

Competitive Cable & Video Services Act

**Minority Owned Business
Participation Plan**

**Report
for 2010**

TENNESSEE REGULATORY AUTHORITY



460 James Robertson Parkway
Nashville, Tennessee 37243-0505

June 29, 2011

The Honorable Bill Haslam
Governor
Joe McCord
Chief Clerk of the House
Russell Humphrey
Chief Clerk of the Senate

Gentlemen:

Transmitted herewith is the annual report required by the General Assembly concerning Minority Owned Business Participation Plans set forth in the Competitive Cable and Video Services Act ("CCVSA") codified as Tenn. Code Ann. § 7-59-102 through § 7-59-318. The report is based on information provided by companies that received state-issued certificates of franchise authority under the CCVSA from 2008 through 2010. Please feel free to contact us if we can assist you.

Sincerely,

A handwritten signature in blue ink that reads "Mary W. Freeman".

Mary Freeman
Chairman

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Background

Public Chapter 932 of 2008, known as the Competitive Cable and Video Services Act, (“CCSVA”), became law on July 1, 2008 and is codified as Tenn. Code Ann. § 7-59-102 through § 7-59-318. The CCSVA opened markets for cable and video services to competition by allowing providers to receive state-issued certificates of franchise authority. Applicants must provide a plan to facilitate the participation of minority owned businesses when establishing, providing or expanding cable or video services and related support facilities pursuant to § 7-59-313(c).¹ Tenn. Code Ann. § 7-59-313(a)(1) defines a minority owned business as:

...a business that is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls the daily operations of the business and who is impeded from normal entry into the economic mainstream because of:

- (A) Past practices of discrimination based on race, religion, ethnic background or sex, including, but not limited to, women;
- (B) A disability as defined in § 4-26-102, including, but not limited to, disabled veterans; or
- (C) Past practices of racial discrimination against African-Americans.

Tenn. Code Ann. § 7-59-313(a)(2) defines a minority owned business plan as:

...a business plan for actively soliciting bids from minority owned businesses and letting contracts to such businesses when establishing, providing or expanding cable or video services and related support facilities. The plan shall include the following information:

- (A) A proposal for purchasing goods and services from minority owned businesses;
- (B) Information on programs to provide technical assistance to such businesses; and
- (C) A statement of intent to follow its minority owned business participation plan.

The goals of a minority owned business participation plan are “...to maximize participation of minority owned businesses through both prime and second tier business contracting opportunities and shall strive to achieve a level of minority owned business participation representative of the population demographics of this state.”²

¹ Tenn. Code Ann. § 7-59-313(c) states, “Notwithstanding any provision of this part to the contrary, a state-issued certificate of franchise authority shall not be issued by the department to any applicant that fails to include a minority owned business participation plan in the applicant’s application. The department shall review each application to confirm that the minority owned business participation plan includes all information required pursuant to this section.”

² Tenn. Code Ann. § 7-59-313(b).

Annual Review

Tenn. Code Ann. § 7-59-313(d) requires the Tennessee Regulatory Authority to conduct an annual review of the plans:

Notwithstanding any provision of this part to the contrary, the department shall annually review each holder of a state-issued certificate of franchise authority to determine compliance with the holder's minority owned business participation plan. In conjunction with the review, by January 31 of each year, each holder of a state-issued certificate of franchise authority shall prepare and submit an annual report to the department concerning the holder's minority owned business participation plan and compliance with the plan. The department shall annually prepare a compliance report to be delivered to the governor and the clerks of the senate and the house of representatives. The compliance report shall also be posted on the web site of the department.³

By the end of 2010, the Tennessee Regulatory Authority had granted ten state-issued certificates of franchise authority. Each franchise holder has submitted its report certifying compliance with its small and minority owned business participation plan. Below are some highlights.

1. BellSouth Telecommunications, Inc. d/b/a AT&T Tennessee certifies that it continues to comply with the Minority Owned Business Plan that it submitted with its franchise application.
2. Charter Communications Operating, LLC submitted a copy of its Minority Vendor outreach program, which includes a qualifying form sent to 463 vendors, 116 of which met Minority status and a letter Charter plans to send to certified Minority vendors supplied by the Department of Economic & Community Development.
3. Knology spent \$500.00 during 2010 with five minority-owned Tennessee vendors.
4. Cable One spent a total of \$5,421.54 with three minority-owned vendors and also submitted a list of female and minority-owned vendors that are used company-wide by its Phoenix, AZ headquarters.
5. Highland Telephone Cooperative submitted a report on the progress of its efforts to identify qualified minority vendors.
6. Comcast submitted a report covering the two franchises that it has obtained under its corporate entities, Comcast of Southern Tennessee, LLC and Comcast Cable Mgt LLC. Comcast notes that it spent 14.2% of its total supplier expenditures with diverse vendors.
7. The Electric Power Board of Chattanooga reports that its Fiber Optics Division spent more than one Million dollars with five Tennessee businesses owned by women and minorities.
8. Twin Lakes Communications, Inc. submitted its 2011 Minority-Owned Telecommunications Business Participation Plan, which is unchanged from 2010.
9. North Central Telephone Cooperative submitted a report explaining that it has not yet initiated services but is committed to compliance with the plan that it filed with its franchise application.

³ Tenn. Code Ann. § 7-59-313(d).

Appendix 1

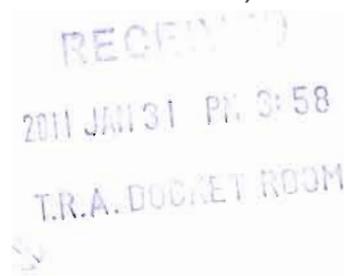
AT&T



Guy M. Hicks
General Attorney - TN

AT&T Tennessee
333 Commerce Street
Suite 2101
Nashville, TN 37201-1800

T: 615.214.6301
F: 615-214-7406
gh1402@att.com



January 31, 2011

VIA HAND DELIVERY

Mr. Jerry Kettles
Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, TN 37238

Re: Minority Owned Business Plan Annual Report

Dear Mr. Kettles:

In accordance with the Competitive Cable and Video Services Act, AT&T provides this annual report concerning AT&T's Minority Owned Business Plan and the compliance with that plan. AT&T's Plan, which was provided as part of AT&T's franchise application is, attached.

