



Control Number: 30240



Item Number: 400

Addendum StartPage: 0

COLORADO VALLEY TELEPHONE COOPERATIVE, INC.

**2005 ANNUAL PROGRESS REPORT ON FIVE-YEAR PLAN TO ENHANCE
SUPPLIER AND WORKFORCE DIVERSITY - TELEPHONE**

Project No. 30240

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December 23, 2005

Filing Clerk
Central Records
Public Utility Commission of Texas
1701 N. Congress Avenue
P. O. Box 13326
Austin, Texas 78711-3326

RE: Project No. 30240 – 2004 (10-1-04 to 9-30-05) Annual Progress Reports on Five-Year Plan to Enhance Supplier and Workforce Diversity - Telephone

Dear Filing Clerk:

Pursuant to P.U.C. SUBST. R. 26.85(e), enclosed for filing is an original and three copies of Colorado Valley Telephone Cooperative, Inc.'s 2005 Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity - Telephone for the October 1, 2004 to September 30, 2005 time period. Included with this filing is FCC Form 395 entitled Common Carrier Annual Employment Report pursuant to P.U.C. SUBST. R. 26.79(b). This filing is being made in Project No. 30240 as the project designated for this report.

Consistent with the requirements of the approved rule, copies of this report are also being provided to the Governor, the Lieutenant Governor, the Speaker of the House of Representatives, the House Legislative Black Caucus, the Texas Senate Hispanic Caucus and the House Mexican American Legislative Caucus.

Please contact me at the above listed number if you have any questions regarding this information.

Sincerely,



Pam Anderson
Director of Regulatory and Special Projects

Enclosure

cc: w/attachment

The Honorable Rick Perry, Office of the Governor

The Honorable David Dewhurst, Capitol Station

The Honorable Tom Craddick, Speaker of the House of Representatives

The Honorable Garnet Coleman, House Legislative Black Caucus

The Honorable Juan "Chuy" Hinojosa, Texas Senate Hispanic Caucus

The Honorable Pete Gallego, House Mexican American Legislative
Caucus

WORKFORCE AND SUPPLIER DIVERSITY FORM
Colorado Valley Telephone Cooperative, Inc.
Project No. 30240

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	10	5	5	5	5													
Professionals	2	1	1	1	1	1												
Technicians	8	6	2	6	2													
Sales Workers	1	0	1	0	1													
Office and Clerical	22	2	20	2	18	1												
Craft Workers (Skilled)	13	13	0	12		1												
Operatives (Semi-skilled)	0																	
Laborers (Unskilled)	1	1	1	1														
Service Workers	2		2															
Previous Year Totals	60	28	32	27	28	1	1	0	3	0	0	0	0	0	0	0	0	0
Year Totals	59	28	31	27	27	1	1	0	3	0	0	0	0	0	0	0	0	0

WORKFORCE AND SUPPLIER DIVERSITY FORM
Colorado Valley Telephone Cooperative, Inc.
Project No. 30240

Actual = [Total HUB(6) procurement + Total Small Business procurement]/Total Company procurement	Actual for Previous FY	Actual for Current FY	Percentage change
Construction Contracts (1)	28.88%	86.23%	57.35%
Commodities Contracts (2)	54.37%	46.32%	-8.05%
Other Services (3)	24.73%	45.39%	20.66%
Professional Services Contracts (4)	40.10%	84.21%	44.11%
Major Equipment (5)	97.81%	00.00%	-97.81%
Other	60.25%	106.55%	46.30%

(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) **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.

(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.

WORKFORCE AND SUPPLIER DIVERSITY FORM
Colorado Valley Telephone Cooperative, Inc.
Project No. 30240

Describe the specific initiatives, programs, and activities undertaken under the plan during the preceding year:

During the preceding year, Colorado Valley Telephone Cooperative, Inc. ("Colorado Valley" or the "Cooperative") has continued to maintain our commitment to employ a diverse workforce with emphasis placed on recruiting, training, and employing individuals, including women and minorities with the education and skill-sets needed from within the local community.

Colorado Valley has also continued to utilize small and historically underutilized businesses for the procurement of goods and services. The Cooperative has strived to stay abreast of the availability of products and services provided by businesses that qualify as a historically underutilized business through community resource participation and involvement and through the use of the state's HUB directory. Colorado Valley's emphasis on utilizing and promoting local and surrounding area business economic growth and the Cooperative's involvement in local, county and state organizations that promote the use of small businesses has helped to ensure the utilization of these businesses.

Make an assessment of the success of each of the specific initiative, programs, and activities listed above:

Colorado Valley has been successful in meeting their commitment to employing a diverse workforce and the utilization of small and historically underutilized businesses for the procurement of goods and services. The following are specific programs and activities that have been instrumental to the Cooperative in order to achieve the initiatives stated above:

- Continued and enhanced participation in and promotion of local high school career night attended by senior high students and parents of students of all area schools. Women and minorities were made aware of opportunities that may be available upon completion of their education that will allow them to return to the community.
- Colorado Valley continued to recruit part-time employees who were attending various colleges, universities, and/or technical schools. During 2005, the Cooperative employed three individuals (two males and one female) part-time who were attending area colleges, universities, and technical schools.

