

Control Number: 30240



Item Number: 2762

Addendum StartPage: 0

30240



Cap Rock Telephone Cooperative, Inc.

PO BOX 300 • SPUR, TEXAS 79370 (806) 271-3336 FAX (806) 271-3601

Date:

December 16, 2016

To:

Public Utility Commission

File Clerk

P.O. Box 13326

Austin, TX 78711-3326

From:

Jim Whitefield

Executive Vice President & Géneral Manager

Subject:

Annual Progress Report on Five-Year Plan to

Enhance Supplier and Workforce Diversity

Pursuant to Public Utility Commission Substantive Rule §26.85(e), enclosed is a copy of the Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity, which was recently filed with the PUC.

017 JAN -2 AM II: 05

2762



Cap Rock Telephone Cooperative, Inc.

(806) 271-3336 FAX (806) 271-3601

ANNUAL PROGRESS REPORT ON FIVE-YEAR PLAN TO ENHANCE SUPPLIER AND WORKFORCE DIVERSITY FOR THE PERIOD ENDING SEPTEMBER 30, 2016 **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 35.7% of our workforce is made up of female and minority workers. (Attached is a copy of our *FCC 395 Annual Report* filed in April 2015). 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.

FCC 395

FEDERAL COMMUNICATIONS COMMISSION Washington, DC 20554

Approved by OMB 3060-0076 Est. time per response:

COMMON CARRIER ANNUAL EMPLOYMENT REPORT

[Please read instructions before completing and for Notice regarding public burden.] SECTION 1 - General Information

Total Columns A - N 0 7 0 12 42 0 œ ~ 0 0 4 Check here if this is a change of Two or more races z 0 0 Indian or Alaska Native Σ 0 0 Asian 0 0 Female Native Hawaiian or Other Pacific Islander 4. Number of Full-Time Employees during Selected
Reporting Period (check one):
a. Fewer than 16 (complete Sections I, IV, and V only)
b. 7 16 or more (complete all sections) ¥ 0 0 Black or African American 7 0 0 Number of Employees (Report employees in only one category) Not-Hispanic or Latino White 00 10 Ξ Race/Ethnicity Two or more races I 0 0 American Indian or Alaska Native Ø 0 0 Asian ıL 0 Male Native Hawaiian or Other Pacific Islander ш 0 0 Reporting Period (Ending Date of Pay Period Covered by Report) African American Black or ۵ 0 0 White 3/31/2016 ပ Ś S 27 Cap Rock Telephone Cooperative, Inc. 00 26 Female Φ Hispanic or Latino 7 2 Name and Mailing Address of Respondent Male ⋖ m 7 7 SECTION II - Full-Time Employees. 1.2 5 9 Ξ Spur, TX 79370 First/Mid-Level Officials and PREVIOUS YEAR TOTAL PO Box 300 Categories Executive/Senior Level Officials and Managers Administrative Support 2. Year Report Filed aborers and Helpers Job Service Workers Sales Workers Craft Workers Professionals **Fechnicians** Managers Operatives TOTAL **Norkers**

FCC 395 Revised December 2007

-							Num (Report empto	Number of Employees (Report employees in only one category)	yees						
Job			ı					Race/Ethnicity							
Categories	Hisp	Hispanic or Latino						Not-Hispanic or Latino	c or Latino						I cto
					Male	ile					Female	nale			Columns
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific	Asian	American Indian or Alaska Native	Two or more races	Z :
	4	8	ပ	Q	Ú	щ	ပ	I	- ,	7	¥	7	Σ	z	0
Executive/Senior Level Officials and Managers	1														0
First/Mid-Level Officials and 1.2 Managers	. 2														0
Professionals	2														0
Technicians	3							,		٤					0
Sales Workers	4														0
Administrative Support Workers	5														0
Craft Workers	9														0
Operatives	7														0
Laborers and Helpers	80					-									0
Service Workers	6						,								0
TOTAL	10 0	0	. 0	0	0	0	0	0	0	0	0	0	0	0	0
PREVIOUS YEAR TOTAL	11		-					,	-						2
SECTION IV - Report of Discrimination Complaints Pursuant to 47 CFR 22,321, 23.55, 90.168, 101.4, and 101,311	ination Comp	Jaints Pursua	nt to 47 CFR	22.321, 23.5	5, 90.168, 101	.4, and 101.	311.								
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 filled against this company before any body having complaints altering violations of the provisions of any equal employment opportunity statute have been filled against this company. [Attach a list indicating parties involved, date filled, courts or agencies before which the matter has been heard, fle unaber or other designation, and current status or disnosition.	Commission the body having commission the commission the granties involude.	hat no complai competent juris hat the followin lved, date filed	nts regarding diction in suc g complaints , courts or ag	violations of the matters duri alleging violatences before	the equal empling the calend tions of the prowhich the ma	loyment provi ar year cover vvisions of an tter has been	isions of Fede ed by this rep iy equal empk heard, file nu	eral, state, terri rort. oyment opport	itorial, or locationity statute	al statutes har have been fill and current	re been filed a ed against this status or disno	gainst this company.			
SECTION V - Certification Learning and correct and belief, all statements in this report are true and correct Learlify that to the best of my knowledge, information, and belief, all statements in this report are true and correct.	wledge, inform	lation, and beli	ef, all stateme	ents in this ren	out are true at	of correct									
Date	ped or Printed	Typed or Printed Name of Person Signing	on Signing		200	Signature				-					
	Jim Whitefield	efield	P		i		Y. L.	yate	hild			Telephone No. (806) 27	relephone No. (806) 271-3336	, 6	,
Executive VP & General Manager	neral Ma	nager		WILLFULLY OF ANY STA	FALSE STAT	EMENTS MA	NDE ON THIS	FORM ARE P	UNISHABL.	E BY FINE AN	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).	SONMENT (1)	8 U.S.C. 100- 303).	1) AND/OR RE	VOCATION
Commission of the Commission o															FCC 395

SECTION III - Part-Time Employees.