AT&T continues to comply with the attached Minority Owned Business Plan.

Sincerely,

Guy M. Hicks

AT&T Tennessee's
Minority Owned Business Participation Plan

AT&T Tennessee hereby sets forth its business plan for actively soliciting bids from minority-owned businesses and letting contracts to such businesses when establishing, providing or expanding cable or video services and related support facilities.

I. Definitions

A. For the purposes of this plan, unless the context otherwise requires:

1. "Minority owned business" means a business that is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls the daily operations of such business and who is impeded from normal entry into the economic mainstream because of:
 - a. Past practices of discrimination based on race, religion, ethnic background, or sex including, but not limited to, women;
 - b. A disability as defined in T.C.A. § 4-26-201 including, but not limited to, disabled veterans; or
 - c. Past practices of racial discrimination against African-Americans; and
2. "Minority owned business participation plan" means a business plan for actively soliciting bids from minority owned businesses and letting contracts to such businesses when establishing, providing or expanding cable or video services and related support facilities. Such plan shall include the following information:
 - a. A proposal for purchasing goods and services from minority owned businesses;
 - b. Information on programs to provide technical assistance to such businesses; and
 - c. A statement of intent to follow its minority owned business participation plan.

II. AT&T's Supplier Diversity Policy Statement

It is the policy of AT&T to promote, increase and improve the quality of the overall participation of minority, women and service-disabled veteran owned business enterprises in its purchases of materials and services.

Maximum practicable opportunity shall be given to minority, women and disabled veteran-owned business enterprises to participate as suppliers of materials and services to AT&T.

AT&T also encourages subcontracting opportunities for minority, women and disabled veteran-owned businesses by requiring Supplier Diversity Participation Plans from its prime suppliers.

III. AT&T's Proposal For Purchasing Goods And Services From Minority Owned Businesses

AT&T promotes the purchasing of goods and services from minority owned businesses through its extensive AT&T Supplier Diversity Program. Supplier Diversity Program staff at AT&T assist current and potential diversity suppliers in identifying and developing business opportunities with the company.

AT&T Supplier Diversity Programs are designed to promote, increase and improve the quality of the overall participation of small, minority, women and disabled veteran business enterprises in AT&T's supply chain. AT&T looks for opportunities to work with diversity suppliers in all aspects of its business – from advertising to central office engineering, computers, outside plant construction and network provisioning. Promoting the participation of a diverse supplier base not only provides better business solutions, it also cultivates greater customer loyalty, bidding advantages, and public policy support in the communities AT&T serves.

AT&T's diversity program has three main components – a program to encourage minority suppliers; a program to encourage minority hiring by AT&T's prime suppliers; and participation in diversity organizations.

Specifically, AT&T has a specific program pursuant to which it seeks to hire diverse suppliers. As part of the program, AT&T provides potential suppliers with information and contacts to assist those firms seeking to do business with AT&T. AT&T's Supplier Diversity Managers and Strategic Sourcing Managers work closely with minority suppliers to find opportunities to do business with AT&T. AT&T provides coaching and mentoring to its strategic diversity firms to ensure they continue to meet AT&T's supplier requirements. AT&T encourages diversity suppliers to gain quality certifications such as ISO 9000 and TL9000 to remain on the competitive edge.

Another of the essential efforts within the AT&T Supplier Diversity Programs is AT&T's Prime Supplier Participation Program. AT&T's Prime Supplier Program helps its prime suppliers increase the utilization of minority, women and disabled-veteran owned businesses in its supply chain through subcontracting and value added reseller arrangements. The program specifically helps prime suppliers (a) establish or enhance their own supplier diversity programs; (b) develop an annual plan with AT&T outlining how the supplier can provide better business solutions by working with diverse companies; and (c) report quarterly results to AT&T showing progress towards the supplier's diversity goals.

AT&T also is an active corporate member in important organizations such as the National Minority Supplier Development Council, the Women's Business Enterprise National Council and the Association for Service Disabled Veterans. AT&T also holds memberships with numerous minority Chambers of Commerce that work to promote supplier diversity. AT&T also provides funding to support several executive management training programs for minority owned businesses. The programs funded are among the most highly-regarded, graduate-level executive training programs in the country, providing valuable coaching and tangible business benefits to suppliers.

IV. Information On Programs To Provide Technical Assistance To Such Businesses

AT&T provides information for minority owned businesses on its website at www.att.com. In addition, as set forth above, AT&T has an active mentoring process to encourage minority owned businesses to become suppliers of AT&T.

V. Statement Of Intent To Follow Its Minority Owned Business Participation Plan

Pursuant to this plan, AT&T Tennessee shall strive to maximize participation of minority owned businesses through both prime and second tier business contracting opportunities and shall strive to achieve a level of minority owned business participation representative of the population demographics of the state of Tennessee.

By January 31 of each year, AT&T Tennessee will prepare and submit an annual report to the Tennessee Regulatory Authority concerning AT&T Tennessee's minority owned business participation plan and compliance with such plan.

Appendix 2

Charter Communications



January 29, 2011

Mr. Arnold Reed
TRA
460 James Robertson Parkway
Nashville, TN 37243

Dear Mr. Reed,

Enclosed is Charter Communications Minority Vendor outreach program for 2010.

- Exhibit A represents the document we sent to existing vendors to identify Minority Vendors. To date, 463 vendors received the document, 116 met the Minority status.
- Exhibit B represents the letter we are sending to certified Minority Vendors supplied to us by the Tennessee Department of Economic and Community Development. Our hope is those contacted will respond and become part of our bid process.

Should you have any questions do not hesitate to contact me @ 865-273-2712.

Regards,

A handwritten signature in black ink that reads "Nick Pavlis".