WORKFORCE AND SUPPLIER DIVERSITY FORM
Colorado Valley Telephone Cooperative, Inc.
Project No. 30240

- The Cooperative also offered part-time employment to individuals who had retired from their primary career, and were seeking part-time employment. During 2005, the Cooperative employed one part-time employee who was retired from his primary career (one male).
- The Cooperative continued to create awareness of potential opportunities for local residents, including female and minority residents through participation in local organizations. Employees of Colorado Valley serving as participants in the various civic organizations were encouraged to converse with fellow members of the organization, as well as with visitors, of the application and hiring process of Colorado Valley. The employees' participation in these organizations also has been an opportunity for the Cooperative to become aware of products and services offered by small and historically underutilized businesses. Local organizations that employees were members of included: La Grange Optimist Club, Rotary Club, Evening Lions Club, La Grange Volunteer Fire Department, Relay for Life, American Diabetes Association, Fayette County Leadership Program, La Grange Little League and the American Cancer Society.
- Employees of the Cooperative were also very active with support to the local and surrounding schools in the past year. Participation ranged from teaching Adult Literacy Education classes, to being a One-To-One mentor (helping schoolchildren improve their reading skills,) to being a board member of the Parent Teacher Organization. Representation is in five different schools, including La Grange ISD, Round Top ISD, Schulenburg ISD, Hallettsville ISD, and Sacred Heart in La Grange.
- The Cooperative offered available work-related training to employees, including female and minority employees during 2005. Employees of Colorado Valley continued to attend career related and industry seminars throughout the year 2005. Of the 57 full-time employees of the Cooperative, approximately 22 females and minorities attended at least one training seminar during 2005.
- The Cooperative continued to offer available advancement opportunities to qualified employees, including qualified female and minority employees.
- Whenever possible Colorado Valley has contracted with local businesses to provide the goods and services that are available in Colorado Valley's service area and surrounding communities. A copy of the official HUB report filed with the Commission is attached for your reference.

WORKFORCE AND SUPPLIER DIVERSITY FORM
Colorado Valley Telephone Cooperative, Inc.
Project No. 30240

Describe the initiative, 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:

As a Cooperative, we were organized and chartered to provide telecommunications services to a rural Texas service area. As citizens living and as a business operating within the communities we serve, the management and employees of the Cooperative 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 while also employing and purchasing within the communities we serve whenever possible.

The Cooperative will continue to be committed to employing women and minorities toward the goal of improving our services to all segments of the community. At the same time we are improving the quality of life and opportunities of women and minorities from our community for the benefit of the Cooperative as an employer, the benefit of the community by retaining women and minorities from leaving to urban areas, and the benefit of the employees themselves.

We have and must recognize a fiduciary and social duty and responsibility to our members 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 telecommunications equipment and products and must go outside our communities for these mandatory purchases. However, whenever possible, Colorado Valley will continue to contract with local small and historically underutilized businesses to provide the goods and services that are available in our communities.

Colorado Valley will continue with and expand the initiatives, programs and activities described in the Cooperative's Five-Year Plan to Enhance Workforce Diversity and to Increase Opportunities for Small and Historically Underutilized Businesses.

State the specific progress made under the plan filed by the utility:

Colorado Valley has been successful in maintaining a diverse workforce. We have continued to recruit from the qualified local applicant pool within the constraint of the Cooperative's low turnover rate throughout 2005.

The Cooperative also maintained consistent supplier diversity during 2005. We have continued to utilize historically underutilized businesses and small businesses for contracting needs and the procurement of goods and services whenever possible.

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

Colorado Valley Telephone Cooperative, Inc.
P. O. Box 130
4915 South U.S. Hwy. 77
La Grange, TX 78945

Check here if this is a change of address.

2. Year Report Filed

2005

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

1-20-05

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

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

SECTION II - Full-Time Employees. Consider as full-time employees all those working 30 hours or more per week.

JOB CATEGORY	ALL EMPLOYEES			MALE					FEMALE				
	TOTAL	MALE	FEMALE	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
Officials and Managers	10	5	5					5					5
Professionals	2	1	1					1					1
Technicians	8	6	2					6					2
Sales	1	0	1					0					1
Office and Clerical	22	2	20					2	1			1	18
Craft Workers (skilled)	13	13	0	1				12					0
Operatives (semiskilled)	0	0	0					0					0
Laborers (unskilled)	1	1	0					1					0
Service Workers	2	0	2					0				2	0
TOTAL	59	28	31	1	0	0	0	27	1	0	0	3	27
Previous Year's Total (if any)	60	28	32	1	0	0	0	27	1	0	0	3	28

SECTION III – Part-Time Employees

JOB CATEGORY	ALL EMPLOYEES			MALE					FEMALE				
	TOTAL	MALE	FEMALE	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
Officials and Managers													
Professionals													
Technicians													
Sales													
Office and Clerical	1	0	1					0					1
Craft Workers (skilled)													
Operatives (semiskilled)													
Laborers (unskilled)	1	1	0					1					0
Service Workers													
TOTAL	2	1	1	0	0	0	0	1	0	0	0	0	1
Previous Year's Total (if any)	3	1	2	0	0	0	0	1	0	0	0	0	2

SECTION IV – On-the-Job Trainees. Report only employees enrolled in formal on-the-job training programs. The data below shall be also included in the figures for the appropriate occupational categories in Sections II and III.

