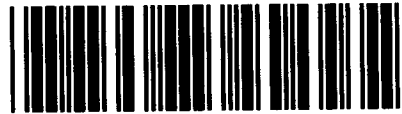


Control Number: 37277



Item Number: 9

Addendum StartPage: 0



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December 21, 2009

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

Re: Project No. 37277 – *Project for Submitting Emergency Operations Plans and Notifications of Emergency Operations Exercises*

To The Filing Clerk:

On behalf of Electra Telephone Company and Tatum Telephone Company (collectively “Companies”), I am submitting an original and four (4) copies of the attached annual drill information pursuant to P.U.C. SUBST. R. 26.51(b)(3). The Companies are owned and operated by Townes Telecommunications Services Corp. (“Townes”), and Townes activated the Companies’ Emergency Operations Plans on April 29, 2009, in response to alerts concerning the H1N1 influenza pandemic.

According to Mr. Joseph Glass, the Companies’ Emergency Director, the Company performed the following emergency preparedness and response activities:

- On April 29 2009, the Companies’ Emergency Director sent out emails to all Townes Subsidiaries about H1N1 warnings along with links to sites for more information (see attached). Mr. Glass followed up the next day with phone calls to all subsidiaries to discuss Pandemic Procedures.
- On June 11 2009, Mr. Glass sent out an announcement that the World Health Organization (“WHO”) had declared an H1N1 flu pandemic (see attached). Mr. Glass subsequently followed up with onsite discussions during visits to each Texas subsidiary. During the on-site visits, Mr. Glass made sure each office had posted safety guidelines and were following them, and that each office had essential supplies to safeguard against contracting the virus (disinfectants, anti-bacterial hand cleaners, etc).
- Mr. Glass has discussed the pandemic and related response activities numerous times since the office visits, as the virus became more wide spread in the U.S.

HEADQUARTERS.

7852 Walker Drive, Suite 200, Greenbelt, MD 20770
phone: 301-459-7590, fax: 301-577-5575
internet: www.jsitel.com, e-mail: jsi@jsitel.com

Eagandale Corporate Center, Suite 310
1380 Corporate Center Curve, Eagan, MN 55121
phone: 651-452-2660, fax: 651-452-1909

6849 Peachtree Dunwoody Road
Building B-3, Suite 200, Atlanta, Georgia 30328
phone: 770-569-2105, fax: 770-410-1608


547 South Oakview Lane
Bountiful, UT 84010
phone: 801-294-4576, fax: 801-294-5124

9

Because the Companies responded to actual emergency events, they will not be conducting annual drills in 2009, pursuant to P.U.C. SUBST. R. 26.51(b)(3). Through the aforementioned activities, the Companies have determined that their Emergency Operations Plans are complete and effective, and no revisions are necessary at this time.

Thank you for your attention to this matter. Please file-stamp the additional copies and return them to our assistant. You may direct any questions or comments to me at the below-listed address and/or telephone number.

Sincerely,


Dee Dee Longenecker
Authorized Representative for
Townes Communications Services Corp.

cc: Mr. Joseph Glass, Emergency Director
Townes Communications Services Corp.

DeeDee Longenecker

From: Joseph Glass [jglass@townes.net]
Sent: Monday, December 21, 2009 11:14 AM
To: DeeDee Longenecker
Cc: 'Bill Thomas'; 'Debi Nobles'
Subject: FW: Swine Flu Precautions

From: Joseph Glass [mailto:jglass@townes.net]
Sent: Wednesday, April 29, 2009 8:37 AM
To: Robbie Taylor (rt@electratx.com); 'bh@electratx.com'; 'wl@electratx.com'; 'md@electratx.com'; 'Jeff Keller'; 'aak@townes.net'
Cc: 'Thomas, Bill'; 'llp@townes.net'; 'Vance Judd'; 'Debi Nobles'; Glenna Plafcan (gbp@townes.net)
Subject: Swine Flu Precautions

To All


As most of you have seen the news, you should know there have been reported cases of swine flu with one death in Texas. The Texas PUC has given us notice that we should review our Pandemics Procedures and be prepared accordingly. At this time there is not a huge concern but it imperative that we take certain precautions. Each office should make sure they have on hand certain items like hand sanitizer and aerosol disinfectant. There is some good information in the links below as to how we can safeguard ourselves and our walk-in customers, like using hand sanitizers and disinfectant, being on the lookout for people that show signs of the flu and other common sense precautions. If anyone has any questions or suggestions please give me a call.

Joseph Glass

Texas Department of State Health Services: <http://www.dshs.state.tx.us/news/releases.shtm>

Centers for Disease Control and Prevention: <http://www.cdc.gov/>

World Health Organization: <http://www.who.int/en/>

 TTC Logo W180H110 (2)

Townes Tele-Communications, Inc.

Joseph Glass

Townes Plant Manager

800-920-1975 Ext. 258

Cell: 903-824-1251

Fax: 870-921-3217

jglass@townes.net

DeeDee Longenecker

From: Joseph Glass [jglass@townes.net]
Sent: Monday, December 21, 2009 11:14 AM
To: DeeDee Longenecker
Cc: 'Bill Thomas'; 'Debi Nobles'
Subject: FW: WSJ NEWS ALERT: WHO Is Raising H1N1 Flu Alert to Highest Level

-----Original Message-----

From: Joseph Glass [mailto:jglass@townes.net]
Sent: Thursday, June 11, 2009 11:37 AM
To: 'robbie@electratel.net'; 'wl@electratx.com'; 'Jeff Keller'; 'aak@townes.net'
Cc: 'Bill Thomas'; 'Vance Judd'; 'llp@townes.net'; 'Steve Price'
Subject: FW: WSJ NEWS ALERT: WHO Is Raising H1N1 Flu Alert to Highest Level

To All

You can read below that the swine flu issue is still ongoing. As we discussed earlier in the year, we need to take precautions to protect our employees as well as the public in our daily contact with our customers. We should continue to take this seriously even though most reports of this are not in any of our areas.

If you have any questions give me a call.

Thanks

Joseph

Townes Tele-Communications, Inc.
Joseph Glass
Townes Plant Manager
800-920-1975 Ext. 258
Cell: 903-824-1251
Fax: 870-921-3217
jglass@townes.net

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-----Original Message-----

From: WSJ.com Editors [mailto:access@interactive.wsj.com]
Sent: Thursday, June 11, 2009 9:32 AM
To: jglass@townes.net
Subject: WSJ NEWS ALERT: WHO Is Raising H1N1 Flu Alert to Highest Level

News Alert
from The Wall Street Journal

Sponsored by NASDAQ OMX

The World Health Organization has told its member nations it is declaring an H1N1 flu pandemic -- raising the pandemic alert level from phase 5 to 6 and marking the first global flu epidemic in 41 years. The move came Thursday as infections climbed in the U.S., Europe, Australia, South America and elsewhere.

<http://online.wsj.com/article/SB124471165680705709.html#mod=djemalertNEWS>

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