Nick Pavlis
Director of Government Relations
Tennessee/Louisiana Operations

Enclosure: Exhibit A, B

Exhibit A



Charter
COMMUNICATIONS*

A WIRED WORLD COMPANY

10417 Wallace Alley St. Kingsport, TN 37663

VENDOR INFORMATION

Vendor Name

Address

City, State, Zip

Phone #

Email Address

Remit to Address
if different:

Remit to
City, State, Zip:

Fax #

Do you have an Internet Website? If so, please provide below:

Parent or Subsidiary? Yes No If Yes, please provide info below:

Type of Business:

- Corporation
- Government
- Limited Liability Company (LLC)
- Partnership
- Sole Proprietorship (Individual)

Minority Status:

*Please make sure
this section is
marked.

- African American Female
- African American Male
- Asian Indian Female
- Asian Indian Male
- Asian Pacific Female
- Asian Pacific Male

Exhibit A

- _____ Hispanic Female
- _____ Hispanic Male
- _____ Native American Female
- _____ Native American Male
- _____ Non Minority
- _____ White Female

Signature

Printed Name

Exhibit B

Dear [Potential Vendor]:

Charter Communications values doing business with vendors both large and small. We are also committed to doing business with as many vendors as possible located in Tennessee. With the assistance of the Department of Economic and Community Development we received your name as a vendor that Charter could potentially utilize for future services. If you have interest in becoming an approved vendor then please complete the following documents and submit to:

Nick Pavlis
Director of Government Relations
Charter Communications
1774 Henry G. Lane Street
Maryville, TN 37801

If your companies credentials match our qualifications we will contact you to participate in our bid process as your services are needed.

Thank you in advance for your interest and we look forward to your response and doing business with you in the future.

Regards,



Nick Pavlis
Director of Government Relations
Tennessee/Louisiana Operations

Appendix 3

Knology

January 27, 2011

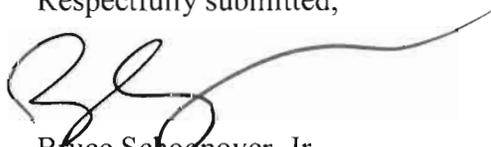
Mr. Arnold Reed
Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, Tennessee 37243

**Re: Annual Report on Compliance with Minority Business
 Participation Plan**

Dear Mr. Reed:

Pursuant to §7-59-313 of the Tennessee Code, please find Knology's Minority Owned Business compliance status report. As always, thank you in advance for your courtesies in this matter. Should you have any questions about the enclosed material, please don't hesitate to call me at (706) 645-3966.

Respectfully submitted,



Bruce Schoonover, Jr.
Director – Regulatory Affairs
Knology, Inc.

Enclosures

KNOLOGY, INC.

MINORITY OWNED BUSINESS PARTICIPATION PLAN

Pursuant to the Competitive Cable and Video Services Act, Public Chapter 932 (The "ACT" § 14, Knology, Inc. ("Knology")) submits this minority owned business participation plan (the "Plan").

I. PURPOSE

The purpose of the Competitive Cable and Video Services Act, Public Chapter 932 (the "Act") § 14 is to provide opportunities for minority-owned businesses to provide goods and services to video service providers. Knology is committed to the goals of § 14 of the Act and to taking steps to support the participation of minority-owned businesses in the video-cable industry. Knology will continue to work to provide opportunities for minority-owned businesses to compete for contracts and subcontracts for goods and services. Knology will make efforts in its procurement process to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to Knology of such opportunities. Knology will also seek to increase awareness of such opportunities so that companies not otherwise identified will have sufficient information to participate in the procurement process.

II. DEFINITIONS

Minority-Owned Business. Minority-owned business shall mean a business which is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls daily operations of such business, and who is impeded from normal entry into the economic mainstream because of race, religion, sex, or national origin and such business has annual gross receipts of less than \$4,000,000.

III. ADMINISTRATION

The Knology Plan will be overseen by the individual named below, hereinafter referred to as the Administrator. The Administrator of the Plan will be: Mr. Jason Clabo.

The Administrator's responsibilities will include:

- 1) Maintaining an updated Plan in full compliance with § 14 of the Act and the rules and orders of the Tennessee Regulatory Authority.
- 2) Ensuring policies and procedures necessary for the successful implementation of the Plan are in place.

- 3) Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of required annual updates.
- 4) Serving as the primary liaison to the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and small and minority-owned businesses to locate and use qualified minority-owned businesses.
- 5) Monitor development opportunities to use minority-owned business and encourage such businesses to participate in and bid on contracts and subcontracts.
- 6) Providing records and reports in any authorized surveys as require by the TRA.
- 7) Reviewing a record-keeping system to track qualified minority-owned businesses and efforts to use such businesses.
- 8) Reviewing information and educational activities within Knology to seek, encourage, and promote the use of minority-owned businesses.

In performance of the duties, the Administrator will utilize a number of resources, including:

Chambers of Commerce
The Tennessee Department of Economics and Community Development
Small Business Administration, Office of Minority Business
The National Minority Supplier Development Counsel
The National Association of Women Business Owners
The National Association of Minority Contractors
Historically Black Colleges, Universities, and Minority Institutions

The efforts to promote and ensure equal opportunities for small and minority-owned businesses are primarily spelled out in the Administrator's duties above. Additional efforts to provide opportunities to small and minority-owned businesses will include offering, where appropriate and feasible, minority-owned businesses assistance with technical, insurance, bonding, licensing, production, and deadline requirements.

Knology will maintain records of qualified minority-owned businesses and efforts to use the goods and services of such businesses. In addition, Knology will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this Plan.

Knology will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. Moreover, Knology will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority.

2010 MINORITY OWNED BUSINESS PARTICIPATION PLAN
ACTIVITY UPDATE

Knology currently uses five minority-owned Tennessee businesses as vendors. Knology spent approximately five hundred dollars (\$500) with these vendors during 2010. Knology will continue to stay in touch with the agencies listed in paragraph 8 of our plan as opportunities for contracts and subcontracts with our company arise.

Knology, Inc.

By: _____

A handwritten signature in black ink, appearing to be 'S. J. ...', written over a horizontal line.

Dated: _____

1/27/11

Appendix 4

Cable One



Watch us make you smile.

