

Control Number: 30240



Item Number: 2086

Addendum StartPage: 0



P. O. BOX 2128 • 7110 HWY. 287 EAST TELEPHONE 940-886-2217 FAX 940-886-2025 VERNON, TEXAS 76385-2128

December 19, 2012

Mr. James Galloway
Filing Clerk
Public Utility Commission of Texas
P.O. Box 13326
1701 N. Congress Avenue
Austin, TX 78711

RE: Project No. 30240 – Annual Progress Report - Enhance Supplier and

Workforce Diversity for Santa Rosa Telephone Cooperative, Inc.

ILEC/CLEC and Santa Rosa Communications

### Dear Mr. Galloway:

Pursuant to §26.85(e), enclosed for filing are four (4) copies of the Annual Progress Report on the implementation of the Yearly Plan to Enhance Supplier and Workforce Diversity. This filing is being made in Project 30240 as the project designated for the report.

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

An extra copy of the transmittal letter has been included and we request that you please file-date stamp the extra copy and return it to us for our files. If you have any questions concerning this report, Jason Tole is serving as our contact person and may be contacted at 940-886-2217.

Sincerely,	
Jason Tole, Chief Financial Offic	er
Cc w/attachment	The Governor's Office The Lt. Governor's Office The Speaker's Office The Texas Legislative Black Caucus The Texas Senate Hispanic Caucus The Texas Mexican American
Workforce Diversity	t of an original and four copies of the 2012 Yearly Plan to Enhance as required by PURA Section 52.256 for Santa Rosa Telephone at Rosa Communications.
Received by:	
Title:	

Date:

### Revised June 2004

## Santa Rosa Telephone Cooperative, Inc.

WORKFORCE AND SUPPLIER DIVERSITY FORM

WORKFORCE DIVERSITY

		NUMBE	BER O	TEXA	S FULL	TIME	MPLO	YBES F	OR REP	ORTIN	R OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR		
Occupational Categories	Combined Total	Company Totals	als	Caucasian	sian	African American	can	Hisp	Hispanic	As	Asian	American Indian	rican ian
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers	7	9	1	5	1			1					
Professionals	0	0	0										
Technicians	0	0	0										
Sales Workers	0	0	0										
Office and Clerical	27	6	18	7	14			2	4				
Craft Workers (Skilled)	20	20	0	19				1					
Operatives (Semi-skilled)	0	0	0										
Tahorers (Unskilled)	O	O	O										
			5										
Service Workers	0	0	0										
Previous Year Totals	59	39	20	34	16			ν	4				
This Year Totals	54	35	19	31	15	0	0	4	4	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 WORKFORCE DIVERSITY

### Santa Rosa Communications

Occupational Categories	Combined	NUMBER OF Company Totals	ER OF y Totals	FEXAS Cauc	F TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR  S Caucasian African Hispanic Asian Am	THIMIB Afri	IE EMIPLO African	YEES Hisp	ES FOR RE Hispanic	PORTI Asy	TING YE Asian	AR American Indian	n Indian
	Total					Ame	American						
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers	0	0	0	0	0			0					
Professionals	0	0	0										
Technicians	0	0	0										
Sales Workers	0	0	0										
Office and Clerical	0	0	0	0	0			O	0				
Craft Workers (Skilled)	0	0	0	0				0					
Operatives (Semi-skilled)	0	0	0										
I obcream (Timbellial)		C	Ó										
Laborers (Cliskined)	0	O	0										
Service Workers	0	0	0										
Previous Year Totals	0	0	0	0	0			0	0				
This Year Totals	0	0	0	0	0	0	0	0	0	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. Revised June 2004

### FEDERAL COMMUNICATIONS COMMISSION Washington, DC 20554

Approved by OMB 3060-0076 Est time per response 1 hour

## COMMON CARRIER ANNUAL EMPLOYMENT REPORT

[Please read instructions before completing and for Notice regarding public burden]

