuel or purchased power contracts and major equipment purchases and rentals.
- (5) 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.
- (6) 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.
- (7) 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.
- (8) Other -- Any commodity or service not covered by the above categories.

WORKFORCE AND SUPPLIER DIVERSITY FORM WORKFORCE DIVERSITY

American Indian	Female										0	0
Атепса	Male										0	0
Asian	Female										0	0
A.	M alc						2				3	4
Hispanic	Female	4				29					33	33
	M ale	2		-	4	15	-	9			37	39
A frican A merican	Female				3	5					5	∞
Afr	M ale	2				1	3				4	9
asian	Female	11	1		20	59	3				92	94
Caucasian	Male	28	9	5	9	20	53	9			113	124
Company Totals	Female	15	-	0	23	93	3	0	0	0	126	135
Compan	Male	3.2	9	7	10	37	69	12	0	0	157	173
Combined Total		47	7	7	33	130	72	12	0	0	283	308
Occupational Categories		Officials and Managers	Professionals	Technicians	Sales Workers	Office and Clerical	Craft Workers (Skilled)	Operatives (Semi-skilled)	Laborers (Unskilled)	Service Workers	Previous Year Totals	This Year Totals

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.