1314 N. THIRD STREET
THIRD FLOOR
PHOENIX, ARIZONA 85004
PH: 602 • 364 • 6000
FX: 602 • 364 • 6010

January 18, 2011

Tennessee Regulatory Authority
ATTN: Arnold Reed
460 James Robertson Parkway
Nashville, TN 37243

Re: Annual Report on Compliance With Minority Business Participation Plan

Dear Mr. Reed:

Pursuant to its state-issued Certificate of Franchise Authority, Cable One, Inc hereby submits the following report on compliance with its Minority-Owned Business Participation Plan. During the 2010 calendar year, Cable One did business with the following minority- owned businesses in the State of Tennessee.

<u>Vendor</u>	<u>Expenditure (\$)</u>
Daylight Donuts 1442 Hwy 51 Dyersburg, TN 38024 Phone: 731-285-9740 Owner: Rita Plewa (female)	\$789.82
Livingston Janitorial Services P. O. Box 398 Dyersburg, TN 38024 Phone: 731-825-0877 Owner: Chris Livingston (male minority)	\$4,360
SEZ SEW, Inc. P. O. Box 707 325 S. Mill Ave. Dyersburg, TN 38025 Owner: Betty Dennis (female) Phone 737-285-2120	\$271.72

In addition to local purchasing efforts, most Cable One purchasing is centrally managed from the company's Phoenix, AZ headquarters. A list of minority and female vendors used company-wide

Arnold Reed
Tennessee Regulatory Authority

January 18, 2011
Page 2

is also attached. Please do not hesitate to contact me at (602) 364-6195 if you require additional information on this matter.

Sincerely,



Emerson Yearwood
Associate General Counsel--Regulatory Affairs

cc: K. Wright

Hispanic Assoc. on Corp. Responsibility
Attn: Human Resources – Jobs
1444 I Street, NW
Suite 850
Washington, DC 20005

State Fair Community College
Sedalia, MO 65301

Indian Resources Development
New Mexico State University
Box 30001, Dept. 3 IRD
Las Cruces, NM 88003-8001

Southeast Missouri State University
Dept. of Mass Communications
One University Plaza, MS2750
Cape Girardeau, MO 63701

Native American Coalition of Tulsa
1740 W. 41st. Street
Tulsa, OK 74107

San Carlos Apache Tribe
Carilyn Bread
PO Box 0
San Carlos, AZ 85550

Tribal Employment Rights Organization
Joy McKenzie or Andy Patricio
PO Box 837
Sells, AZ 85634

Tucson Indian Center
Alma Aquirre
PO Box 2307
Tucson, AZ 85702-2307

Cal Chicano News Media Assoc.
USC School of Journalism
300 S. Grand Ave.
Los Angeles, CA 90071-8110

Western Iowa Communications College
PO Box 5199
4647 State Avenue
Sioux City, IA 51102

Peter Froehlich & Co.
PO Box 339
Weatherford, TX 76086

Minority Media & Telecommunications
Counsel
3636 16th. Street, NW B-366
Washington, DC 20010

American Women in Radio & TV, Inc.
1760 Old Meadow Rd., Suite 500
McLean, VA 22102

National Urban League, Inc.
120 Wall Street, Fl. 7
New York, NY 10005

Latin Americans for Social Economic
Development (LASED)
4138 W. Vernor Highway
Detroit, MI 48209

Connecticut Puerto Rican Forum
95 Park Street, 3rd. Floor
Hartford, CT 06106-2520

Nat'l Adademy of Television Arts and
Sciences
111 W. 57th. St. #1020
New York, NY 10019

Mississippi Minority Skills Bank
3825 Ridgewood Drive
Jackson, MS 39211

Network of Hispanic Communicators
Yolette Garcia
PO Box 222313
Dallas, TX 75222

National Puerto Rican Forum
95 Park Street
Hartford, CT 06106-2520

Nebraska Mexican/American Commission
State Capital
PO Box 94965
Lincoln, NE 68509

KRGV-TV – Rick Diaz
900 E. Expressway
Weslaco, TX 78596

Temple University
Career Center
220 Mitten Hall
1913 N. Broad Street
Philadelphia, PA 19122-6092

Rio Grande Assoc. of Hispanic Journalists
San Juan Center
1363 Main Street
Hartford, CT 06103

Tucson YMCA
PO Box 1111
Tucson, AZ 85702-1111

San Antonio Assoc. of Hispanic Journalists
Javier Rodriquez
PO Box 2171
San Antonio, TX 78297-2171

S A M A
95 Park Street
Hartford, CT 06106

Nat'l Assoc. of Negro Business & Pro.
Women's Club
1806 New Hampshire Ave. NW
Washington, DC 20009

NAACP
2160 N. 6th. Avenue
Tucson, AZ 85705

Nat'l Assoc. of Black Journalists (NABJ)
525 W. Broadway
Louisville, KY 40202

Tucson Urban League
Marilyn Sullivan
2305 S. Park Avenue
Tucson, AZ 85713

KSAT-TV
Chad Craig
1408 St. Mary
San Antonio, TX 78215

Broward Community College
North Campus-Provost
National Council on Black American Affairs
1000 Coconut Creek Blvd
Coconut Creek, FL 33066

Japanese American Citizens League
1765 Suter Street
San Francisco, CA 94115

Virginia Union University
Personnel Office
1500 N. Lombardy Street
Richmond, VA 23220

Asian American Studies
Dept. of Ethnic Studies
University of California Berkeley
3407 Dwinelle Hall
Berkeley, CA 94720

NCNW-GAMS
Attn: HR Department
P.O. Box 55158
Atlanta, GA 30308

Mississippi University of Women
1100 College Street, W – 1603
Columbus, MS 39701- 5800

Nat'l Assoc. of University Women
1001 East Street SE
Washington, DC 20003-2847

Cleveland Institute of Electronics
1776 E. 17th. Street
Cleveland, OH 44114

WICI Jobline
3031 Iroquois
Detroit, MI 48214

Central Missouri State College
Warrenburg, MO 64093

Grambling State University
Personnel Office
Grambling, LA 71245

Southwest Missouri State University
901 S. National Avenue
Springfield, MO 65804

Florida A & M University
Personnel Office
Tallahassee, FL 32307

Kentucky State University
Personnel Office
Frankfort, KY 40601

Hampton University
Career Planning Director
Hampton, VA 23668

Iowa State University
Director of Placement
Dept. of Journalism & Mass Comm.
Ames, IA 50011

