



Control Number: 30240



Item Number: 3104

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**CENTRAL TEXAS TELEPHONE COOPERATIVE INC. - 2018
WORKFORCE AND SUPPLIER DIVERSITY FORM
PUC Project No. 30240**

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COMMISSION
CLERK

2019 JAN 14

Actual 2018 Total HUB (6) procurement + Total Small Business procurement / Total Company procurement	Actual for Previous FY	Actual for Current FY	Percentage change
Construction Contracts (1)	16%	10%	-6%
Commodities Contracts (2)	49%	37%	-12%
Other Services (3)	46%	92%	46%
Professional Services Contracts (4)	55%	45%	-10%
Major Equipment (5)	25%	46%	21%
Other			

(1) **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.

(2) **Commodities** -- All materials, goods or tangibles purchased to conduct business, not including fuel or purchased power contracts and major equipment purchases and rentals.

(3) **Other 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.

(4) **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.

(5) **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.

(6) **HUB** -- Business enterprises that are 51% owned and controlled by U.S. citizens who are socially disadvantaged because of their identification as members of certain groups, including African-American, Hispanic, Native American, or Asian Pacific and Women as defined in the Texas Government Code 481.101(1).

(7) **Other** -- Any commodity or service not covered by the above categories.

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Five-Year Plan to Enhance Workforce Diversity

CENTRAL TEXAS TELEPHONE COOPERATIVE, INC

PURA Sec. 52.256

January 1, 2018

The following plan is filed to comply with the requirements of the Public Utility Regulatory Act Section 52.256(b) and the Public Utility Commission Project No. 30240 – Compliance Proceeding for Telecommunications Utilities’ Five-Year Plan to Enhance Diversity of its Workforce and Increase Opportunities for Small and Historically Underutilized Businesses. Central Texas Telephone Cooperative, Inc. recognizes the benefits to our customers, our community and our company of having diversity in the workforce and of increasing the amount of business the Company does with small and historically underutilized businesses operating in our community. Central Texas Telephone Cooperative, Inc. is proud of its record to enhance the diversity of our workforce. Over the past several years and given the extent possible in our community, we have seen what we consider to be improved statistics in our workforce numbers and progress in the amount of business Central Texas Telephone Cooperative, Inc. does with small and historically underutilized businesses in our community.

As citizens living and as a business operating within the communities we serve, the management and employees of Central Texas Telephone Cooperative, Inc. continue to seek opportunity to make progress in the areas of diversifying the workforce and utilizing the products and services of small and historically underutilized businesses. However, our commitment to employing and purchasing within the communities we serve when and where possible far outweighs attempting to achieve an improved statistical number in these areas just for reporting purposes.

As a small company, we have and must recognize a fiduciary duty and responsibility to our customers to make good, sound economic policy decisions as well as our community responsibility to purchase goods and services within our own communities when possible. By the very nature of the service area we serve, we are sometimes limited in the local availability of certain equipment and products and must go outside our communities for these mandatory purchases. Therefore, when possible, Central Texas Telephone Cooperative, Inc. contracts with local businesses to provide the goods and services that are available in our communities.

The following report illustrates where we are, and the plans we have to continue the effort to achieve a better company that has an even more diverse workforce and does even more business with small and underutilized business in our community.

Five-Year Plan to Enhance Workforce Diversity

CENTRAL TEXAS TELEPHONE COOPERATIVE, INC.

(continued)

PURA Sec. 52.256

January 1, 2018

I. Performance with regard to workforce diversity and contracting with small and historically underutilized businesses.

Exhibit I illustrates the current status of Central Texas Telephone Cooperative, Inc.'s workforce diversity. Exhibit 2 outlines the procurement amounts expended with businesses meeting the definition or certified by the state as historically underutilized businesses (HUB's) and businesses that are non-HUB businesses but meet the definition of small business as defined in the Texas Government Code.

II. Initiatives that will be pursued over the next five years.

The Company has identified the following goals or initiatives to reflect its objectives in the areas of employment, procurement and business activities.

- A. Increase the Diversity of Central Texas Telephone Cooperative, Inc. Workforce over each of the next 5 years.
- B. Increase the Amount and Percentage of Total Procurement with HUB's over each of the next 5 years.

III. List of programs and activities to achieve the initiatives.

- A. Utilize the Exhibit 1 and 2 reports as benchmarks to chart progress towards achieving these goals.
- B. Continue to post job opportunities with community media that target minority communities.
- C. Continue to post contract opportunities with community media that target HUB's.
- D. Continue to post job opportunities with universities and colleges in the community that target minority students.

IV. List of business partnership initiatives undertaken to facilitate small and historically underutilized business entry into the telecommunications market.

At this time, Central Texas Telephone Cooperative, Inc. is not engaged in any business partnership or joint ventures. Initiatives in this area will be

taken under consideration by the management and Board. If no conflict with existing company policy provisions exists, Central Texas Telephone Cooperative, Inc. may seek to incorporate this issue into its business plans.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

- (1) Describe the specific initiatives, programs, and activities undertaken under the plan during the preceding year:**

Central Texas Telephone Cooperative, Inc. continues 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. However, our commitment to employing and purchasing within the communities we serve when and where possible far outweighs attempting to achieve an improved statistical number in these areas just for reporting purposes.

As a small company, we have and must recognize a fiduciary duty and responsibility to our customers to make good, sound economic policy decisions as well as our community responsibility to purchase goods and services within our own communities when possible. By the very nature of the service area we serve, we are sometimes limited in the local availability of certain equipment and products and must go outside our communities for these mandatory purchases. Therefore, when possible, Central Texas Telephone Cooperative, Inc. contracts with local businesses to provide the goods and services that are available in our communities.

**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:**

Central Texas Telephone Cooperative believes that the reports presented show strong numbers towards workforce diversity and the amount of business Central Texas Telephone Cooperative, Inc. does with small and historically underutilized businesses in our community while maintaining a commitment to sound economic decisions and supporting our community businesses.

- (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:**

Central Texas Telephone will continue to follow the initiatives and programs laid out by the plan.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

As stated above Central Texas Telephone Cooperative believes the reports show strong numbers towards workforce diversity and the amount of business Central Texas Telephone Cooperative, Inc. does with small and historically underutilized businesses in our community. Large projects and contracts are subject to the bidding process and, do to their size, can sway the numbers on a year to year basis but overall the numbers are strong.