



Competitive Cable & Video Services Act Minority Owned Business Participation Plan Report For 2019



TENNESSEE PUBLIC UTILITY COMMISSION
NOVEMBER 2020

TENNESSEE PUBLIC UTILITY COMMISSION

Earl R. Taylor, Executive Director
(615) 741-0917



Andrew Jackson State Office Bldg.
502 Deaderick Street, 4th Floor
Nashville, TN 37243-0001

November 18, 2020

The Honorable Bill Lee
Governor

Dear Governor Lee:

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. § 7-59-301 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 2019. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Earl Taylor".

Earl R. Taylor
Executive Director

C: Chief Clerk of the House Tammy Letzler
Chief Clerk of the Senate Russell Humphrey

TENNESSEE PUBLIC UTILITY COMMISSION

Earl R. Taylor, Executive Director
(615) 741-0917



Andrew Jackson State Office Bldg.
502 Deaderick Street, 4th Floor
Nashville, TN 37243-0001

November 18, 2020

Russell Humphrey
Chief Clerk of the Senate

Dear Chief Clerk Humphrey:

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. § 7-59-301 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 2019. Please feel free to contact me with any questions.

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Earl R. Taylor
Executive Director

C: Governor Bill Lee
Chief Clerk of the House Tammy Letzler

TENNESSEE PUBLIC UTILITY COMMISSION

Earl R. Taylor, Executive Director
(615) 741-0917



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502 Deaderick Street, 4th Floor
Nashville, TN 37243-0001

November 18, 2020

Tammy Letzler
Chief Clerk of the House

Dear Chief Clerk Letzler:

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. § 7-59-301 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 2019. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Earl Taylor".

Earl R. Taylor
Executive Director

C: Governor Bill Lee
Chief Clerk of the Senate Russell Humphrey

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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 Public Utility Commission 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 2019, the Tennessee Public Utility Commission has granted 25 state-issued certificates of franchise authority. In 2019, the Commission granted one franchise. One provider indicated that it no longer provides service. One provider was acquired by another state-issued franchise holder. Each franchise holder submitted its statutorily required report concerning its small and minority owned business participation plan. Below are some highlights.

1. BellSouth Telecommunications, Inc. d/b/a AT&T Tennessee provided a copy of its Small and Minority Owned Business Plan.
2. Charter Communications submitted a copy of its Minority Vendor outreach program, which includes a qualifying form sent to 427 vendors, 86 of which met Minority status. Charter also supplied a letter that it is sending to certified Minority vendors that was supplied by the Tennessee Department of Economic & Community Development.
3. Knology d/b/a WOW! Internet, Cable and Phone, spent approximately \$19,000 during 2019 with 12 small or minority-owned Tennessee vendors.
4. Cable One indicated that it spent a total of \$8,180 with 6 minority-owned vendors in Tennessee.
5. Highland Telephone Cooperative provided a copy of its Minority Owned Business Participation Plan and indicated that its plan continues in force and effect as a policy of the Cooperative.
6. Comcast indicated that it continues to comply with its plan and notes that it spent 19% of its total supplier expenditures by for operating entities in areas covered by a state-issued franchise with diverse vendors in 2019.
7. The Electric Power Board of Chattanooga ("EPB") indicated that its Fiber Optics Division conducted business with 18 minority-owned Tennessee companies and spent in excess of \$3.1 million with these companies.
8. Twin Lakes Communications, Inc. states that it continues to comply with its Minority-Owned Telecommunications Business Participation Plan, a copy of which it submitted with its response.

³ Tenn. Code Ann. § 7-59-313(d).

9. North Central Telephone Cooperative stated that it continues to adhere to the Minority-Owned Business Participation Plan.
10. TDS Telecom Service Corporation submitted a copy of its Minority-Owned Business Participation Plan.
11. Spring City Cable TV, Inc. submitted a copy of its Minority-Owned Business Participation Plan.
12. United Communications stated that there were no changes to its plan in 2019 and that the plan remains in place.
13. West Kentucky Rural Telephone Cooperative Corporation submitted a copy of its Minority-Owned Business Participation Plan.
14. Millington CATV ("MCATV") provided a copy of its Minority-Owned Business Participation Plan and notes that, in 2019, it paid Minority-Owned businesses \$59,000.
15. Community Television Company ("CTC") stated that it implemented and is in compliance with the Minority-Owned Business Participation Plan included in its application for a state issued certificate of franchise authority.
16. InfoStructure Inc. supplied a copy of letter that it is sending to certified Minority vendors that was supplied by the Tennessee Department of Economic & Community Development.
17. Google Fiber stated that it continues to comply with the Minority-Owned Business Participation Plan. Google Fiber noted that approximately 47% of total supplier expenditures in the franchised area went to diverse vendors.
18. Crystal Clear Technologies stated that its Minority-Owned Business Participation Plan is in effect as the policy of the company.
19. SVE Connect provided a copy of its Minority-Owned Business Participation Plan.
20. Holston Connect provided a copy of its Minority-Owned Business Participation Plan.
21. Gibson Connect indicated that it is committed to fulfilling the requirements of its Minority-Owned Business Plan.
22. Meriwether Lewis Connect provided a copy of its Minority-Owned Business Participation Plan.
23. Johnson City Energy Authority d/b/a/ BrightRidge submitted a copy of its Minority-Owned Business Participation Plan.