Medaill College
Job Placement
18 Agassiz Circle
Buffalo, NY 14214

Lawson State Community College
Personnel Office
3060 Wilson Rd. SW
Birmingham, AL 35221

Lincoln University
Personnel Office
1570 Baltimore Pike
Lincoln University, PA 19352

Cassata Learning Center
1400 Hemphill
Fort Worth, TX 76104

Morgan State University
Personnel Office
Cold Spring Lane & Hillen Road
Baltimore, MD 21239

Paine College
Personnel Office
1235 15th. Street
Augusta, GA 30910

HCROA
Attn: Human Resources
10 Chestnut Street
Salem, MA 01970

University of Illinois at Springfield
Television Office
One University Plaza
Springfield, IL 62703

S.I. Newhouse School of Public Comm.
Alumni Relations & Career Develop.
215 University Place
Syracuse, NY 13244-2100

Hispanic Assoc. on Corp. Responsibility
Attn: Human Resources – Jobs
1444 I Street, NW
Suite 850
Washington, DC 20005

Appendix 5

Highland Telephone Cooperative



Technology For You

7840 Morgan County Hwy.
P.O. Box 119
Sunbright, TN 37872

January 27, 2011

EMAIL
HIGHLAND@HIGHLAND.NET

voice 423/628 2121
423/663 3939
606/376 5311

Fax 423/628 2409

Mr. Arnold Reed
Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, TN 37243

F. L. Terry
MANAGER

***RE: Minority Owned Business Participation Report of
Highland Telephone Cooperative, Inc.***

Ernest A. Petroff
ATTORNEY

Dear Mr. Reed:

DIRECTORS

James E. Terry
PRESIDENT

JoAn Haynes
VICE PRESIDENT

Clara Terry
SECRETARY-TREASURER

Mickey Bingham

Jan Byrd

Loma Denney

David Freytag

Shelva Jo Jones

Sam Strunk

John Tate

Jerry Williams

Pursuant to Tennessee Code Annotated §7-59-313(d), Highland Telephone Cooperative, Inc. ("Highland") hereby submits its annual report to the Tennessee Regulatory Authority regarding its minority owned business participation plan. Highland has complied with its minority owned business participation by taking steps to implement the plan consistent with its statutory obligations.

Highland has contacted several applicable agencies and organizations to benefit from their resources and to work with them to achieve the goals of the company's minority owned business participation plan. First, Highland reached out to the Governor's Office of Diversity Business Enterprise ("DBE") within the Tennessee Department of General Services. The DBE provides MBE/WBE/SDVBE/SBE certification to companies to enhance their eligibility to bid on state contracts.

While Highland is not a state agency and cannot advertise requests for proposals through this department, DBE maintains a public database of all of the companies for which it has provided certification. Highland is in the process of reviewing this database to identify companies that may be qualified to bid on potential present and future contracts. When Highland completes this review of certified firms in conjunction with its own third-party vendor

needs, it will contact those firms to make them aware of Highland's potential needs and the process for providing relevant information to the company.

Second, Highland has recently become aware of the work being done by the Tennessee Minority Supplier Development Council ("TMSDC"), a privately funded not-for-profit organization that helps to build partnerships between minority-owned businesses and major corporations doing work in Tennessee. In order to avail itself of TMSDC's assistance, Highland must first become a corporate member of this organization. Highland is in the process of obtaining information from TMSDC to determine whether becoming a corporate member would improve in a meaningful way Highland's ability to reach minority-owned businesses doing work relevant to Highland's needs.

Third, Highland has contacted numerous other state agencies and private organizations to learn what, if any, programs currently exist to help connect communications companies to minority owned contractors and subcontractors. The organizations that were contacted by Highland include, but are not limited to, the following: Tennessee Department of Economic and Community Development, Tennessee Department of Labor and Workforce Development, Memphis Area Minority Contractors Association, and the Black Business Association of Memphis.

In addition to working with the organizations identified above, as part of Highland's minority-owned business participation plan, the company continues to monitor opportunities to utilize minority owned businesses and encourage qualified minority owned businesses to bid on available work. Highland also maintains a record keeping system to track communications with applicable agencies and organizations as well as known minority-owned businesses.

Highland is committed to the objectives stated in Section 313 of the Tennessee Competitive Cable and Video Services Act, T.C.A. §7-59-313, and strives to promote participation of minority owned businesses through the activities outlined above. Thank you for the opportunity to submit this information to the TRA. Should you need any additional information

regarding Highland and its minority owned business participation plan, please do not hesitate to contact us.

Sincerely,


F. L. Terry
General Manager

Appendix 6

Comcast



RECEIVED

JAN 31 2011

TN REGULATORY AUTHORITY
UTILITIES DIVISION

Comcast Cable
600 Galleria Parkway
Suite 1100
Atlanta, GA 30339

VIA FACSIMILE & OVERNIGHT MAIL

January 28, 2011

Mr. Arnold Reed
Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, TN 37243

Re: Minority Owned Business Plan Annual Report

Pursuant to Section 7-59-313 (d) of The Competitive Cable and Video Services Act, Comcast Cable Communications Management, LLC ("Comcast") submits this annual report on its Minority Owned Business Participation Plan ("Plan") performance.

Enclosed is a copy of the Plan which was filed as Exhibit E to Comcast's original applications for state-issued certificates of franchise authority dated February 13, 2009, and September 14, 2009, respectively.

Comcast continues to comply with the Plan. For 2010, 14.2% of the total supplier expenditures made by the Comcast operating entities holding state certificates were to diverse vendors.

Sincerely,

John C. Barrett
Regional Senior Vice President
Mid-South & West Palm Regions

enc.

cc: Douglas Wells
Tim Gage
John Gauder
Valerie Gillespie
Russell Byrd

RECEIVED

JAN 31 2011
TN REGULATORY AUTHORITY
UTILITIES DIVISION

MINORITY-OWNED BUSINESS PREPARATION PLAN

Comcast hereby sets forth its business plan for actively soliciting bids from minority-owned businesses and awarding contracts to such businesses when establishing, providing or expanding cable services and related support facilities in Tennessee. This business plan includes information regarding promoting, increasing, and improving the quality of the overall participation of minority, women, and service-disabled veteran-owned business enterprises in its purchases of materials and services.