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

1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	MBE Procurement	Construction	Commodities	Other Services	Professional	Major	Other	Total HUB
Color Colo	•	Pypenditures	Pypendiums	l spenditures	. Expenditures	Expenditures	· I spenditure	Lxpenduurs
ttp: 0	Mrsean American	0	9	9	C	G	S	
tro	Female		. 0	9		•	. 0	
Color Colo		0	()	0	0	0	0)
115		0	0	0	Ö	0	0)
Color Colo	Female	0	0	0	0	0	115	115
Company Comp	l'otal	0	0	0	0	0	115	115
Color Colo	Hispanic American Male	0	0	0	0	0	O	
till	Female	0	0	0	0	0	35,906	35,900
till color c		0	0 , ,	0		0	35,906	35,906
Color Colo	Vative American Male	0	0	0	Ĉ	O	,	
Color Colo	Female	9	0	5	5	0	0	
0 0 0 36,020 36,026 36,048 31,401	Total	()	0	0	0	0	0)
1,401	WBE Total (Male Female Minority)	0	0	0	0	0	36,020	36,020
1	A RF Total (Mon-Minamity lemaker			Ö	858 6			70 20L
(1)					0.00			VC,VV
0 0 0 246,366 246,366 246,366 248,364 243,548 243,54	otal MBE & WBE Procurement		0	0	2,858		,	106,32
Total Fuel and Purchased Power Procurement (electric only) Total Non-Fuel, Fuel, and Purchased Power Procurement	fotal Unknown Status Procurement (1)	0	,	0	0	0	246,366	246,366
Total 1 Total Fuel and Purchased Power Procurement (electric only) Total Non-Fuel, Fuel, and Purchased Power Procurement	Fotal Non-Fuel Procurement (2)	0	0	0	38,011			281,912
Total Fuel and Purchased Power Procurement (electric only) Total Non-Fuel, Fuel, and Purchased Power Procurement	_	S,	,		•		٠,	Total Utility Purchases
Total Non-Fuel, Fuel, and Purchased Power Procurement			Total Fuel and Pur	rchased Power Procu	rement (electric on	[y)		78,513
			Total Non-Fue	d, Fuel, and Purc	hased Power I	Procurement		360,425
					į			

Reporting Period: Oct 1,2015 tawagh sep 38, 2016
Address: PO Box 300
City. Spur

Reporting Date: December 16, 2016 Contact person: Lisa Paschall

State: TN Zip: 79370 Phone: 806-271-3336 Fax: 806-271-3601

(Users Issip C APROCK Desktop HUB Report 2016 Copy of SmUthfubRptSmall Uthities (TN)

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

MBE Procurement	Construction	Commodities	Other Services	Professional	Major	Other	Total HUB
ſ	1 spenditures	1 spenditures	1 spenditures	l-xpendames	Equipment Expenditures	Expenditures	1 spendings
African American Male	0	S	5		0	S	
Female	0	0	0	0		0	0 0
Total	0	0	()	0	0	0	0
Vaan American) Vale	0	0	٠		0		
Femate	0	O	0		,	0	
lotal	0	0	0	0	0	0	0
Hispanic American Male	,	0	C				
Female	0	0	0	0	5		
Total	0	0	0	0	0	0	()
Native American Mate	o	C		O	3	Č	
Female	0	0	0	0	5	0	0
lotal	0	0	0	0	0	0	0
MBE Total (Male I emale Minority)	0	0	0 -	0	0	0	0
WBE Total (Non-Minority Female)	0	0	0	851	Ü	0.05-1	1 630
						ance.	0.00,1
Total MBE & WBE Procurement	0 ,	0	.0	138	0	1,500	1,638
Total Unknown Stafus Procurement (1)	0	0	0	0	0	1.866,065	1,866.065
Total Non-Fuel Procurement (2)	259,069	16,379	0 4	0	0	. 43.244	318,691
a,			•				Total Utility Purchases
		Totál Fuel and Purc	Totál Fuel and Purchased Power Procurement (electric only)	ement (electric only	_	-	0
		Total Non-Fuel	Total Non-Fuel, Fuel, and Purchased Power Procurement	hased Power Pr	ocurement.	I	318,691
(1) A endors for whom HUB status is not duectly known		2) Expenditures for groats and ser	(2) Expenditures for goods and services from sendors not on hadrog wases benefits and other non-memorially ecods, and services with services and restures far hadrog wases benefits and other non-memorial ecods, and services with services and restures far hadrog wases benefits and other non-memorial ecods, and services and restures far hadrog wases benefits and other non-memorial ecods, and services and services are not services.	ages benefits and other non-neu	iis sou cas piie soos algrito	I outset but extractin	tchdes MBF WBF and

State: TV Zap: 79370 Phone: 806-271-3336 Fax: 806-271-3601 Reporting Date: December 16, 2016 Contact person, Las Patchall Oct. 1, 2015 through Sep, 34, 2016 Reporting Perud: Address: PO Box 300 Ciy: Spur

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