Appendix 1

AT&T



AT&T

Dennis Wagner
Director - External & Legislative Affairs

AT&T Tennessee
333 Commerce Street
Suite 2102
Nashville, TN 37201-1800

T: 615.214.4066
F: 615.214.8867
dennis.wagner@att.com
www.att.com

January 30, 2020

Mr. Jerry Kettles
Director, Economic Analysis
Tennessee Public Utility Commission
502 Deaderick Street – 4th Floor
Nashville, TN 37243

Re: *Small and Minority-Owned Telecommunications Business Participation Plan*

Dear Mr. Kettles:

In response to your e-mail reminder of January 13, 2020 to BellSouth Telecommunications, LLC, attached is the Small and Minority-Owned Telecommunications Business Plan for the following AT&T entities:

BellSouth Telecommunications, LLC d/b/a AT&T Tennessee
BellSouth Long Distance, LLC
SBC Long Distance, LLC
AT&T Corp (f/k/a AT&T Communications of the South Central States)
Teleport Communications America, LLC (f/k/a TCG MidSouth, Inc.)

Please feel free to contact me if you have any questions.

Very truly yours,

Dennis Wagner

**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 Supplier Diversity Program

AT&T promotes the purchasing of goods and services from minority owned businesses through its extensive AT&T Supplier Diversity Program. Supplier Diversity Managers at AT&T assist current and potential diversity suppliers with 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 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 cloud computing, wireless, 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 – 1) Supplier development of minority suppliers; 2) Tier 2 subcontracting with AT&T's prime suppliers; and outreach participation with diversity organizations.

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 Supply Chain Managers work closely with minority suppliers to identify business opportunities. AT&T provides coaching and mentoring to its strategic diversity firms to ensure they continue to meet AT&T's supplier requirements.

Another essential effort within the AT&T Supplier Diversity Programs is the AT&T Prime Supplier 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. In addition, the program helps prime suppliers (a) establish or enhance their own supplier diversity programs; (b) develop an annual plan outlining how the supplier will provide better business solutions subcontracting 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 National Veterans Business Development Council. Also, AT&T holds memberships with numerous minority Chambers of Commerce that work to promote supplier diversity. AT&T 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. Business Development Program

The AT&T Supplier Diversity has a business development program that encompass technical and development forums and workshops targeted to micro, small, medium and large certified diverse businesses.

The technical and business development programs assist minority-owned businesses with refining business plans, developing business strategies, establishing achievable targets and helping them compete more successfully in a global supply chain. Highlighted below is a summary of the program created and/or supported by the AT&T Global Supplier Diversity team.

Supplier Development & Outreach: Education seminars and business development workshops reaching diverse suppliers throughout the country.

Executive Scholarships: Executive level scholarships to attend high-quality education programs for diverse business leaders – helping them in their pursuit of operational excellence.

Mentoring Programs: Designed to help minority, women and disabled veteran owned businesses enhance their company by improving their operations and increasing their ability to win corporate contracts. In-depth discussions, mentoring, business reviews and one-on-one meetings are provided to help businesses move to the next level.

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 tier two 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.

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 31, 2020

Tennessee Public Utility Commission
ATTN: Jerry Kettles
502 Dederick Street, 4th Floor
Nashville, TN 37243

Dear Mr. Kettles:

Enclosed is Charter Communications Minority Vendor outreach program for 2019.

- Exhibit A represents the document we sent to existing vendors to identify Minority Vendors. To date, 427 vendors received the document, 161 have responded, and 86 of those 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 they will respond and become part of our bid process.

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

Regards,

A handwritten signature in blue ink that reads "Nick Pavlis". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Nick Pavlis
Director of Government Relations
Tennessee Operations

Enclosure: Exhibit A, B

Exhibit A



10417 Wallace Alley St. Kingsport, TN 37663

VENDOR INFORMATION

Vendor Name	
Address	Remit to Address if different:
City, State, Zip	Remit to City, State, Zip:
Phone #	Fax #
Email Address	
Do you have an Internet Website? If so, please provide below:	
Parent or Subsidiary? <input type="checkbox"/> Yes <input type="checkbox"/> 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 17, 2020

Via Electronic Mail
jerry.kettles@tn.gov

Mr. Jerry Kettles
Tennessee Public Utility Commission
502 Deaderick Street, 4th Floor
Nashville, Tennessee 37243

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

Dear Mr. Kettles:

Pursuant to §7-59-313 of the Tennessee Code, please find Knology's (dba WOW! Internet, Cable and Phone) 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) 634-1600. Please note change in contact information.

Respectfully submitted,

A handwritten signature in black ink that reads "Susan L. Otto".