1. TERMS AND TERMINOLOGY

For purposes of this plan, unless the context otherwise requires:

- A. "Comcast" refers to the Comcast entities listed in Exhibit A to the Application. Except where otherwise indicated, the information in this Plan is provided with respect to Comcast as a whole.
- B. "Minority-Owned Business(es)" means a business that is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual(s) who personally manages and controls the daily operations of such business and who is impeded from normal entry into the economic mainstream because of:
 - 1) past practices of discrimination based on race, religion, ethnic background, or sex including, but not limited to, women;
 - 2) a disability as defined in T.C.A. Section 4-26-201 including, but not limited to, disabled veterans; or
 - 3) past practices of racial discrimination against African-Americans.
- C. "Minority-Owned Business Participation Plan" means a business plan for actively soliciting bids from Minority-Owned Businesses and awarding contracts to such businesses when establishing, providing or expanding cable services and related support facilities. Such Plan includes the following information:
 - 1) A proposal for purchasing goods and services from Minority-Owned Businesses;
 - 2) Information on programs to provide technical assistance to such businesses; and
 - 3) A statement of intent to follow its Minority-Owned Business Plan.

2. SUPPLIER DIVERSITY POLICY STATEMENT

Qualified, dependable, diverse partners provide Comcast with the goods and services needed to continue growing and serving our customers. Small and diverse suppliers provide us with new perspectives, insights, and understandings that enable us to innovate, compete, and tailor our business to existing and emerging markets. Comcast believes that small and diverse suppliers, who instill competitiveness into the bidding process, make all of our vendors work harder to give us their best possible product. Ultimately, our diverse supplier partnerships

empower both parties to create jobs, strengthen communities, and build value for our shareholders. As such, it is the policy of Comcast:

- A. to promote, increase, and improve the quality of the overall participation of minority, women, veteran, and service-disabled veteran-owned business enterprises in its purchases of materials and services;
- B. to provide maximum practical opportunity to minority, women, veteran, and disabled veteran-owned business enterprises to participate as suppliers of materials and services to Comcast; and
- C. to encourage subcontracting opportunities for minority, women, veteran, and disabled veteran-owned business enterprises by requiring Supplier Diversity Participation Plans from its prime suppliers.

3. PROPOSAL FOR PURCHASING GOODS AND SERVICES FROM MINORITY-OWNED BUSINESSES

Comcast promotes the purchasing of goods and services from Minority-Owned Businesses through its comprehensive Small and Minority Owned Business Preparation Plan which incorporates the following:

- A. Comcast employs a full-time Senior Manager of Supplier Diversity who reports to Comcast's Executive Director of Procurement. This individual is responsible for coordinating and managing Comcast's supplier diversity program and providing leadership, relationship management, and tactical direction to vendors looking to conduct business with Comcast.
- B. Comcast employs Directors of Purchasing along with procurement support staff in each of Comcast's four operating divisions who actively participate in advancing Comcast's supplier diversity initiatives and who are responsible for encouraging the inclusion of minority-owned vendors in the competitive bid process accomplished through the use of the following tactics:
 - 1) Training programs for procurement personnel that emphasize the importance of diversity initiatives and techniques to find qualified minority-owned suppliers to compete on bid opportunities.
 - 2) Establishment of supplier diversity goals.
 - 3) Development and use of a "score card" to measure actual versus goal for supplier diversity efforts.
 - 4) Partner with minority-owned and women business organizations. (See Section 4, below)
 - 5) Regularly update external communications regarding supplier diversity.
- C. To assist potential vendors in determining their eligibility to participate in Comcast's Supplier Vendor Diversity Program, Comcast publishes the Program's criteria and qualifications on its website, www.comcast.com.¹

¹ Comcast's "Criteria and Qualifications document can be accessed on the web using the following link: <http://www.comcast.com/corporate/about/diversity/suppliers/criteria.html>

4. BUSINESS PARTNERSHIP INITIATIVES

Comcast is partnering with the following organizations, in an effort to identify qualified Minority-Owned Businesses.

- A. National Minority Supplier Diversity Council (“NMSDC”): Comcast is a national member of this organization. Additionally, we partner with eight of the local councils in order to find qualified minority-owned businesses with which to partner.
- B. Women’s Business Enterprise National Council (“WBENC”): Comcast actively participates with WBENC nationally, Additionally, we partner with six local councils in order to find qualified women-owned business with which to partner.
- C. Women in Cable and Telecommunications (“WICT”): This is a cable-specific organization that assists Comcast in identifying and developing female leaders within the cable & telecommunications industries.
- D. National Association for Minorities in Cable (“NAMIC”): This is a cable-specific organization that assists Comcast in identifying and developing minority leaders within the cable industry.
- E. National Veteran Owned Business Association (“NaVOBA”)
- F. Walter Kaitz Foundation: advocates for diversity in the cable and telecommunications industries. Comcast is an annual sponsor of the Walter Kaitz Fundraising Dinner and the Supplier Diversity Connection seminars at the National Cable Television Association (“NCTA”) and Society of Cable Television Engineers (“SCTE”) conferences.
- G. National Association of Women Business Owners (“NAWBO”).
- H. Comcast also partners with numerous Chambers of Commerce that work to support supplier diversity.
- I. Member of Mid-South Minority Business Council which provides access to their database of certified minority-owned businesses.
- J. Member of Memphis Chapter of Black Business Association (“BBA”)
- K. Member of Memphis Chapter of Hispanic Business Alliance (“HBA”).

5. STATEMENT OF INTENT TO FOLLOW THE MINORITY-OWNED BUSINESS PARTICIPATION PLAN

Pursuant to this plan, Comcast shall strive to maximize participation of Minority-Owned Businesses through both prime and second tier contracting opportunities and shall strive to achieve a level of minority business participation representative of the population demographics of the state of Tennessee. On or before January 31 of each year, Comcast will prepare and submit an annual report to the Tennessee Regulatory Authority concerning Comcast’s Minority-Owned Business Participation Plan and compliance with such plan.