JOB CATEGORY	ALL EMPLOYEES			MALE					FEMALE				
	TOTAL	MALE	FEMALE	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin	MINORITY-GROUP EMPLOYEES				White, not of Hispanic Origin
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic		Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	
White Collar													
Production													

SECTION V – Report of Discrimination Complaints Pursuant to 47 CFR 21.307, 22.321, and 23.55

- 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 VI – Certification

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

Date 3-24-05	Typed or Printed Name of Person Signing Joyce Wied	Signature <i>Joyce E. Wied</i>	Telephone No. 979-242-5911
Title of Person Signing General Manager		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).	

SMALL UTILITIES HUB USE REPORT (Texas purchases)
Utility: Colorado Valley Telephone Cooperative, Inc.
Project No. 30238

MBE Procurement	Construction		Commodities		Other Services		Professional		Major Equipment		Other		Total HUB	
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures
African American	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian American	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic American	0	0	0	79	0	0	43,730	0	0	0	0	0	0	43,809
Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	79	0	0	43,730	0	0	0	0	0	0	43,809
Total	0	0	0	79	0	0	43,730	0	0	0	0	0	0	43,809
Native American	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MBE Total (Male/Female Minority)	0	0	0	79	0	0	43,730	0	0	0	0	0	0	74,924
WBE Total (Non-Minority Female)	2,083	40,112	22,319	131,780	26,907	223,201	0	0	0	0	0	0	0	0
Total MBE & WBE Procurement	2,083	40,112	22,398	175,510	58,022	298,125	0	0	0	0	0	0	0	0
Total Unknown Status Procurement (1)	75	13,403	17,793	19,025	50,296	0	0	0	0	0	0	0	0	0
Total Non-Fuel Procurement (2)	471,199	142,350	488,386	429,154	148,469	1,855,057	175,499	0	0	0	0	0	0	0
Total Fuel and Purchased Power Procurement (electric only)													148,469	0
Total Non-Fuel, Fuel, and Purchased Power Procurement													1,855,057	0

(1) Vendors for whom HUB status is not directly known.

(2) Expenditures for goods and services from vendors not including wages, benefits, and other non-negotiable goods and services such as taxes and postage. Includes MBE/WBE and

Reporting Period: Oct. 1, 2004 through Sep. 30, 2005
 Address: P. O. Box 130
 City: La Grange

State: Texas Zip: 78945
 Phone: 979.247.8141 Fax: 979.247.5920

Reporting Date: December 23, 2005
 Contact Person: Pam Anderson

SMALL UTILITIES HUB USE REPORT (purchases outside Texas)
 Utility: Colorado Valley Telephone Cooperative, Inc.
 Project No. 30238

MBE Procurement	Construction	Commodities	Other Services	Professional	Major Equipment	Other	Total HUB	
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	
African American Male	0	0	0	0	0	0	0	
African American Female	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	
Asian American Male	0	0	0	0	0	0	0	
Asian American Female	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	
Hispanic American Male	0	0	0	0	0	0	0	
Hispanic American Female	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	
Native American Male	0	0	0	0	0	0	0	
Native American Female	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	
MBE Total (Male/Female Minority)	0	0	0	0	0	0	0	
WBE Total (Non-Minority Female)	0	143,425	1,061	0	0	85	144,571	
Total MBE & WBE Procurement	0	143,425	1,061	0	0	85	144,571	
Total Unknown Status Procurement (1)	0	8,789	53,075	115,586	0	15,079	192,529	
Total Non-Fuel Procurement (2)	209,004	309,445	148,796	71,959	11,106	44,140	794,450	
Total Fuel and Purchased Power Procurement (electric only)							Total Utility Purchases	0
Total Non-Fuel, Fuel, and Purchased Power Procurement								794,450

(1) Vendors for whom HUB status is not directly known.
 (2) Expenditures for goods and services from vendors not including wages, benefits, and other non-negotiable goods and services such as taxes and postage. Includes MBE/WBE and

Reporting Period: Oct. 1, 2004 through Sep. 30, 2005
 Address: P. O. Box 130
 City: La Grange
 State: Texas Zip: 78945
 Phone: 979.247.8141 Fax: 979.247.5920
 Reporting Date: December 23, 2005
 Contact Person: Pam Anderson

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 located in Texas.