



Control Number: 30240



Item Number: 2235

Addendum StartPage: 0

WORKFORCE AND SUPPLIER DIVERSITY FORM
WORKFORCE DIVERSITY

2013

Occupational Categories	Combined Total	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian		Two Or More Races	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers	99	64	35	49	23	2	2	12	9	1	0	0	0	0	1
Professionals	43	33	10	26	7	1	1	4	2	1	0	0	0	1	0
Technicians	94	79	15	38	6	4	2	32	7	1	0	1	0	3	0
Sales Workers	70	47	23	22	15	2	1	22	6	0	0	0	0	1	1
Office and Clerical	173	59	114	23	55	7	5	25	53	2	0	0	0	2	1
Craft Workers (Skilled)	146	145	1	75	0	13	0	50	1	1	0	2	0	4	0
Operatives (Semi-skilled)	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Laborers (Unskilled)	0	0	0												
Service Workers	0	0	0												
Previous Year Totals	636	444	192	246	105	31	10	148	74	6	0	3	0	10	3
This Year Totals	626	428	198	234	106	29	11	145	78	6	0	3	0	11	3

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.

2235

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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)				%
Commodities Contracts (4)				%
Other Services (5)				%
Professional Services Contracts (6)				%
Major Equipment (7)				%
Other (8)				%

(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:

We post our openings on our company website, which is available to all employees and external applicants, local newspapers, the Texas Workforce Commission, local colleges and universities, and other various other online organizations including; monster, indeed, Linked In, Cable 360, telecom careers, and others that can be accessible by the public at large.. In addition, we run recruiting advertisements on programming channels that focus on a diverse viewership. We promote development within the organization and have progression plans available for certain career tracks that allow employees to promote from within the organization. We have an educational assistance program that provides financial assistance to those employees who are working on a degree program through an accredited university or college. In addition, employees and their managers participate in our Talent Management Program, which focuses on employee development and goal setting to ensure expectations are clearly defined and goals for development are established.

All new hires participate in an Everything Grande training course that focuses on the employee experience, development, policies and procedures (including discrimination and harassment) along with the Talent Management Program. Employee's throughout the company travel to our San Marcos headquarters for this training class.

Grande is an active participant in our communities including sponsorships and attendance at various non-profit and minority events. We have dedicated community relations representatives that work with each of our local markets to ensure we are actively supporting the communities in which we serve.

**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:

Grande hired 179 new employees during the reporting year with a focus on reaching out to our communities with posting information. Of these 179, over 50% were representing a minority group. We increased our overall employee representation in 3 minority groups from the previous years filing. We continue focus on community outreach initiatives and diversity in our areas of recruiting. Our recruiting team has worked with our local universities and colleges to continue to build upon our relationship with them for hiring needs. Universities in our service areas including Texas State University, University of Texas at Austin, Baylor University, University of Incarnate Word, and more.

Overall our headcount decreased 1.6% from the prior year reporting period, however we increased our overall employee representation in 3 minority categories including; an increase of 1.44% in our female population, a .72% increase in our Hispanic population, and a .19% increase in our Two or More races population. Our recruiting and hiring practices focus on giving equal opportunity to all individuals.

(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:

Grande will continue to post its open positions on various recruiting sources to ensure we are reaching a diverse population of candidates in our recruiting initiatives. Our community relations initiatives will continue in our local markets, focusing on working with non-profit and other outreach organizations. In addition, we will continue our emphasis on employee development and working with our employees to promote from within and provide additional learning and training opportunities for their growth and development.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

1. Maintain a commitment to employ a diverse workforce with emphasis placed on recruitment.

Grande increased our television advertisement this year for posting of our open positions and utilize various programs that include diverse populations to promote our openings. This year we continued to meet with some of our local universities this year to focus on building our relationships for recruitment sourcing. These universities have a diversified student enrollment and will continue to be a source that we focus on building. We post majority of our external hiring positions within local newspaper publications that have a wide outreach to our local labor market. We have utilized minority focused community events to refer to Grande employment opportunities by promoting our career page on our website.

2. Encourage management to focus on employee retention.

Grande works hard to improve employee engagement within the organization to create an environment where employee's are actively engaged in their workplace. This includes the existing programs we have with employee growth and development, rewards and recognition, progression promotions within the organization, and overall building a culture where employees are treated with respect. In order to ensure that we are at in working towards this goal, we implement an employee engagement survey that is conducted in December of each year and solicits feedback from employees on how we are doing and what areas they would like to see improvement in. This survey is followed up with focus group meetings with employees to gather additional feedback that can be used for leadership and company goals. We have seen an increase of 3.68% in employee retention over the prior reporting period.

3. Develop Internal Candidates for Promotion.

Grande's continues to focus on developing employees to provide for career progression and recruiting from within the organization. The progression plans also allow an opportunity for the leadership team to work with employees on exactly what they need to work on to move to the next level. This allows for clear expectations and helps support an overall environment of growth and development. In addition, employee's are encouraged to apply for promotional opportunities across departments within the organization. Open positions are posted on Grande's career page, which is accessible by all employees as well as external applicants.

WORKFORCE AND SUPPLIER DIVERSITY FORM COMPANY INITIATIVES

4. Workforce Training Opportunities

Grande provides several avenues for employees to receive training. Departments have an external training budget that can be used for continuing education, progression training requirements, and other external training opportunities for employees. In addition, the company provides financial assistance for employees obtaining a degree through an accredited university via its educational assistance program.

As part of our annual performance review program employee's are encouraged to work with their management team on establishing goals in different objectives within the organization. One objective is for People development. Employees and leadership are encouraged to identify goals that can be completed to develop their skill sets. Some examples of past goals have included employees participating in special projects outside their direct position responsibilities, managers improving their leadership skills, employee's doing side by sides with other positions in the company they are interested in, etc. Additionally, Grande provides on the job training for skill level advancement once an employee has been accepted into a new position.

5. Build a reputation for being diversity friendly.

Grande's marketing collateral focuses on representing the same diversity that can be found in our markets. We also employ a Value System that the company culture is built around. The Value System calls for all individuals to act with integrity and respect and to promote personal growth and development.

6. Evaluate the diversity plan annually.

We assess our diversity plan on an annual basis. We analysis our data including sourcing statistics, employee churn, and diversity initiatives, among others. We are continually assessing our community outreach, recruiting, marketing and employee initiatives as they relate to diversity as well as our business needs.