Susan Otto
Regulatory Compliance Analyst
WOW! Internet, Cable and Phone
(706)634-1600 Fax: (706)645-8169
Susan.otto@wowinc.com

Enclosures

Knology of Tennessee, Inc. dba WOW! Internet, Cable and Phone

MINORITY OWNED BUSINESS PARTICIPATION PLAN

Pursuant to the Competitive Cable and Video Services Act, Public Chapter 932 (The "ACT" § 14, Knology of Tennessee, Inc. dba WOW! Internet, Cable and Phone ("WOW!")) 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. WOW! 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. WOW! will continue to work to provide opportunities for minority-owned businesses to compete for contracts and subcontracts for goods and services. WOW! 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 WOW! of such opportunities. WOW! 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 WOW! Plan will be overseen by the individual named below, hereinafter referred to as the Administrator. The Administrator of the Plan will be: Mr. Artney Dennis.

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 WOW! 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.

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

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

2019 MINORITY OWNED BUSINESS PARTICIPATION PLAN
ACTIVITY UPDATE

WOW! currently uses twelve small or minority-owned businesses as vendors. WOW! spent approximately nineteen thousand dollars (\$19,000) with these vendors during 2019. WOW! will continue to stay in touch with the agencies listed in our plan as opportunities for contracts and subcontracts with our company arise.

WOW! Internet, Cable and Phone

By: Susan L. Otto

Dated: 01-17-2020

Appendix 4

Cable One

Cable One™

EMERSON G. YEARWOOD
ASSOCIATE GENERAL COUNSEL
210 E. Earll Drive
Phoenix, Arizona 85012
PH: 602-364-6195
FAX: 602-364-6013
Emerson.Yearwood@cableone.biz

May 18, 2020

Via email
jerry.kettles@tn.gov

Tennessee Regulatory Authority
ATTN: Jerry Kettles
502 Deaderick Street
Nashville, TN 37243

Re: Annual Report on Compliance With Minority Business Participation Plan

Dear Mr. Kettles:

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 2019 calendar year, Cable One did business with the following minority-owned businesses in the State of Tennessee.

<u>Vendor</u>	<u>Expenditure (\$)</u>
<u>Sez Sew</u> Owners: Betty Dennis/Kim Bingham (female) PO Box 707 325 S. Mill Ave. Dyersburg, TN 38025 737-285-2120	\$200
<u>Terry Douglas-Cleaning</u> Owner: Terry Douglas (female) 3766 Sharpsferry Rd. Newbern, TN 38059 731-627-0078	\$6,600

Jimmy John's

Owner: Jaime/Will Motter (female) \$120
1130 Highway 51 Bypass W in Suite 38
Dyersburg TN 38024
(731) 287-7799

El Patio

Owner: Jorge Leon (male minority) \$1,000
1130 Us Highway 51 Byp N
Dyersburg, TN 38024
(731) 287-9488

Express Donuts and Yogurt

Owner: Vichit So (male minority) \$200
1130 US Highway 51 ByPass W Ste 32
Dyersburg, TN 38024
731-286-4800

Blossom's Flower and Gifts

Owners: Cheraton Dykes/Mary Anna Pritchett (female)
1987 St. John Ave
Dyersburg, TN 38024
731-286-8228 \$60

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

Copy: R. Morgan

Appendix 5
Highland Telephone Cooperative



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

EMAIL
highland@highlandtel.net

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

Fax 423/628 2409

January 20, 2020

Mr. Jerry Kettles
Tennessee Public Utility Commission
502 Deaderick Street, Fourth Floor
Nashville, TN 37243

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

Dear Mr. Kettles:

Please find enclosed the Minority Owned Business Participation Plan previously established by Highland Telephone Cooperative, Inc. This Plan was enacted to conform to the requirements of *Tennessee Code Annotated 7-59-301* through *7-59-318* in 2009 and continues in force and effect as a policy of the Cooperative.

If you have any questions, please do not hesitate to contact me.

Sincerely,

HIGHLAND TELEPHONE COOPERATIVE, INC.

G. Mark Patterson
General Manager

GMP/slj
Enclosure

EXHIBIT B

HIGHLAND TELEPHONE COOPERATIVE, INC.

MINORITY OWNED BUSINESS PARTICIPATION PLAN

Pursuant to Section 313 of the Tennessee Competitive Cable and Video Services Act (“Act”), Tenn. Code Ann. §7-59-313, Highland Telephone Cooperative, Inc. (“Highland”) submits this Minority Owned Business Participation Plan (“Plan”) as an exhibit to its Application for a State-Issued Certificate of Franchising Authority (“Application”).

I. OBJECTIVES

Highland is committed to the objectives stated in Section 313 of the Act with respect to minority-owned business participation. Highland will endeavor to promote participation of minority-owned businesses through business contracting opportunities. In addition, Highland will attempt to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to Highland of such opportunities.

II. DEFINITIONS

For the purposes of this Plan, the following terms shall have the following meanings:

- A. “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:
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 Tenn. Code Ann. §4-26-102 including, but not limited to, disabled veterans; or
 3. Past practices of racial discrimination against African-Americans.
- B. “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:
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 participation plan.

III. ADMINISTRATION

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

G. Mark Patterson
General Manager
Highland Telephone Cooperative, Inc.
7840 Morgan County Highway
P. O. Box 119
Sunbright, TN 37872

The Administrator's responsibilities will include:

1. Maintaining and updating the Plan in full compliance with Section 313 of the Act and the rules and orders of the Tennessee Regulatory Authority ("TRA").
2. Ensuring that 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 TRA, including the filing of required annual updates.
4. Serving as the primary liaison with the TRA, other applicable agencies of the State of Tennessee, and minority-owned businesses.
5. Monitoring opportunities to use minority-owned businesses and encourage qualified minority-owned businesses to participate in and bid on contracts and subcontracts.
6. Managing a record keeping system to track qualified minority-owned businesses and efforts to engage such businesses.
7. Overseeing informational and educational activities within and outside Highland to identify, encourage and promote the use of minority-owned businesses.