	PREVIOUS YEAR TOTAL 11	TOTAL 10	Service Workers 9	Laborers and Helpers 8	Operatives 7	Craft Workers 6	Administrative Support 5 Workers	Sales Workers 4	Technicians 3	Professionals 2	First/Mid-Level Officials and 1.2. Managers	Executive/Senior Level Officials and Managers		I		Categories	Job		SECTION II - Full-Time Employees.	2012	2. Year Report Filed	Santa Rosa Telephone Coop., Inc. P.O. Box 2128 Vernon, TX. 76385	1 Name and Mailing Address of Respondent
	5	4	-			-	2					_	>	Male		Hispanic or Latino					చ	oop., Inc	ondent
	4	4					4						80	Female		ic or				As of		· ·	
	34	31				19	7		İ			5	C	White						Decem	Period (End		
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		0											G	American Indian or Alaska Native	-			Nurr (Report empl		a Reporting	4 Number		
		0											I	Two or more races		Not-Hispar	Race/Ethnicity	Number of Employees (Report employees in only one category)		Porting Period (check one).  Fewer than 16 (complete Sections)  16 or more (complete all sections)	4 Number of Full-Time Employees during Selected		
	16	15					14					1	-	White		Not-Hispanic or Latino	<b>Y</b>	one category		ik one). complete Sed plete all sect	mployees du		
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FCC 395 Revised December 2007		0											z	Two or more races								Check here if this is a change of address	
FCC 395 ember 2007	59	54	0	0	0	20	27	0	0	0	0	7	0		Columns A - N	Total							

Title of Person Signing Chief Financial Officer	12/18/2012 Jason Tole	Date Typed or Brinted Name	SECTION V - Certification  Leently that to the best of my knowledge, information, and belief, all statements in this report are true and correct.	(Attach a list indicating parties involved, date filed, courts or agencies before which the matter has been heard, file number or other designation, and	This is to advise the Commission that the following complaints alleging violations of the provisions of any equal employment opportunity statute have	This is to advise the Commission that no complaints regarding violations of the equal employment provisions of Federal, state, territorial, or local state company before any body having competent jurisdiction in such matters during the calendar year covered by this report	SECTION IV - Report of Discrimination Complaints Pursuant to 47 CFR 22.321, 23.55, 90.168, 101.4, and 101.311.	PREVIOUS YEAR TOTAL 11 0	TOTAL 10 0	Service Workers 9	Laborers and Helpers 8	Operatives 7	Craft Workers 6	Administrative Support 5 Workers	Sales Workers 4	Technicians 3	Professionals 2	First/Mid-Level Officials and 1 2	Executive/Senior Level Officials and Managers 1.1	A	Male Fe		Categories Hispanic or	Job		SECTION III - Part-Time Employees.
	Si nei son sign	f Parson Sign	nd belief, all s	te filed, courts	ollowing comp	omplaints rega	ursuant to 4	0 0	0								,			В	Female W					
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MENTS MA	Signature		nd correct.	tter has been	wisions of an	oyment provi	.4, and 101.3		0	-										J	Asian	ale				
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BY FINE AN (1) AND/OR									0											ر	Black or African American					
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ONMENT (18	(940) 88			sition	Company	gainst this			0											٦	Asian	Female				
3 U.S.C. 1001 03).	elephone No. (940) 886-2217								0											Z	American Indian or Alaska Native					
WILLFULLY FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (18 U.S.C. 1001) AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (47 U.S.C. 312 (A)(1) AND/OR FORFEITURE (47 U.S.C. 503).	7								0											z	Two or more races			:		
VOCATION								0	0	0	0	0	0	0	0	0	0	0	0	0		Columns A - N	Total			

FCC 395 Revised December 2007

### FEDERAL COMMUNICATIONS COMMISSION Washington, DC 20554

Approved by OMB 3060-0076 Est time per response: 1 hour

# COMMON CARRIER ANNUAL EMPLOYMENT REPORT use read instructions before completion and for Notice reporting public burden?

