



Filing Receipt

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Riviera Telephone Company, Inc.

103 S. 8th Street • P.O. Box 997 • Riviera, Texas 78379
361-296-3232 • Fax # 361-296-3125
E-Mail: rtc@rivnet.com • www.rivnet.com

December 20, 2023

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

Re: Project Number **55399**

2023 Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity

Dear Filing Clerk:

Pursuant to §26.85(f)(1), enclosed for filing are four (4) copies of the Workforce and Supplier Diversity Form denoting our Workforce Diversity.

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) Legislative Black Caucus; (5) Mexican American Legislative Caucus and Texas Senate Hispanic Caucus, (6) Texas Senate Hispanic Caucus.

If you have any questions regarding this report, please do not hesitate to email us at rtc@rivnet.com or to call us Monday through Friday from 8:30 a.m. to 5:00 p.m.

Sincerely,

Billy Colston III
President

cc Governor's Office
Lt. Governor's Office
Texas House of Representatives
Texas Legislative Black Caucus
Texas Senate Hispanic Caucus
Mexican-American Legislative Caucus

WORKFORCE AND SUPPLIER DIVERSITY FORM **WORKFORCE DIVERSITY**

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	3	2	1	2				1					
Professionals	2	1	1	1	1								
Technicians	7	7	0	1				6					
Sales Workers	0	0	0										
Office and Clerical	3	0	3		1				2				
Craft Workers (Skilled)	0	0	0										
Operatives (Semi-skilled)	0	0	0										
Laborers (Unskilled)	1	1	0					1					
Service Workers	1	0	1						1				
Previous Year Totals	15	9	6	5	2	0	0	4	4	0	0	0	0
This Year Totals	17	11	6	4	2	0	0	7	4	0	0	0	0

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.

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

Actual % = [Total HUB(1) procurement + Total Small Business(2) procurement]/Total Company procurement	Actual % for Previous FY	Actual % for Current FY	Percentage Change
Construction Contracts (3)	26.1600%	3.9000%	-85.09%
Commodities Contracts (4)	0.1000%	0.1600%	60.00%
Other Services (5)	5.2900%	1.6200%	-69.38%
Professional Services Contracts (6)	0.0000%	0.0000%	%
Major Equipment (7)	1.6000%	0.7600%	-52.50%
Other (8)	0.0100%	0.0000%	-100.00%

(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**

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

Employment opportunities with Riviera Telephone Company, Inc. (RTC) arose within the last couple of years. RTC is committed to employing a diverse workforce by employing individuals with the educational background and skills necessary from within the local community. RTC has taken the following directives during the last year:

1. Any available job opportunities were posted on the RTC website and/or through our local community newspaper.
2. Any available job opportunities were posted on industry organization websites, if available.
3. RTC attempted to identify local organizations with minority membership emphasis and communicate any proposed business and/or employment opportunities.

**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:**

As a small, rural telephone Company, we recognize our obligation and responsibility to our customers, employees, and shareholders to make good economic decisions. In addition, we recognize our community responsibility to purchase goods and services within our local community. Due to our rural service area we serve, sometimes we are limited in the availability of certain telecommunications products and equipment, and we must go outside our community for some of these purchases.

- (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:**

The initiatives, programs, and activities RTC will pursue during the next year to increase the diversity of its workforce and to increase opportunities for small and historically underutilized businesses will be consistent with the initiatives, identified in the Workforce Diversity filing. They are as follows;

To employ a diverse workforce by emphasizing local community employment or to utilize historically underutilized businesses (HUBs) or utilize small businesses other than HUB in the fulfillment of goods and services.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

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

Riviera Telephone Company, Inc. is organized to provide telecommunication services to a rural Texas service area. As current citizens living and operating a small business within the community we serve, the management team and employees at RTC continue to seek opportunities for progress in diversifying the workforce and utilizing products and services of small historically underutilized businesses. Our commitment to employ and purchase from within the community we serve when possible outweighs attempting to achieve an improved statistical number in these areas for reporting purposes.

As a small, rural telephone Company, we have and must recognize a duty and responsibility to our customers, employees, and shareholders to make good economic policy decisions as well as our community responsibility to purchase goods and services within our own community. In the nature of the service area we serve, sometimes we are limited in local availability of certain types of telecommunication equipment and products, therefore, we are forced to go outside our community to meet these required purchases.

It is difficult to determine the success of any initiatives detailed in the Five-Year Plan to increase workforce diversity filed previously with the commission. Refer to HUB information and Workforce Diversity included in this filing for a comparison of prior year.