In performance of such duties, the Administrator will utilize a number of resources, including, but not limited to, the following:

- Chambers of Commerce
- Tennessee Department of Economics and Community Development
- Tennessee Department of Labor and Workforce Development
- Small Business Administration, Office of Women's Business Ownership
- Tennessee Minority Supplier Development Council
- National Association of Minority Contractors, Memphis, TN
- National Association of Women Business Owners, Nashville, TN

Highland will maintain records of qualified minority-owned businesses and efforts to use the goods and services of such businesses. In addition, Highland will maintain records of informational and educational activities with respect to minority-owned businesses. Highland will submit a report to the TRA by January 31 of each year concerning Highland's minority-owned business participation plan and its compliance with such plan. Highland will cooperate fully with any additional informational requests by the TRA. Finally, it is Highland's intent to follow the Plan as described herein.

HIGHLAND TELEPHONE COOPERATIVE, INC.

By: 
G. Mark Patterson, General Manager

Date: 1-20-2020

Appendix 6

Comcast



Via Electronic Mail

June 24, 2020

Mr. Jerry Kettles
Director, Economic Analysis
Tennessee Public Utility Commission
60 James Robertson Parkway
Nashville, Tennessee 37243

Re: Minority-Owned Business Plan Annual Report – 2019

Dear Mr. Kettles:

In accordance with the Competitive Cable and Video Services Act, Tenn. Code 7-59-313(d), Comcast Cable Communications Management, LLC, on behalf of its affiliates (“Comcast”), submits this annual report of compliance with its Minority-Owned Business Participation Plan (“Plan”).

Enclosed is a copy of the Plan filed as Exhibit E to Comcast’s application for a state-issued certificate of franchise authority, contained in Docket No. 09-00137.

Comcast continues to comply with the Plan. For 2019, 19% of the total supplier expenditures made by Comcast operating entities in the areas covered by its state-issued franchise certificate, as amended, went to diverse vendors.

Should you have any questions regarding this matter or if I can be of any further assistance, you may reach me by phone at (904) 716-0107 or by email at justin_damiano@comcast.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin Damiano".

Justin Damiano
Comcast External Affairs

Enclosure

cc: Andy Macke, Comcast

REC'D

JAN 31 2011

TW 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



2019 Annual Report

Minority Business Participation Plan Compliance

Competitive Cable and Video Services Act

**P.O. Box 182255
Chattanooga, TN 37422**

EPB is proud to support minority and women owned companies within the Tennessee area for many years. EPB's purchasing policy is committed to supporting minority and women-owned businesses and has developed a Minority and Women Owned Business Development Program ("MWOB"). This 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 possible 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 Michael Jones, Senior Manager, to oversee its Minority and Women Owned Business Development Program. Our MWOB Senior Manager works closely with the Purchasing Department and members of leadership to ensure the continued success of the program.

In 2019, EPB's Fiber Optics Division conducted business with eighteen (18) minority owned companies in Tennessee and spent in excess of \$3,130,384.10 with these companies. The total EPB Fiber dollars spent for that same period with thirty-three (33) minority owned companies was in excess of \$9,371,137.93.

Additionally, EPB participated in outreach to continue developing and building relationships with minority and women owned businesses. These outreach efforts included:

- Hosting a number of M&WOB networking events at EPB throughout 2019;
- Continued partnerships with AABE Board and Chattanooga Minority Connection Group to encourage minority and women-owned businesses to bid on EPB projects;
- Participation by EPB's Minority Business Manager and Purchasing Manager in development events hosted by the TVA, Erlanger, Volkswagen Expo and AABE National for vendors of M&WO Businesses.

As always, EPB Fiber Optics will continue to seek out qualified minority and women owned businesses to supply products and services through EPB's purchasing policy and committed to increase opportunities for minority and women owned businesses going forward.

Appendix 8
Twin Lakes Communications, Inc.



January 3, 2020

Tennessee Public Utility Commission
Attn: Carlos Black
502 Deaderick Street, 4th Floor
Nashville, TN 37243

Re: TCA 7-59-313

Dear Mr. Black:

As required by TCA 7-59-313, Twin Lakes Communications, Inc. provides this annual report concerning its Small and Minority-Owned Telecommunications Business Participation Plan and its compliance with that plan.

The existing Small and Minority-Owned Telecommunications Business Participation Plan remains unchanged for 2020 and Twin Lakes Communications, Inc. continues to comply with this plan. Please find a copy of the plan enclosed.

If you have any questions or concerns, please do not hesitate to contact me.

Very truly yours,
Twin Lakes Communications, Inc.

A handwritten signature in blue ink that reads 'Jonathan West'.