SECTION 1 - General Information	3			[Please read instructions before completing and for Notice regarding public burden.]	structions be	fore completi	ng and for No	tice regarding	public burde	n.)			2 2		
1 Name and Mailing Address of Respondent	Respondent		:					;							
Santa Rosa Communications P.O. Box 2128 Vernon, TX. 76385	ications												is a	Check here if this is a change of address.	
2. Year Report Filed		3 Reporting	Reporting Period (Ending Date of Pay Period Covered by Report)	ng Date of Pa	Ÿ		4 Number	Number of Full-Time Employees during Selected Reporting Period (check one)	mployees du	ring Selected					1
2012		As o	As of December 2012	ber 2012	, ,		a. Proporting	Reporting Period (check one) a. Pewer than 16 (complete Sections I, IV, and V only) b. 16 or more (complete all sections)	ck one) (complete Sed nplete all sect	ctions I, IV, ar tions)	nd V only)				
SECTION II - Full-Time Employees.	es.	-													
							Nun (Report emp	Number of Employees (Report employees in only one category	oyees	5					
Job								Race/Ethnicity	Ÿ						
Categories	Hist	Hispanic or						Not-Hispai	Not-Hispanic or Latino						Total
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	Male	Female	White	Black or African American	Native Hawaiian or Other	Asian	American Indian or Alaska	Two or more races	White	Black or African American	Native Hawaiian or Other	Asian	American Indian or Alaska	Two or more races	
	>	В	C	D	т	П	G	I	-	٠	~	-	3	z	
Executive/Senior Level Officials and Managers	1														0
First/Mid-Level Officials and 1.2	. 2														0
Professionals	2														٥
Technicians 3															
Sales Workers	4	-													0
Administrative Support 5 Workers	Gi														0
Craft Workers 6	Gi														
Operatives 7															0
Laborers and Helpers 8	_ w_														0
Service Warkers 9															0
<b>TOTAL</b> 10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PREVIOUS YEAR TOTAL 11	0	0	0	0	•	0	0	0	0	0	0	0	0	0	0

FCC 395 Revised December 2007

SECTION IV - Report of Discrimination Complaints Pursuant to 47 CFR 22.321, 23.55, 90.168, 101.4, and 101.311. Service Workers Craft Workers Executive/Senior Level
Officials and Managers Operatives Workers Administrative Support Sales Workers Professionals First/Mid-Level Officials and PREVIOUS YEAR TOTAL aborers and Helpers Managers SECTION III - Part-Time Employees. echnicians TOTAL Categories This is to advise the Commission that the following complaints alleging violations of the provisions of any equal employment opportunity statute have been filed against this company (Attach a list indicating parties involved, date filed, courts or agencies before which the matter has been heard, file number or other designation, and current status or disposition. This is to advise the Commission that no complaints regarding violations of the equal employment provisions of Federal, state, territorial, or local statutes have been filed against this company before any body having competent jurisdiction in such matters during the calendar year covered by this report. dob = 6 12 <u>-</u> 9 0 Male ➤ Hispanic or Latino Female 0 0 œ White 0 0 O Black or African American 0 0 o Hawaiian or Other Pacific Islander Native 0 0 m Male 0 0 П Number of Employees (Report employees in only one category) Alaska Native American Indian or 0 0 ଜ Two or more races Race/Ethnicity Not-Hispanic or Latino 0 0 I White 0 0 Black or African American 0 0 \_ Native Hawaiian or Other Pacific Islander 0 0  $\overline{\phantom{a}}$ Female Asian 0 0 \_ American Indian or Alaska Native 0 0 Z Two or more races 0 0 z Columns A - N 0 0 0 0 0 0 0 0 0 0 0 0 0

