



Control Number: 30240



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Judith A. Riley, J.D.

12316 Hidden Forest Blvd.
Oklahoma City, Ok 73142

December 20, 2018

Via UPS Overnight Delivery

Public Utility Commission of Texas
Attn: Central Records
1701 N. Congress Avenue
Austin, TX 78711-3326
(512) 936-7372

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2018 DEC 21 AM 11:37
PUBLIC UTILITY COMMISSION
FILING CLERK

RE: Annual Workforce Diversity Report - Project 30240
SmartCom Telephone, LLC (SPCOA 60229)

Dear Commission:

Attached, please find an original and three (3) copies of the Workforce Diversity Report for SmartCom Telephone, LLC (SPCOA 60229). In addition, a copy of this report has also been mailed to the agencies listed below.

If you have any questions or need additional information, please contact me by phone at (405) 755-8177 ext. 2103 or by email at mdean@telecompliance.net.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt W. Dean", with a stylized flourish at the end.

Matt W. Dean
Regulatory Agent

Enclosure

Cc: Governor's Office, P.O. Box 12428, Austin, TX 78711; Lt. Governor's Office, P.O. Box 12068, Austin, TX 78711, Texas House of Representatives, Attn: Speaker of the House of Representatives, P.O. Box 2910, Austin, TX 78768-2910; Mexican American Legislative Caucus, Westgate Tower, 1122 Colorado Street, Suite 107, Austin, TX 78701; Texas Legislative Black Caucus, 1108 Lavaca St., Suite 110 PMB 171, Austin, TX 78701-2172; Texas Senate Hispanic Caucus, P.O. Box 684754, Austin, TX 78768

Office (405) 755-8177

(800) 406-4777

Fax (405) 755-8377

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WORKFORCE AND SUPPLIER DIVERSITY FORM
WORKFORCE DIVERSITY

Occupational Categories	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	5	5	0	5	0	0	0	0	0	0	0	0	0
Professionals	0	0	0	0	0	0	0	0	0	0	0	0	0
Technicians	28	27	1	1	0	0	0	24	1	0	0	0	0
Sales Workers	3	2	1	1	0	0	0	2	1	0	0	0	0
Office and Clerical	5	0	5	0	1	0	0	0	4	0	0	0	0
Craft Workers (Skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives (Semi-skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers (Unskilled)	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0
Previous Year Totals	0	0	0										
This Year Totals	41	34	7	7	1	0	0	26	6	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
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)	0.0000%	0.0000%	0.00%
Commodities Contracts (4)	0.0000%	0.0000%	0.00%
Other Services (5)	0.0000%	0.0000%	0.00%
Professional Services Contracts (6)	0.0000%	0.0000%	0.00%
Major Equipment (7)	0.0000%	0.0000%	0.00%
Other (8)	0.0000%	0.0000%	0.00%

(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:**

Smartcom Telephone is an equal opportunity employer. We make all decisions regarding hiring, compensation, promotion and reductions in force without discrimination on grounds of race, religion, age, disability or other protected statuses.

**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:**

Smartcom Telephone, as an equal opportunity employer is a diverse workplace. We have built a culture that values fairness and non-discrimination.

Through these hiring and employment practices, we have developed a strong, diverse workforce which benefits our organization and customers.

- (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:**

Smartcom Telephone will seek out qualified small and historically underutilized businesses where available. We will strengthen our ability to attract underrepresented candidates.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

Smartcom Telephone is committed to the continued implementation and adherence of its equal opportunity statement in respect to employees, vendors, contractors and applicants.