Inquiries concerning this Plan may be directed to the Plan Administrator:

Ajamu Johnson
Comcast Cable
One Comcast Center
Philadelphia, PA 19103
(215) 286-4052

Appendix 7

Electric Power Board of Chattanooga



January 12, 2011

Tennessee Regulatory Authority
ATTN: Arnold Reed
460 James Robertson Parkway
Nashville, TN 37243

RE: Annual report on compliance with minority business participation plan

Dear Mr. Reed:

Pursuant to the requirements of T.C.A. §7-59-313, please find enclosed Electric Power Board's report regarding compliance with the minority owned business plan. For your convenience, I am also enclosing a copy of EPB's Minority Business Participation Plan.

If you have any questions or concerns, please feel free to contact me at (423) 648-1391 or via e-mail at webbad@epb.net.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Aaron D. Webb'. The signature is fluid and cursive.

Aaron D. Webb
Vice President-Legal Services
Electric Power Board of Chattanooga

enclosure



2011 Annual Report
Minority Business Participation Plan Compliance
Competitive Cable and Video Services Act

On March 23, 2010, the Electric Power Board of Chattanooga filed an application for a state-issued certificate of franchise authority with the Tennessee Regulatory Authority. As required by the Competitive Cable and Video Services Act, EPB submitted a Minority Owned Business Participation Plan with the application. On March 30, 2010, TRA approved EPB's application.

EPB is proud to support minority and women owned companies within the Tennessee area for many years. EPB's Minority and Women Owned Business Development Program has five (5) key objectives:

- (1) Identify goods and services for which minority and women owned businesses have the capability of becoming a source of supply;
- (2) Seeking out minority and women owned businesses capable of supplying goods and services for EPB's operations;
- (3) Using minority and women owned business whenever possibly in order to increase the volume of expenditures into the minority business community;
- (4) Nurturing minority and women owned businesses and help them to become competitive, viable and self-sustaining enterprises; and
- (5) Foster relationships within the minority and women owned business community.

EPB has designated a Manager to oversee its Minority and Women Owned Business Development Program, and that Manager works with the Purchasing Department and members of leadership to ensure the continual success of the program. In 2010, EPB's Fiber Optics Division did business with five (5) minority and women owned companies throughout Tennessee and spent in excess of One Million Dollars (\$1,000,000.00) in these business endeavors.

As always, EPB Fiber Optics will continue to seek out qualified minority and women owned businesses to support and utilize, and find ways to increase opportunities for minority and women owned businesses in the future.

Appendix 8
Twin Lakes Communications, Inc.



P.O. Box 696
Gainesboro, TN 38562-0696
Telephone 931/476-2151

RECEIVED

MAR 03 2011

TN REGULATORY AUTHORITY
UTILITIES DIVISION

March 2, 2011

Tennessee Regulatory Authority
ATTN: Arnold Reed
460 James Robertson Parkway
Nashville, TN 37243

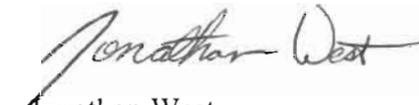
Dear Mr. Reed:

In re: TCA 65-5-212 Small and Minority-Owned Telecommunications
Business Participation Plan

Our existing Small and Minority-Owned Telecommunications Business
Participation Plan for 2011 is unchanged from 2010. We are enclosing an original and one copy
for your convenience.

Very truly yours,

TWIN LAKES COMMUNICATIONS INC


Jonathan West,
General Manager and CEO

JW/ef

Enclosures (2)

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MAR 03 2011

TN REGULATORY AUTHORITY
UTILITIES DIVISION

TWIN LAKES TELECOMMUNICATIONS INC.

SMALL AND MINORITY-OWNED TELECOMMUNICATIONS

BUSINESS PARTICIPATION PLAN

April 2011

Pursuant to T.C.A. §65-5-212, as amended, Twin Lakes Communications, Inc. (“TLCI) submits this small and minority-owned Telecommunications business participation plan (the “Plan”).

I. PURPOSE

The purpose of §65-5-212 is to provide opportunities for small and minority-owned businesses to provide goods and services to Telecommunications service providers. TLCI is committed to the goals of §65-5-212 and to taking steps to support the participation of small and minority-owned Telecommunications businesses in the Telecommunications industry. TLCI will endeavor to provide opportunities for small and minority-owned Telecommunications businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, TLCI will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to TLCI of such opportunities. TLCI representatives have already contacted the Department of Economic and Community Development, the administrator of the small and minority-owned Telecommunications assistance program, to obtain a list of qualified vendors. Moreover, TLCI will seek to increase awareness of such opportunities so that companies not otherwise identified will have sufficient information to participate in the procurement process.

II. DEFINITIONS

As defined in §65-5-212.

Minority-Owned Business. Minority-owned business shall mean a business which is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls daily operations of such business, and who is impeded from normal entry into the economic mainstream because of race, religion, sex or national origin and such business has annual gross receipts of less than four million dollars (\$4,000,000).

Small Business. Small Business shall mean a business with annual gross receipts of less than four million dollars (\$4,000,000).

III. ADMINISTRATION

TLCI's Plan will be overseen and administered by the individual named below, hereinafter referred to as the Administrator, who will be responsible for carrying out and promoting TLCI's full efforts to provide equal opportunities for small and minority-owned businesses. The Administrator of the Plan will be:

Jonathan West
Twin Lakes Communications, Inc.
P.O. Box 696
Gainesboro, TN 38562
(931) 268-2151

The Administrator's responsibilities will include:

- (1) Maintaining an updated Plan in full compliance with §65-5-212 and the rules and orders of the Tennessee Regulatory Authority.
- (2) Establishing and developing policies and procedures necessary for the successful implementation of the Plan.

- (3) Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of required annual updates.
- (4) Serving as the primary liaison to and cooperate with the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and small and minority-owned businesses to locate and use qualified small and minority-owned businesses as defined in §65-5-212.
- (5) Searching for and developing opportunities to use small and minority-owned businesses and encouraging such businesses to participate in and bid on contracts and subcontracts.
- (6) Providing records and reports and cooperate in any authorized surveys as required by the Tennessee Regulatory Authority.
- (7) Establishing a record-keeping system to track qualified small and minority-owned businesses and efforts to use such businesses.
- (8) Providing information and educational activities to persons within TLCI and training such persons to seek out, encourage, and promote the use of small and minority-owned businesses.