Jonathan West, General Manager/CEO

JW/mm
Attachment as stated

RECEIVED
CONSUMER SERVICES DIVISION
JAN 07 2020
TN PUBLIC UTILITY COMMISSION

**SMALL AND MINORITY-OWNED TELECOMMUNICATIONS
BUSINESS PARTICIPATION PLAN**

Pursuant to T.C.A. §7-59-313 (d), as amended, Twin Lakes Communications, Inc. ("Twin Lakes Communications") submits this small and minority-owned Telecommunications business participation plan (the "Plan").

I. PURPOSE

The purpose of §7-59-313 is to provide opportunities for small and minority-owned businesses to provide goods and services to cable or video service providers. Twin Lakes Communications is committed to the goals of §7-59-313 and to taking steps to support the participation of small and minority-owned Telecommunications businesses in the cable or video industry. Twin Lakes Communications will endeavor to provide opportunities for small and minority-owned businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, Twin Lakes Communications will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to Twin Lakes Communications of such opportunities. Twin Lakes Communications' representatives have already contacted the Department of Economic and Community Development and the administrator of the Small and Minority-Owned Telecommunications Assistance Program, to obtain a list of qualified vendors. Moreover, Twin Lakes Communications 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(a).

Minority-Owned Business. Minority-owned business shall mean 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 daily operations of such business, and who is impeded from normal entry into the economic mainstream because of past practices of discrimination based on race, religion, ethnic background, sex or disability.

III. ADMINISTRATION

Twin Lakes Communications' 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 Twin Lakes Communications' 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.
200 Telephone Lane
Gainesboro, Tennessee 38562
Telephone: (931) 268-2151
Facsimile: (931) 268-2734

The Administrator's responsibilities will include:

- (1) Maintaining an updated Plan in full compliance with §7-59-313(d) 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 cooperating 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(a).

- (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 cooperating 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 Twin Lakes Communications 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

Twin Lakes Communications will maintain records of qualified small and minority-owned business and efforts to use the goods and services of such businesses. In addition, Twin Lakes Communications will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this plan. Twin Lakes Communications will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. Moreover, Twin Lakes Communications will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority.

Twin Lakes Communications, Inc.

By: 

Dated: January 3, 2020

Appendix 9

North Central Telephone Cooperative



January 14, 2020

Tennessee Public Utility Commission
ATTN: Mr. Jerry Kettles
502 Deaderick Street
4th Floor
Nashville, Tennessee 37243

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

Dear Mr. Kettles:

Please accept this letter as a report of North Central Communications, Inc., ("NCC") compliance with its minority owned business participation plan required under T.C.A. §65-5-212.

NCC continues to adhere to the plan and remains confident that our plan meets the expectations of T.C.A. §65-5-212.

Should you have any questions, please contact me at 615-666-2151.

Sincerely,

A handwritten signature in blue ink that reads "Johnny L. McClanahan".

Johnny L. McClanahan
President/CEO

Enclosures

Lafayette
872 Highway 52 Bypass East
Lafayette, TN 37083
615.666.2151

Westmoreland
5620 Austin Peay Hwy
Westmoreland, TN 37186
615.644.6282

Scottsville
1630 Bowling Green Rd.
Scottsville, KY 42164
270.622.7500

www.nctc.com

Pursuant to T.C.A. §65-5-212, as amended, North Central Communications (“NCC”) submits this small and minority-owned Telecommunications business participation plan (the “Plan”) in order to provide competing intrastate and local exchange services in Tennessee.

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. NCC is committed to the goals of §65-5-212 and to taking steps to support the participation of minority-owned businesses in the Telecommunications industry. NCC 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, NCC will make efforts to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to NCC of such opportunities to do so. NCC 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, national origin, or disability and such business has annual gross receipts of less than four million dollars (\$4,000,000).

III. Administration

NCC’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 NCC’s full efforts to provide equal opportunities for small and minority-owned businesses. The Administrator of the Plan will be:

Mr. Kevin Driver, Human Resources Manager
North Central Communications
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 §65-5-212 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 §65-5-212.
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 NCC 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

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

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

Hereby submitted by:

North Central Communications, Inc.

By: 
Johnny L. McClanahan
President and CEO

Dated January 14, 2020

Appendix 10
TDS Telecom Service Corporation

**TDS Telecom Service Corporation – Tennessee
January 2020**

**MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

**MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

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MINORITY – OWNED BUSINESS PARTICIPATION PLAN

1.0 PLAN

- 1.1 This Minority –Owned Business Participation Plan (“Plan”) is submitted by TDS Telecom (“TDS” as required by the Competitive Cable & Video Service Act of 2008, codified as T.C.A 7-59-313
- 1.2 The Administration of this Plan is the responsibility of TDS. It is the policy of TDS to provide an opportunity for Minority Owned Businesses to compete for subcontracts awarded by TDS on a fair and equitable basis with certified suppliers and contractors.
- 1.3 This plan is a state of objectives and is not intended to create any legal obligation of TDS of any person or organization.

