



Control Number: 30240



Item Number: 404

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PUBLIC UTILITY COMMISSION
FILING CLERK

December 19, 2005

Filing Clerk
Public Utility Commission of Texas
1700 N. Congress Avenue
P.O. Box 13326
Austin, TX 78711-3326

RE: Project No. 30240 - Annual Report on Workforce and Supplier Diversity for Nortex Communications

Dear Sir:

Pursuant to Substantive Rule 26.85, enclosed for filing are four (4) copies of the Annual Report on Workforce and Supplier Diversity. This filing is being made in Project 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: (1) the Governor; (2) Lieutenant Governor; (3) Speaker of the House; (4) Chair-Texas Senate Hispanic Caucus; (5) The House Legislative Black Caucus and (6) The House Mexican-American Legislative Caucus.

If you have any questions concerning this report, please contact Alan Rohmer at 940-759-2251.

Sincerely,

Alan Rohmer
Chief Financial Officer

cc w/ attachment Governor's Office
Lt. Governor's Office
Speaker's Office – Texas House of Representatives
The House Legislative Black Caucus
The House Mexican American Legislative Caucus
The Texas Senate Hispanic Caucus

Nortex Communications Co.
205 North Walnut Street
P.O. Box 587
Muenster, Texas 76252

www.nortex.net
E-mail: info@nortex.net
Office: 940/759-2251
Fax: 940/759-5557

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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

MUENSTER TELEPHONE CORPORATION OF TEXAS
dba NORTEX COMMUNICATIONS
205 N WALNUT STREET
P O BOX 587
MUENSTER TX 76252

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)

MARCH 26, 2005

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	8	7	1					7					1
Professionals	4	3	1					3					1
Technicians	8	4	4					4					4
Sales	5	2	3					2					3
Office and Clerical	11	-	11					-					11
Craft Workers (skilled)	10	10	-					10					-
Operatives (semiskilled)	-	-	-										
Laborers (unskilled)	1	1	-					1					-
Service Workers	1	-	1					-					1
TOTAL	48	27	21					1	26				21
Previous Year's Total (if any)	51	28	23					1	27				23

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	1	-	1										1
Office and Clerical													
Craft Workers (skilled)													
Operatives (semiskilled)													
Laborers (unskilled)													
Service Workers													
TOTAL	1	-	1										1
Previous Year's Total (if any)	0	0	0										0

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 04-25-2005	Typed or Printed Name of Person Signing ALAN L ROHMER	Signature <i>Alan L Rohmer</i>	Telephone No. 940-759-2251
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).	

WORKFORCE AND SUPPLIER DIVERSITY FORM
HUB/SMALL BUSINESS PROCUREMENT AS A PERCENTAGE OF TOTAL COMPANY PROCUREMENT
 NORTEX COMMUNICATIONS

Actual % = [Total HUB(1) procurement + Total Small Business(2) procurement]/Total Company procurement	Actual % for Previous FY	Actual % for Current FY
Construction Contracts (3)	0.0000%	0.0000%
Commodities Contracts (4)	8.1000%	3.3000%
Other Services (5)	0.1000%	0.5000%
Professional Services Contracts (6)	2.1000%	0.0000%
Major Equipment (7)	0.5000%	0.0000%
Other (8)	0.4000%	1.9000%

- (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**

NORTEX COMMUNICATIONS

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

Nortex Communications has remained active in community organizations such as local chambers of commerce, school and city government boards and others. Through these activities people within the community become aware of employment opportunities at Nortex Communications.

Nortex Communications posts key open job positions on several industry web sites or within industry publications. It also utilizes the internet job sites for posting such positions available in the telecommunications field. During the past year no key positions became available within the company so no such postings were necessary.

Nortex Communications continued its usual participation in various training activities conducted by industry groups such as Texas Statewide Telephone Cooperative, Inc., Texas Telephone Association, National Telephone Cooperative Association, Organization for the Promotion and Advancement of Small Telecommunications Companies and others. These training activities helped to further train its existing workforce and offers opportunities for development and advancement of existing employees.

Nortex Communications worked with its local community college that was awarded a grant to allow many of its employees to take work related training at the college to increase the skills of its employees giving them opportunities for promotion or advancement as well as encouraging employee retention.

WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES
NORTEX COMMUNICATIONS

(2) Make an assessment of the success of each of the specific initiatives, programs, and activities listed above:

The company's involvement in community organizations continues to be successful in making people aware that Nortex Communications is a company that offers a wide variety of employment opportunities for people with many different skills.

The company did not have the need to fill any key positions within the company over the past year so it did not have any positions to post in various industry publications or on the internet. The company has found this activity to be very useful in prior years and it has received hundreds of applications when utilized.

The company's training programs have also been very successful and popular. A very large percentage of employees have participated in this program on multiple occasions and greatly increased their work skills and have expressed the gratefulness for the opportunity to participate. The company has seen productivity improvements and recognizes the additional skills being learned by its employees.

(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:

Nortex Communications plans to remain active in local organizations to continue to make people aware of all the employment opportunities within the company. It will also be active in various statewide and national organizations with the telecommunications industry so people within the industry are familiar with the company should positions become available and advertised.

Nortex Communications will continue to participate in employee training at both the industry sponsored events as well as locally within the community college so that its current employees can continue to improve their skills and have opportunities for promotion and advancement.

As positions become available that require skills that are not necessarily readily available within

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

NORTEX COMMUNICATIONS

the local communities we serve, Nortex Communications will post these positions on industry and other web sites to have the opportunity to hire the most qualified candidates.

As a small rural independent telephone company, we recognize a fiduciary duty and responsibility to our customers and owners 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 we provide, we are sometimes limited in the local availability of certain telecommunications equipment and products and must go outside our communities for these mandatory purchases. Therefore, when possible, the company contracts with local businesses to provide the goods and services that are available in our communities. Whenever otherwise possible, the company will seek to purchase or contract with small and historically underutilized businesses.

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

Nortex Communications has remained active in local organizations and served in several key leadership positions and hosted several chamber mixers within our offices to allow the community to become more familiar and aware of opportunities within our company. The Company utilizes the posting of open positions within the Company on various industry and other internet web sites to enhance opportunities for anyone to apply. Our workforce has actually declined by a net 3 positions since the previous year and this decline was split a one male and two female positions. The Company remains proud of its record on workforce diversity given its extremely low turnover of employees.

SMALL UTILITIES HUB USE REPORT (Texas purchases)
Utility: MÜNSTER TELEPHONE CORP. OF TEXAS

	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		5,177		0		0		0		0	
Asian American Female	0		0		0		0		0		0		0	
Total	0		0		5,177		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	0		0		5,177		0		0		0		0	5,177
WBE Total	0		77,148		6,029		36		0		43,000		0	126,212
Total MBE & WBE Procurement	0		77,148		11,206		36		0		43,000		0	131,390
Total Unknown Status Procurement (1)	0		47,104		6,396		0		0		8,861		0	62,361
Total Non-Fuel Procurement (2)	134,016		566,987		394,999		473,667		436,869		299,249		0	2,305,788

Total Fuel and Purchased Power Procurement (electric only)
Total Non-Fuel, Fuel, and Purchased Power Procurement
Total Utility Purchases
2,305,788

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

Reporting Period:
 Address: P.O. BOX 587
 City: MÜNSTER, TX 76252

Oct. 1, 2004 through Sep. 30, 2005

Reporting Date: 12/30/2005
 Contact person: RICHARD E. CORLEY

State: TX Zip: 76252
 Phone: 940-759-2251 Fax: 940-759-5557