In performance of these duties, the Administrator will utilize a number of resources, including:

Chambers of Commerce
The Tennessee Department of Economic and Community Development
The United States Department of Commerce
 Small Business Administration
 Office of Minority Business
The National Minority Supplier Development Counsel
The National Association of Women Business Owners
The National Association of Minority Contractors
Historically Black Colleges, Universities, and Minority Institutions

The efforts to promote and ensure equal opportunities for small and minority-owned businesses are primarily spelled out in the Administrator's duties above.

Additional efforts to provide opportunities to small and minority-owned businesses will include offering, where appropriate and feasible, small and minority-owned businesses assistance with technical, insurance, bonding, licensing, production, and deadline requirements.

IV. RECORDS AND COMPLIANCE REPORTS

TLCI will maintain records of qualified small and minority-owned business and efforts to use the goods and services of such businesses. In addition, TLCI will maintain records of education and training activities conducted or attended and of the internal procurement procedures adopted to supports this plan.

TLCI will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. Moreover, TLCI will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority.

Twin Lakes Communications Inc.

By: Jonathan West
Jonathan West,
General Manager and CEO

Date: 3-2-2011

Appendix 9

North Central Telephone Cooperative



NORTH CENTRAL
TELEPHONE
COOPERATIVE

Tennessee Regulatory Authority
ATTN: Arnold Reed
460 James Robertson Parkway
Nashville, Tennessee 37243

Via US Mail

Re: Annual report on compliance with minority and business participation plan

December 16, 2010

Dear Mr. Reed:

This letter is in response to the December 9, 2010 letter from Jerry Kettles seeking a report of North Central Telephone Cooperative's ("NCTC") compliance with T.C.A. §7-59-313 as a holder of a state-issued certificate of Franchise Authority.

NCTC applied for its franchise on August 2, 2010 and was awarded its authority on September 23, 2010. A copy of the company's minority and business participation plan was filed as Exhibit C of that application and is included here.

NCTC has yet to initiate its offering of services and accordingly has had little opportunity to implement the goals of its plan. We remain confident that our plan meets the expectations of T.C.A. §7-59-313 and ongoing compliance with the plan has been included in the performance expectations of our Human Resources department.

Sincerely,

Nancy J. White
President and CEO

Enclosures

Exhibit C of Franchise Application filed August 2, 2010

North Central Telephone Cooperative

Minority-owned Business Participation Plan

Pursuant to T.C.A. §7-59-313, as amended, North Central Telephone Cooperative (“NCTC”) submits this minority-owned business participation plan (the “Plan”) along with its Application of North Central Telephone Cooperative for a State-Issued Certificate of Franchise Authority in Tennessee.

I. Purpose

The purpose of §7-59-313 is to provide opportunities for minority-owned businesses to provide goods and services to video and cable service providers. NCTC is committed to the goals of §7-59-313 and to taking steps to support the participation of minority-owned businesses in the video and cable industry. NCTC will endeavor to provide opportunities for minority-owned businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, NCTC will make efforts to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to NCTC of such opportunities to do so. NCTC will seek to increase awareness of such opportunities so that companies not otherwise identified will have sufficient information to participate in the procurement process.

II. Definitions

As defined in §7-59-313.

Minority-Owned Business: Minority-owned business shall mean a business which is solely owned, or at least fifty-one percent (51%) of the assets or outstanding stock of which is owned, by an individual who personally manages and controls daily operations of such business, and who is impeded from normal entry into the economic mainstream because of race, religion, sex, national origin, or disability.

III. Administration

NCTC’s Plan will be overseen and administered by the individual named below, hereinafter referred to as the Administrator, who will be responsible for carrying out and promoting NCTC’s full efforts to provide equal opportunities for small and minority-owned businesses. The Administrator of the Plan will be:

Human Resources Manager
North Central Telephone Cooperative
872 Highway 52 By Pass East, PO Box 70
Lafayette, TN 37083
Telephone: 615-666-2151; fax: 615-666-6244

The Administrator’s responsibilities will include:

1. Maintaining an updated Plan in full compliance with §7-59-313 and the rules and orders of the Tennessee Regulatory Authority.

III. Administration (continued)

2. Establishing and developing policies and procedures necessary for the successful implementation of the Plan.
3. Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of updates as may be required.
4. Serving as the primary liaison to and cooperate with the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and small and minority-owned businesses to locate and use qualified small and minority-owned businesses as defined in §7-59-313.
5. Searching for and developing opportunities to use minority-owned businesses and encouraging such businesses to participate in and bid on contracts and subcontracts.
6. Providing records and reports and cooperating in any authorized surveys as required by the Tennessee Regulatory Authority.
7. Establishing a record-keeping system to track qualified minority-owned businesses and efforts to use such businesses.
8. Providing information and educational activities to persons within NCTC and training such persons to seek out, encourage, and promote the use of small and minority-owned businesses.

In performance of these duties, the Administrator will utilize a number of resources, including:

- Chambers of Commerce
- The Tennessee Department of Economic and Community Development
- The United States Department of Commerce
- Small Business Administration
- Office of Minority Business
- The National Minority Supplier Development Counsel
- The National Association of Women Business Owners
- The National Association of Minority Contractors
- Historically Black Colleges, Universities, and Minority Institutions

The efforts to promote and ensure equal opportunities for small and minority-owned businesses are primarily spelled out in the Administrator's duties above. Additional efforts to provide opportunities to small and minority-owned businesses will include offering, where appropriate and feasible, small and minority-owned businesses assistance with technical, insurance, bonding, licensing, production, and deadline requirements.

IV. Records and Compliance Reports

NCTC will maintain records of qualified minority-owned business and efforts to use the goods and services of such businesses. In addition, NCTC will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this plan.

NCTC will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan when requested. Moreover, NCTC will cooperate fully with surveys and studies required by the Tennessee Regulatory Authority.