2.0 DEFINITIONS

- 2.1 Minority Business – For the purpose of this Plan, “minority business” means a business that is solely owned, or at least fifty-one (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 non entry into the economic mainstream per T.C.A 7-59-313(1)(A-C)

3.0 PLAN RESPONSIBILITY AND POLICY STATEMENT

- 3.1 It is the policy of TDS to afford Minority –Owned Businesses an opportunity to participate in the performance of contracts in accordance with T.C.A 7-59-313(b).
- 3.2 As a purchaser of goods and services, it is TDS – responsibility to:
 - Identify and maintain a pool of qualified suppliers
 - Provide opportunities for Minority Owned Businesses to bid in those solicitations for products or services which they are capable of providing, and which meet RUS (Rural Utility Service) standards.

4.0 PLAN PERIOD OF EFFECTIVENESS

4.1 TDS is committed to providing affirmative access to contracting opportunities for Minority-Owned Businesses. TDS is proactive and will move toward inclusion of such firms in the supplier base. This plan represents an on-going commitment by the Company, and has no fixed time period for effectiveness.

5.0 PLAN ADMINISTRATION

5.1 TDS Plan Administrator is:
Mr. Jon Finseth
Manager – Procurement
525 Junction Road
Madison, WI 53717
Telephone: 608-664-4067
FAX: 608-664-4519

5.2 The Administrator manages the Plan as described below.

5.3 The Administrator's specific job duties, as they related to this Plan are as follows:

- (a) Develops and maintains policies and procedures to ensure that Minority-Owned Businesses have an equitable opportunity to be awarded contracts.
- (b) Establishes and maintains policies and procedures to ensure that Minority-Owned Businesses have an equitable opportunity to be awarded contracts.
- (c) Ensures inclusion of Minority – Owned Businesses in those solicitations for products or services which they are capable of providing, and which meet Unites States Department of Agriculture Rural Utility Service (RUS) standards.
- (d) Maintains Minority – Owned Businesses related correspondence and record keeping.
- (e) Coordinates activities during the conduct of any compliance review by the Tennessee state agencies.
- (f) Attends or arranges for attendance by appropriate members of management at, Minority Business Enterprise Seminars, Trade Fairs, and Conventions.

6.0 PLAN TO ASSURE EQUITABLE OPPORTUNITY

6.1 The Administrator shall ensure that appropriate source listings and services are properly utilized in support of the Plan. Sources / listings include, but are not limited to the following:

- (a) The TDS approved Master Supplier list.
- (b) Information received from the Small Business Administration Procurement Automated Source System (PASS).
- (c) Information sources received from the TN Department of Economic Development's Office of Minority Business Enterprise and Small Business Office.
- (d) Information received from the local Chamber of Commerce.

6.2 Outreach efforts will be made as follows:

- (a) The Administrator shall cultivate and maintain relationships with Small Business trade associations and business development organizations in an effort to locate and qualify capable Minority – Owned Businesses for participation in contracting opportunities.
- (b) The Administrator shall ensure that TDS assists Minority – Owned Businesses by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns.
- (c) The Administrator shall ensure that TDS provides adequate and timely consideration of the potentialities of Minority – Owned Businesses in “make or buy” decisions.
- (d) Appropriate members of management will attend seminars and trade fairs in order to develop sources.

7.0 PLAN REPORTING

7.1 TDS will submit such periodic reports and cooperate in those studies or surveys as may be required to determine the extent of compliance with this Plan.

7.2 TDS will maintain, if required, the following types of records:

- (a) Source lists, guides, and other data that identify Minority-Owned Businesses.
- (b) Lists of organizations contacted in an attempt to locate sources that are Minority - Owned Businesses.
- (c) Records of any outreach efforts to contact trade associations, business development organizations, and conferences and trade fairs attended.

7.3 TDS's Supplier Master List identifies Minority-Owned Businesses. The Supplier List shall be utilized in identifying potential contractors. A Summary Sheet shall be maintained in each suppliers file and shall be reviewed and evaluated by the Plan Administrator.

Appendix 11
Spring City Cable TV, Inc.

SPRING CITY CABLE

making connections >

January 15, 2020

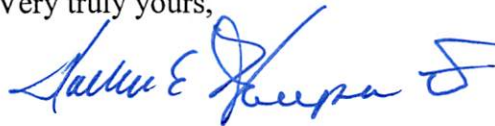
Tennessee Regulatory Authority
ATTN: Jerry Kettles\
502 Deaderick St. 4th Floor
Nashville, TN 37243

Dear Mr. Kettles:

In accordance with T.C.A. Section 7-59-313 which requires holders of state-issued Certificates of Franchise Authority to submit an annual report each year to the Tennessee Regulatory Authority, please find the minority business participation plan for Spring City Cable TV, Inc. attached hereto.

If you should have any questions, please do not hesitate to contact me.

Very truly yours,



Walter E. Hooper III
President
Spring City Cable TV, Inc.

MINORITY-OWNED BUSINESS PARTICIPATION PLAN

1.0 PLAN

- 1.1 This Minority-Owned Business Plan (“Plan”) is submitted by Spring City Cable TV, Inc. (“Spring City Cable”) as required by the Competitive Cable & Video Service Act of 2008, codified as T.C.A. § 7-59-313.
- 1.2 The Administration of this Plan is the responsibility of Spring City Cable. It is the policy of Spring City Cable to provide an opportunity for Minority Owned Businesses to compete for subcontracts awarded by Spring City Cable on a fair and equitable basis with certified suppliers and contractors.
- 1.3 This plan is a state of objectives and is not intended to create any legal obligation of Spring City Cable of any person or organization.

