



Control Number: 30240



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**RUS**

**TAYLOR TELEPHONE COOPERATIVE, INC.**

P.O. BOX 370      TELEPHONE (325) 846-4111  
MERKEL, TEXAS 79536

STEVE SINGLETARY  
GENERAL MANAGER/CEO  
BILL WHISENHUNT  
PLANT MANAGER  
SUSAN HOLLINGSWORTH  
CONTROLLER

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DEC -2 AM 9:19  
PUBLIC UTILITY COMMISSION  
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DATE 11-28-11

Filing Clerk  
Public Utility Commission of Texas  
1700 N Congress Avenue  
P O Box 13326  
Austin, Tx 78711-3326

RE: Project 30240 Annual Progress Report on Five-Year  
Plan to enhance Supplier & Workforce Diversity for  
Taylor Telephone Cooperative Inc.

Pursuant to 26.85(e), enclosed for filing are four copies of the  
Annual Progress on the implementation of the Five Year Plan to  
Enhance Supplier and Workforce Diversity. This filing is being  
made in Project 30240 as the project designated for this report.

Consistent with the requirements of the approved rule, copies of  
this report are also being provided to: (1) Governor; (2) Speaker's  
Office; (3) Lt. Governor; (4) House Legislative Black Caucus; (5)  
Texas Senate Hispanic Caucus; (6) Mexican American Legislative  
Caucus.

We have included an extra copy of the transmittal letter and  
request that you please file-date stamp this copy and return to  
us for our files. If you have any questions concerning this  
report, please contact Tammy Hutchings at (325) 846-4111.

Sincerely,

*Tammy Hutchings*

Tammy Hutchings  
w/attachments

The Governor's Office  
Speaker's Office  
Lt. Governor's Office  
House Legislative Black Caucus  
Texas Senate Hispanic Caucus  
Mexican American Legislative Caucus

18053

# **WORKFORCE AND SUPPLIER DIVERSITY FORM** **WORKFORCE DIVERSITY**

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR																
	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	4	0	3	0	1	0	3	1									
Professionals	1	0	1	0	0		1										
Technicians	5	0	5	0	0	4			1								
Sales Workers	1	0	0	1	0	1											
Office and Clerical	12	0	0	12	0	10				2							
Craft Workers (Skilled)	6	0	6	0	0	6											
Operatives (Semi-skilled)	2	0	2	0	0	2											
Laborers (Unskilled)	6	0	6	0	0	5			1								
Service Workers	1	0	1	0	0	1											
Previous Year Totals	39	0	25	0	14	0	23	12		2							
This Year Totals	38	0	24	0	14	0	22	0	12	0	0	2	0	2	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(1) procurement + Total Small Business(2) procurement]/Total Company procurement		Actual % for Previous FY	Actual % for Current FY	Percentage Change
Construction Contracts (3)		.0245	.0928	.0683 %
Commodities Contracts (4)		.0144	.0239	.0095 %
Other Services (5)		.0048	.0050	.0002 %
Professional Services Contracts (6)		.0497	.0732	.0235 %
Major Equipment (7)		.1766	.1316	(.0450) %
Other (8)		.0061	.0098	.0037 %

(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 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 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.

(3) **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.

(4) **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  
COMPANY INITIATIVES**

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

Insert text here

Taylor Telephone Cooperative Inc., in relating to specific initiatives, programs and activities undertaken during the preceding year, has followed the same business attitude that we have always incorporated, that being, to purchase products from those with the quality and most reasonable price, no matter how small or large, so we can operate effeciently.

As for workforce diversity, we attempt to hire locally, not confined to the city we operate in, but our surrounding communities, basing our hiring practice on obtaining employees with the ability to learn our industry, no matter the race, creed or religion, and having good work ethics.

**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:**

Insert text here

Success of the specific initiatives, programs and activities is the fact that we have an unlimited resource of suppliers for product and supplies, which is an advantage to us as a company, giving us bargaining power and giving companies the ability to compete for our business. As for specific success stories, there are none, but only the fact that we have a good working relationship with our suppliers.

As for workforce diversity, our success is measured by the very capable employees and the relationship they have with each other as a workforce, as well as the customers we serve on a daily basis. Success is also measured by the stability of our employees and their length of tenure.

- (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:**

Insert text here

In the upcoming year Taylor Telephone Cooperative Inc will make every effort to diversify its workforce when the need arises. We will not increase our workforce just to fulfill diversification mandates.

We have always and will continue to give contracting opportunities to small and historically underutilized businesses. It is a Taylor Telephone initiative to use local businesses as much as possible for contracting purposes.

**WORKFORCE AND SUPPLIER DIVERSITY FORM  
COMPANY INITIATIVES**

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

**Insert text here**

**If the plan that is being filed, is this plan, then the progress made by adhering to the above mentioned initiatives has been the development of a strong relationship with our suppliers and our workforce.**