



Control Number: 30240



Item Number: 459

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2005 DEC 30 AM 9:07  
PUBLIC UTILITY COMMISSION  
FILING CLERK



December 27, 2005

Mr. James Galloway  
Filing Clerk  
Public Utility Commission of Texas  
1700 N. Congress Avenue  
Austin, Texas 78701

Re: Project No. 30240 – Annual Progress Report on Five-Year Plan to Enhance  
Supplier and Workforce Diversity for:  
CenturyTel of Port Aransas, Inc.  
CenturyTel of Lake Dallas, Inc.  
CenturyTel of San Marcos, Inc.

Dear Filing Clerk:

Pursuant to §26.85(e), enclosed for filing are four (4) copies of the Annual Progress Report on the implementation of the Five-Year Plan to Enhance Supplier and Workforce Diversity. This filing is being made in Project 30240 as advised by PUC's Central Records Clerk.

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) Chair-House Mexican-American Caucus; and, (6) Chair-House Black Caucus.

Pursuant to subsection 26.85(i), CenturyTel of Port Aransas, Inc. and CenturyTel of Lake Dallas, Inc. have completed subsection 26.85(f)(1) in order to satisfy the requirements of section 26.85, as each of these Companies have fewer than sixteen employees in the State of Texas. CenturyTel of San Marcos, Inc. is the only company filing diversity numbers for Texas.

We have included an extra copy of the transmittal letter and request that you please file-date stamp this copy and return to us for our files.



Filing Clerk  
December 27, 2005  
Page 2.

Should you have any questions concerning this information, please call me at (318) 340-5179.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Corey Pearce". The signature is fluid and cursive, with the first name "Corey" being more prominent than the last name "Pearce".

Corey Pearce  
Regulatory Analyst

Enclosure

Cc w/attachment:   The Honorable Rick Perry  
                          The Honorable David Dewhurst  
                          The Honorable Tom Craddick  
                          The Honorable Garnet Coleman  
                          The Honorable Juan "Chuy" Hinojosa  
                          The Honorable Pete Gallego  
                          Ken Buchan  
                          John Navarrette  
                          Ted Hankins

CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

**Subsection 26.85(f)(1):** An illustration of the diversity of the telecommunications utility's workforce in the State of Texas at the time of the report. If the telecommunications utility is required to file an Equal Opportunity Report pursuant to 26.79 of this title (relating to Equal Opportunity Reports), a copy of that document may be attached to this report to satisfy the requirements of this paragraph.

Please see the attached FCC 395 – *Common Carrier Annual Employment Report* filed with the Federal Communication Commission.

**FCC 395**FEDERAL COMMUNICATIONS COMMISSION  
Washington, DC 20554Approved by OMB  
3060-0076  
Expires: 02/28/06  
Est. time per response:  
1 hour**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**CenturyTel of San Marcos, Inc.  
Attn: Vicki Schultheis  
P. O. Box 9901  
Vancouver, WA 98668☐ 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 13, 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					MINORITY-GROUP EMPLOYEES				
				Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	White, not of Hispanic Origin	Black, not of Hispanic Origin	Asian or Pacific Islander	Native American	Hispanic	White, not of Hispanic Origin
Officials and Managers	3	3					1	2					
Professionals													
Technicians	8	6	2				1	5				1	1
Sales													
Office and Clerical													
Craft Workers (skilled)	14	13	1				3	10				1	
Operatives (semiskilled)													
Laborers (unskilled)													
Service Workers													
<b>TOTAL</b>	<b>25</b>	<b>22</b>	<b>3</b>				<b>5</b>	<b>17</b>				<b>2</b>	<b>1</b>
Previous Year's Total (if any)	28	25	3				8	17				2	1

FCC 395  
FEBRUARY 2003

CenturyTel of San Marcos, Inc.

**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													
Craft Workers (skilled)													
Operatives (semiskilled)													
Laborers (unskilled)													
Service Workers													
<b>TOTAL</b>	0												
Previous Year's Total (if any)	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 5/20/05	Typed or Printed Name of Person Signing Vicki G. Schultheis	Signature <i>Vicki Schultheis</i>	Telephone No. 360/905-6839
Title of Person Signing Manager, FCC Licensing		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** **WORKFORCE DIVERSITY**

NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR														
Occupational Categories	Combined Total	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian		
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female			
Officials and Managers	3	3	0	2	0			1						
Professionals	0	0	0											
Technicians	8	6	2	5	1			1	1					
Sales Workers	0	0	0											
Office and Clerical	0	0	0											
Craft Workers (Skilled)	14	13	1	10				3	1					
Operatives (Semi-skilled)	0	0	0											
Laborers (Unskilled)	0	0	0											
Service Workers	0	0	0											
Previous Year Totals	28	25	3	17	1			8	2					
	25	22	3	17	1	0	0	5	2	0	0	0	0	
This Year Totals														

**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.

CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

**Subsection 26.85(f)(2):** A description of the specific progress made under the workforce diversity plan filed pursuant to PURA 52.256(b), including:

- (A) the specific initiatives, programs, and activities undertaken during the preceding year;  
and
- (B) an assessment of the success of each of those initiatives, programs, and activities.

