



Control Number: 30240



Item Number: 3055

Addendum StartPage: 0

**WORKFORCE AND SUPPLIER DIVERSITY FORM
WORKFORCE DIVERSITY**

ALENCO COMMUNICATIONS, INC. 2018 PUC#30240 SEE FCC 395 ATTACHED

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR												
	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	0	0	0										
Professionals	0	0	0										
Technicians	0	0	0										
Sales Workers	0	0	0										
Office and Clerical	0	0	0										
Craft Workers (Skilled)	0	0	0										
Operatives (Semi-skilled)	0	0	0										
Laborers (Unskilled)	0	0	0										
Service Workers	0	0	0										
Previous Year Totals	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 they will update automatically. Cells left blank will be counted as zero. Click anywhere outside of chart to exit.

PUBLIC UTILITY COMMISSION
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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)	0.2874%	0.1250%	-56.51%
Commodities Contracts (4)	0.3300%	0.0031%	-99.07%
Other Services (5)	0.0180%	0.0272%	51.00%
Professional Services Contracts (6)	0.0340%	0.0406%	19.41%
Major Equipment (7)	0.0000%	0.0000%	%
Other (8)	0.0129%	0.0142%	10.39%

(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:

The company has followed the same procedures during 2018 that it utilized during all preceding years in the consideration and utilization of HUB's. We are willing to consider any company that can provide our customers with services and or equipment as long as they offer the degree of excellence that meets the requirements we strive to maintain when servicing our customers. We service small exchanges in diverse areas of west, central, and south Texas. We make it a practice to seek local businesses for bids on contracts for constructions and repair for equipment. We also try to recruit and hire our employees in the local areas of our exchanges. We feel that living and working in your hometown helps to build a feeling of pride and satisfaction in a job well done.

In order to be in compliance with the PUC ruling for the HUB and Workforce Diversity reports we send mail out to all of our vendors every other year that includes a letter explaining the requirement along with business certification surveys for each company to complete and mail back to us.

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:

We feel that we are quite successful in utilizing the best available contractors and companies available to provide construction and repairs of our equipment by using local business' in each exchange and community. We also feel that our hiring and training of local employees to service the customers close to their homes and schools has been very successful as shown by the excellent retention of our employees through the years and the support we receive from the communities in terms of references for new customers moving into our areas.

In spite of doing a mail out to all of our vendors every other year we are still not receiving a very good return of the surveys we have mailed out. Because of the lack of response to the questionnaire we have a strong belief that this report lacks reliability and accuracy.

(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:

Our company will continue to strive to hire talented and experienced individuals to serve the diverse population of the exchanges we serve. As qualified HUB's move into the area we will be open to their expertise in the telecommunications industry and more than willing to allow them to bid on projects or perform services and repairs on equipment as long as the standards of the company are not compromised. We will continue to mail out requests to our vendors and try and reiterate the importance of their reply.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

Specific progress made under the plan filed by the company has been made in both the growth of the amount of businesses that are moving into our areas that qualify for HUB's and those companies being aware that we are open to use them when we have the opportunity as long as the standard of their work meets or exceeds the requirements we strive for when servicing our customers. We feel that progress is not being made as far as responses from our vendors. We again state that the lack of response causes us great concern regarding the reliability of this report.

For assistance with using ECFS, please contact the ECFS Help Desk at 202-418-0193 (tel:+12024180193) or via email at ECFSHelp@fcc.gov (mailto:ECFSHelp@fcc.gov).

Submit a Filing

1 **Filing** 2 **Review** 3 **Confirmation**

Proceeding:	16-233
Confirmation #:	20180503170172665
Submitted:	May 3, 2018 3:26:28 PM
Status:	RECEIVED
Name(s) of Filer(s)	Alenco Communications, Inc.
Law Firm(s)	
Attorney/Author Name(s)	Mary Jo Moncrief
Primary Contact Email	maryjo@usapathway.com
Type of Filing	REPORT
File Number	
Report Number	FCC 395
Bureau ID Number	
Address of	Filer
Address	P.O. Box 1000 , Joshua, TX, 76058
Email Confirmation	Yes

Submit Another  (/ecfs/filings)

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Federal Communications Commission
445 12th Street SW, Washington, DC 20554
Phone: 1-888-225-5322
TTY: 1-888-835-5322
Videophone: 1-844-432-2275

COMMON CARRIER ANNUAL EMPLOYMENT REPORT

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

SECTION I - General Information

1. Name and Mailing Address of Respondent

Alenco Communications, Inc.
P.O. Box 1000
Joshua, TX 76058☐ Check here if this
is a change of
address.

2. Year Report Filed

2018

3. Reporting Period (Ending Date of Pay
Period Covered by Report)

03/15/2018

4. Number of Full-Time Employees during Selected
Reporting Period (check one):

- a.
- ☐
- Fewer than 16 (complete Sections I, IV, and V only)
-
- b.
- ☒
- 16 or more (complete all sections)

SECTION II - Full-Time Employees.

Job Categories		Number of Employees (Report employees in only one category)														Total Columns A - N
		Race/Ethnicity														
		Hispanic or Latino		Not-Hispanic or Latino												
				Male						Female						
		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 Islander	Asian	American Indian or Alaska Native	Two or more races	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
Executive/Senior Level Officials and Managers	1.1			5					1						6	
First/Mid-Level Officials and Managers	1.2	1							1						2	
Professionals	2														0	
Technicians	3														0	
Sales Workers	4			1											1	
Administrative Support Workers	5		3						2						5	
Craft Workers	6	5		6											11	
Operatives	7														0	
Laborers and Helpers	8														0	
Service Workers	9														0	
TOTAL	10	6	3	12	0	0	0	0	0	4	0	0	0	0	25	
PREVIOUS YEAR TOTAL	11	5	4	12	0	0	0	0	0	5	0	0	0	0	26	

SECTION III - Part-Time Employees.

SECTION III - Part-time Employees.

Job Categories	Number of Employees (Report employees in only one category)														
	Race/Ethnicity														
	Hispanic or Latino		Not-Hispanic or Latino												Total Columns A - N
			Male						Female						
	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 Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level Officials and Managers	1.1														0
First/Mid-Level Officials and Managers	1.2														0
Professionals	2														0
Technicians	3														0
Sales Workers	4														0
Administrative Support Workers	5														0
Craft Workers	6														0
Operatives	7														0
Laborers and Helpers	8														0
Service Workers	9														0
TOTAL	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PREVIOUS YEAR TOTAL	11														0

SECTION IV - Report of Discrimination Complaints Pursuant to 47 CFR 22.321, 23.55, 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 filed against this company before any body having competent jurisdiction in such matters during the calendar year covered by this report.
- ☐ 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.)

SECTION V - Certification

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

Date 05/03/2018	Typed or Printed Name of Person Signing Mary Jo Moncrief	Signature <i>Mary Jo Moncrief</i>	Telephone No. (817) 447-0127
Title of Person Signing Chief Financial Officer		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).	