2.0 DEFINITIONS

- 2.1 **Minority Business** – For the purpose of this Plan, “minority business” means a business that is solely owned, or at least fifty-one percent (51%) of the assets of 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 non-entry into the economic mainstream per T.C.A. § 7-59-313(1)(A-C).

3.0 PLAN RESPONSIBILITY AND POLICY STATEMENT

- 3.1 It is the policy of Spring City Cable to afford Minority-Owned Businesses an opportunity to participate in the performance of contracts in accordance with T.C.A. § 7-59-313(b).
- 3.2 As a purchase of goods and services, it is Spring City Cable’s responsibility to:
 - Identify and maintain a pool of qualified suppliers.
 - Provide opportunities for Minority Owned Businesses to bid in those solicitations for products or services which they are capable of providing, and which meet RUS (Rural Utility Service) standards.

4.0 PLAN PERIOD OF EFFECTIVENESS

- 4.1 Spring City Cable is committed to providing affirmative access to contracting opportunities for Minority-Owned Businesses. Spring City Cable is proactive and will move toward inclusion of such firms in the supplier base. This Plan represents an ongoing commitment by Spring City Cable and has no fixed time period for effectiveness.

5.0 PLAN ADMINISTRATION

5.1 Spring City Cable Plan Administrator is:

**Walter Hooper
President & CEO
Spring City Cable TV, Inc.
140 Ellis Street
Spring City, Tennessee 37381
Telephone: (423) 365-7288
Fax: (423) 799-0900
Walter3@springcitycable.com**

5.2 The Administrator manages the Plan as described below.

5.3 The Administrator's specific job duties, as they related to this Plan, are as follows:

- (a) Develop, establish and maintain policies and procedures to ensure Minority-Owned Businesses have an equitable opportunity to be awarded contracts.**
- (b) Ensure inclusion of Minority-Owned Businesses in those solicitations for products or services which they are capable of providing and which meet United States Department of Agricultural Rural Utility Service (RUS) standards.**
- (c) Maintain Minority-Owned Businesses related correspondence and record keeping.**
- (d) Coordinate activities during the conduct of any compliance review by Tennessee state agencies.**
- (e) Attend or arrange for attendance by appropriate members of management at Minority Business Enterprise Seminars, Trade Fairs and Conventions.**

6.0 PLAN TO ASSURE EQUITABLE OPPORTUNITY

6.1 The Administrator shall ensure appropriate source listings and services are properly utilized in support of the Plan. Sources/listings include, but are not limited to, the following:

- (a) The Spring City Cable approved Master Supplier List.**
- (b) Information received from the Small Business Administration Procurement Automated Source System (PASS).**
- (c) Information sources received from the Tennessee Department of Economic Development's Office of Minority Business Enterprise and Small Business Office.**
- (d) Information received from the local Chamber of Commerce.**

6.2 Outreach efforts will be made as follows:

- (a) The Administrator shall cultivate and maintain relationships with Small Business trade associations and business development organizations in an effort to locate and qualify capable Minority-Owned Businesses for participation in contracting opportunities.**
- (b) The Administrator shall ensure Spring City Cable assists Minority-Owned Businesses by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns.**
- (c) The Administrator shall ensure Spring City Cable provides adequate and timely consideration of the potentialities of Minority-Owned Businesses in “make or buy” decisions.**
- (d) Appropriate members of management will attend seminars and trade fairs in order to develop sources.**

7.0 PLAN REPORTING

- 7.1 Spring City Cable will submit periodic reports and cooperate in those studies or surveys as may be required to determine the extent of compliance with this Plan.**
- 7.2 Spring City Cable will maintain, if required, the following types of records:**
 - (a) Source lists, guides and other data that identify Minority-Owned Businesses.**
 - (b) Lists of organizations contacted in an attempt to locate sources that are Minority-Owned Businesses.**
 - (c) Records of any outreach efforts to contact trade associations, business development organizations, and conferences and trade fairs attended.**
- 7.3 Spring City Cable’s Supplier Master List identifies Minority-Owned Businesses. The Supplier Master List shall be utilized in identifying potential contractors. A summary sheet shall be maintained in each supplier’s file and shall be reviewed and evaluated by the Plan Administrator.**

Appendix 12

United Communications



January 2, 2020

Tennessee Regulatory Authority
Attn: Mr. Jerry Kettles
Chief, Compliance Division
502 Deaderick Street, 4th Floor
Nashville, TN 37243

Via email (jerry.kettles@tn.gov)

Re: Minority Owned Business Participation Plan Annual Report

Dear Mr. Kettles:

Please find the attached Minority Owned Business Participation Plan previously adopted by United Telephone Company (d/b/a United Communications) and its wholly-owned subsidiary, United Communications, Inc. (formerly UTC Video Concepts, LLC). There were no changes to this plan in 2019 and the plan remains in place.

Please let me know if you have any questions or need any additional information. I can be reached at 931.364.4329.

Best regards,

A handwritten signature in cursive script that reads 'Cindy Patterson'.