CenturyTel of San Marcos, Inc. continues to identify local organizations with minority membership's emphasis and communicate through these organizations employment opportunities with the Company.

In the year 2005, we were active members in the San Marcos Chamber of Commerce, the San Marcos Hispanic Chamber of Commerce and the Texas State University-San Marcos Career Services Job Shadowing Program.



CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

**Subsection 26.85(f)(3):** An explanation of the telecommunications utility's level of contracting with small and historically underutilized businesses in the State of Texas.

CenturyTel of San Marcos, Inc. will continue to raise awareness for the need to utilize more small and historically underutilized businesses in the State of Texas as contracts come due and/or renewed.

CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

**Subsection 26.85(f)(4):** The extent to which the telecommunications utility has carried out its initiatives to facilitate opportunities for contracts or joint ventures with small and historically underutilized businesses.

CenturyTel of San Marcos, Inc. utilizes Sedona Staffing, a minority owned franchisee, to help the Company locate qualified applicants as positions become available.

CenturyTel of San Marcos, Inc. is currently working with the Texas Workforce Commission using their database, to find qualified applicants for those hard to place positions.

CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

**Subsection 26.85(f)(5):** A description of the initiatives, programs, and activities the telecommunications utility will pursue during the next year to increase the diversity of its workforce and contracting for small and historically underutilized businesses in the State of Texas.

CenturyTel of San Marcos, Inc. continues to maintain a commitment to heighten the awareness of a need to employ a diverse workforce with emphasis placed on recruiting, training and employing individuals with the education and skill-sets needed from within the local community.

CenturyTel of San Marcos, Inc. continues to strive to utilize historically underutilized businesses (HUBs) for the procurement of goods and services, especially when the HUB is affiliated or located within its local or surrounding communities. The Company strives to stay abreast of the availability of certain products, services and businesses that qualify under the HUB definition through community resource participation and involvement and through use of the state's HUB directory. The Company also strives to communicate to the HUB-community the opportunities for doing business with CenturyTel of San Marcos, Inc.

CenturyTel of San Marcos, Inc. continues its aim to utilize small businesses other than those defined as HUBs in the procurement of goods and services. With the Company's emphasis on utilizing and promoting local or surrounding area business economic growth, CenturyTel of San Marcos, Inc. plans to continue its involvement in local, county and state organizations that promote the use of small businesses.

We continue to strive to identify local organizations with minority membership emphasis and to communicate through these organizations employment opportunities with the Company.

We continue to strive to identify local organizations with female membership emphasis and communicate through these organizations employment opportunities with the Company.

We continue to strive to identify local educational institutions and communicate through the educational employment outreach programs employment opportunities available for minority and female students. We also attempt to work with educational institutions to establish a job shadow program. Job shadowing is a four or eight hour program that allows undergraduate students the ability to attend a business of their choice that closely resembles the job or company that they intend to pursue. These type programs may be established through community or surrounding area colleges.

In 2005, we are active members in the San Marcos Chamber of Commerce, the San Marcos Hispanic Chamber of Commerce and the Texas State University-San Marcos Career Services Job Shadowing Program.

Our Corporate Human Resources Department continues to explore posting available job opportunities on Company website and through job line.

Current job opportunities are posted on major job search websites, such as monster.com.

CENTURYTEL OF SAN MARCOS, INC.  
TEXAS PUBLIC UTILITIES COMMISSION SUBSTANTIVE RULE 26.85

Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

Subsection 26.85(f)(5): Continued

We continue to offer available work-related training to employees.

We continue to offer available advancement opportunities to employees.

We continue to identify local organizations with minority business membership emphasis and to strive to participate or communicate through these local organizations business opportunities with the Company.

We continue to identify local organizations with female-owned business membership emphasis and participate or communicate through these local organizations business opportunities with the Company.

We continue to strive to identify local organizations with small business membership emphasis and remain aware of the need to participate or communicate business opportunities available with the Company.

As part of its vision, CenturyTel, Inc., the holding company of CenturyTel of San Marcos, Inc., continues to pursue the aspect of utilizing some form of resellers of our existing products and services in Texas markets. We will continue to consider the value and appropriateness of utilizing resellers or agents in markets where placement of employees cannot be justified.