

Control Number: 30240



Item Number: 2102

Addendum StartPage: 0



Cap Rock Telephone Cooperative, Inc.

P 0. BOX 300 - SPUR, TEXAS 79370 (806) 271-3336 FAX (806) 271-3601

2013 JAN -2

ANNUAL PROGRESS REPORT ON FIVE-YEAR PLAN TO ENHANCE SUPPLIER AND WORKFORCE DIVERSITY FOR THE PERIOD ENDING SEPTEMBER 30, 2012 PUC PROJECT # 30240

Under the PUC's Substantive Rule 26.85 – Report of Workforce Diversity and Other Business Practices Cap Rock Telephone Cooperative, Inc. offers the following progress report on the Five-Year Plan to Enhance Supplier and Workforce Diversity.

The Initiatives identified in the five-year plan included:

- A. Maintaining a commitment to employ a diverse workforce with extreme emphasis placed on recruiting, training, and employing individuals with the needed abilities/ aptitude from within the local community.
- B. Striving to utilize historically underutilized businesses (HUBs) for the procurement of goods and services, especially when the HUB is located within our local or surrounding communities.
- C. Utilizing small businesses other than those defined as HUBs in the procurement of goods and services.

Cap Rock continues to maintain a diverse work force. Approximately 39% of our workforce is made up of female and minority workers. (Attached is a copy of our <u>FCC 395 Annual Report</u> filed in April 2012). We are very pleased with the diverse and capable work force we employ. Our area, as well as many rural areas in Texas, has a difficult time attracting and recruiting workers from other job markets. The majority of our work force is filled from local areas with Cap Rock providing work-related training to our employees.

The Cooperative emphasizes utilizing and promoting local or surrounding area businesses and economic growth, and Cap Rock continues to patronize small local businesses whenever possible. Many of the small local businesses qualify as HUBs. In the rural area in which we operate it is difficult to find providers of the required goods and services. The identification and tracking of HUBs is labor intensive and costly to our company. However, it provides data we can analyze to determine if we are meeting our objectives. (Attached is a copy of Cap Rock's HUB Use Report)

Cap Rock is proud of its efforts to enhance workforce and supplier diversity. Over the past several years, we have seen improved statistics in our workforce numbers and progress in the amount of business we do with small and historically underutilized businesses. However, the management of Cap Rock will continue to seek opportunities to make progress in the areas of diversifying the workforce and utilizing the products and services of small and historically underutilized businesses.



FEDERAL COMMUNICATIONS COMMISSION Washington, DC 20554

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

SECTION 1 - General Information COMMON CARRIER ANNUAL EMPLOYMENT REPORT
[Please read instructions before completing and for Notice regarding public burden.]

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This is to advise (Attach a list indic	the Comn cating par	nission tha ties involve	t the following ed, date filed,	g complaints , courts or ago	alleging violat encies before	tions of the property which the ma	ovisions of an	าy equal empl า heard, file กเ	oyment oppor		tunity statute designation,	tunity statute have been file designation, and current s	tunity statute have been filed against this designation, and current status or dispo	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	unity statute have been filed against this company designation, and current status or disposition
Date Certify that to the best of my knowledge, information, and belief, all statements in this report are true and correct.	knowledg	e, informat	ion, and belie	ef, all stateme	ents in this rep	ont are true a	nd correct								
05/22/2012	Jim	Jim Whitefield	Jim Whitefield	G.				m //)		7				Telephone N (806) 2	Telephone No. (806) 271-3336
Title of Person Signing Exec. Vice-President & General Manager	lent &)		j	WILLFULLY	FALSE STAT	EMENTS MA	3		NAME OF THE PARTY	N HIS FORM ADE DI INICUADI E	ON THIS FORM ARE PUNISHABLE BY FINE AND	THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRIS	ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (18	WILLFULLY FALSE STATEMENTS MADE ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (18 U.S.C. 1001) AND/OR REVOCATION

FCC 395 Revised December 2007

Includes MBE WBE and	such as taxes and postage.	totiable goods and services	vages, benefits and other non-neg	(2) Expenditures for goods and services from veridors not including wages, benefits and other non-negotiable goods and services such as taxes and postage. Includes MBE WBE and	2) Expenditures for goods and so		(1) Vendors for whom HUB status is not directly known.
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247,244	212,544	0	34,700	0	0	0	Total Non-Fuel Procurement (2)
0	0	0	0	0	0	0	Total Unknown Status Procurement (1)
70,316	0	0	0	70,316	0	0	Total MBE & WBE Procurement
69,298	0	0	0	69,298	0	0	WBE Total (Non-Minority Female)
1,018	0	0	0	1,018	0	0	MBE Total (Male/Female Minority)
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0 0	00	00	0 0	0	0	0	Male Female
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Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	African American
Total HUB	Other	Major	Professional	Other Services	Commodities	Construction	MBE Procurement

Reporting Period: Address: PO Box 300 City: Spur

Oct. 1, 2011 through Sep. 30, 2012

Reporting Date: 12-26-12 Contact person. Tonya Kelsey

State: TX Zip: 79370 Phone: 806.271.3336 Fax: 806.271.3601

SMALL UTILITIES HUB USE REPORT (purchases outside Texas) Utility: Cap Rock Telephone Cooperative, Inc.

Includes MBE/WBE and		tiable goods and services such	ages, benefits, and other non-nego	(2) Expenditures for goods and services from vendors not including wages, benefits and other non-negotiable goods and services such as taxes and postage) Expenditures for goods and sen		(1) Vendors for whom HUB status is not directly known
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2,691,157	1,183,820	0	0	0	0	1,507,337	Total Non-Fuel Procurement (2)
	0	0	0	0	0	0	Total Unknown Status Procurement (1)
7,309	6,979	0	330	0	0	0	Total MBE & WBE Procurement
330	0	0	330	0	0	0	WBE Total (Non-Minority Female)
6,979	6,979	0	0	0	0	0	MBE Total (Male/Female Minority)
6,979	6,979	0	0	0	0	0	Total
6,979	6,979	0 0	0	0	0	0	Female
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Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	African American
Total HUB	Other	Major Equipment	Professional	Other Services	Commodities	Consciuenton	MBE Procurement

Reporting Period.
Address: PO Box 300
City: Spur, Texas Oct. 1, 2011 through Sep. 30, 2012

Reporting Date. 12/26/2012 Contact person: Tonya Kelsey

State: TX Zip: 79370 Phone: 806.271.3336 Fax: 806.271.3601

http://www.puc.texas.gov/industry/communications/forms/hub/SmUtNonTxHubRpt.xlsSmall Utilities (OT) To be filed by a utility which has more than 1,000 customers in a state other than Texas, or which purchases more than 10% of its goods and services from vendors not locate