WILLFULLY FALSE STATEMENTS/MADE ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (18 U.S.C. 1001) AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (47 U.S.C. 312 (A)(1) AND/OR FORFEITURE (47 U.S.C. 503)

Chief Financial Officer

Title of Person Signing

12/18/2012

Jason Tole

SECTION V - Certification

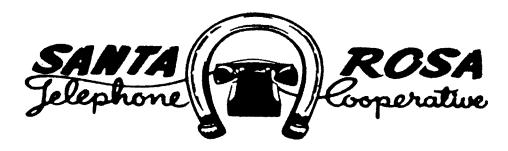
I certify that to the best of my knowledge, information, and belief, all statements in this report are true and correct

Typed or Printed Name of Person Signing

Signature

Telephone No.

(940) 886-2217



P. O. BOX 2128 • 7110 HWY. 287 EAST TELEPHONE 940-886-2217 FAX 940-886-2025 VERNON, TEXAS 76385-2128

December 19, 2012 PUC Project 30240

### WORKFORCE AND SUPPLIER DIVERSITY FORM

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

Standing true to our mission statement, "It shall be the aim of Santa Rosa Telephone Cooperative, Inc. to provide dependable area-wide telephone service on the Cooperative plan and at the lowest cost consistent with sound economy and good management." Santa Rosa Telephone Cooperative has remained committed to increasing the work opportunities for small and historical underutilized businesses.

Staying compliant to the Public Utility Regulatory Act Section 52.25(b) and Public Utility Commission Project No. 30240, Santa Rosa Telephone Cooperative, Inc.; has hereby completed its yearly plan to enhance workforce and diversity. While utilizing the workforce and small and historical underutilized businesses in our community and out lying communities, Santa Rosa has continued to, remain committed to our plan and communities.

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

Santa Rosa continues to use resources, such as local, county, state and educational organizations, to recruit new employees. Santa Rosa strives to recruit and train persons, with skills to enhance our cooperative and our community.

Serving rural areas as Santa Rosa Telephone does, utilizing historical/underutilized businesses (HUBs) are a must for our cooperative. As much as possible Santa Rosa purchases merchandise from within the communities it serves. There are those times although, that rural areas cannot provide telecommunication equipment and products; therefore, Santa Rosa does have to purchase products outside our service area.

When having to purchase out side the service area, Santa Rosa Telephone tries to always consider the qualifications of the business, from which it is purchasing.

The following exhibits include information that is currently reported and on file with the appropriate state and federal agency. Exhibit one (1) constitutes the current status of Santa Rosa Telephone Cooperative's workforce diversity. This report is reported to the Federal Communications Commission (FCC) and/or Equal Employment Opportunity Commission (EEOC). Exhibit two (2) outlines the procurement amounts expended with businesses meeting the definitions or certified by the state of historically underutilized businesses (HUBs) and businesses that are non-HUB businesses, but meet the definition of small business as defined in the Texas Government Code. Exhibit three (3) includes figures as reported to the Public Utility Commission of Texas. A copy of the official HUB report is attached for your reference.

With a workforce, diverse in men and women from our community and surrounding communities, Santa Rosa contributes its success to utilizing and supporting small and underutilized businesses within the communities.

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:

By identifying local organizations with small business membership; as well as, continued involvement in local, county, state, and educational organizations in our area, and continuing to be an active member within the communities serviced by Santa Rosa Telephone Cooperative, Santa Rosa will continue to enhance employment and purchasing opportunities.

As a group and individually Santa Rosa's directors, management and employees are dedicated to contributing to our communities both by business and personal efforts. A continued goal of Santa Rosa Telephone Cooperative is to always assist the historically and underutilized businesses in our area.

### State the specific progress made under the plan filed by the utility:

Santa Rosa has seen progress by being able to hire and train local individuals and assisting in the increase of the rural economy both locally and within the surrounding area. Santa Rosa has as well been able to bring persons from larger cities to the rural area and back home to work, this also contributing to the growth of rural America.