Cindy Patterson
Accounting Supervisor

UNITED COMMUNICATIONS

120 Taylor Street | Chapel Hill, TN 37034

1.800.779.2227 | www.united.net



SMALL & MINORITY OWNED BUSINESS PARTICIPATION PLAN

Updated: June 2016

**SMALL AND MINORITY-OWNED BUSINESS
PARTICIPATION PLAN**

TABLE OF CONTENTS

- 1.0 PURPOSE
- 2.0 DEFINITIONS
- 3.0 POLICY STATEMENT AND ADMINISTRATION
- 4.0 RECORDS AND COMPLIANCE REPORTS

1.0 PURPOSE

- 1.1 United is committed to promoting and maintaining the purchase of goods and services from qualified small and minority-owned businesses, as defined herein. As a locally operated small business, we recognize the challenges of building and growing a small business and want to do our part to support other businesses serving our industry.
- 1.2 United is committed to meeting the obligations required by Section 16 of the Tennessee Telecommunications Act of 1995, codified as T.C.A. § 65-5-112. The purpose of §65-5-112 is to provide opportunities for small and minority-owned businesses to provide goods and services to Telecommunications service providers. United is committed to the goals of § 65-5-112 and to taking steps to support the participation of small and minority-owned Telecommunications businesses in the Telecommunications industry. United 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, United will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to United of such opportunities. Moreover, United will seek to increase awareness of such opportunities so that qualified companies not otherwise identified will have sufficient information to participate in the procurement process.
- 1.3 United is committed to meeting the obligations required by Public Chapter 932 of 2008, known as the Competitive Cable and Video Services Act (the “Act”), codified as T.C.A. § 7-59-318. Pursuant to T.C.A. § 7-59-313, as amended, United maintains a minority-owned business participation plan. The purpose of T.C.A. § 7-59-313 is to provide opportunities for minority-owned businesses to provide goods and services to video and cable service providers, United is committed to the goals of § 7-59-313 and to taking steps to support the participation of minority-owned businesses in the Telecommunications industry. United 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, United will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to United of such opportunities. Moreover, United will seek to increase awareness of such opportunities so that qualified companies not otherwise identified will have sufficient information to participate in the procurement process.
- 1.4 The Administration of this Plan is the responsibility of United. It is the policy of United to provide an opportunity for small and minority-owned businesses, as defined herein, to compete for subcontracts awarded by United on a fair and equitable basis with qualified suppliers and contractors.
- 1.5 This plan is a state of objectives and is not intended to create any legal obligations of United or any other person.

2.0 DEFINITIONS

- 2.1 **“United”** – For the purpose of this Plan, United shall include United Telephone Company, its wholly-owned subsidiary, United Communications, Inc. (formerly UTC Video Concepts, LLC) and UTC Long Distance, LLC.
- 2.2 **“Minority Owned Business”** – (as defined in T.C.A. § 65-5-112) “Minority-Owned Business” shall mean a business which is solely owned, or at least fifty-one percent (51%) of the 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).

– (as defined in T.C.A. § 7-59-313) “Minority-Owned Business” additionally shall mean a business which is solely owned, or at least fifty-one percent (51%) of the 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:

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

2.3 “**Small Business**” – (as defined in T.C.A. § 65-5-112) For the purpose of this Plan, “Small Business” means a business with annual gross receipts of less than four million dollars (\$4,000,000).

3.0 POLICY STATEMENT & ADMINISTRATION

- 3.1 It is the policy of United to afford Small Businesses and Minority-Owned Businesses and opportunity to participate in the performance of contracts in accordance with T.C.A. § 65-5-112 and T.C.A. § 7-59-313.
- 3.2 United’s Plan will be overseen and administered by the individual named below, which may change from time-to time, hereinafter referred to as the Administrator, who will be responsible for carrying out and promoting United’s full efforts to provide equal opportunities for Small Business and Minority-Owned Businesses.
- 3.3 The Administrator of the Plan will be:

Mrs. Lisa Hedgepeth
Purchasing Agent
120 Taylor Street
P. O. Box 38
Chapel Hill, Tennessee 37034
Telephone: 931.364.4329: Fax: 931.364.7202

- 3.4 The Administrator’s specific job duties, as they relate to this Plan are as follows:
 - A. Maintaining an updated plan in full compliance with T.C.A. § 65-5-112 and T.C.A. § 7-59-313 and the rules and orders of the Tennessee Regulatory Authority.
 - B. Establishing and developing policies and procedures for the successful implementation of the Plan.
 - C. Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of required annual updates.
 - D. Serving as the primary liaison to and cooperate with the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and

Small Businesses and Minority-Owned Businesses to locate and use qualified businesses as defined in T.C.A. § 65-5-112 and T.C.A. § 7-59-313.

- E. Searching for and developing opportunities to use Small Businesses and Minority-Owned Businesses and encouraging such businesses to participate in and bid on contracts and subcontracts.
- F. Providing records and reports and cooperates in any authorized surveys as required by the Tennessee Regulatory Authority.
- G. Establishing a record-keeping system to track qualified Small Businesses and Minority-Owned Businesses and efforts to use such businesses.
- H. Providing information and educational activities to persons within United and training such persons to seek out, encourage, and promote the use of Small Businesses 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 Business and Minority-Owned Business are primarily spelled out in the Administrator's duties above. Additional efforts will include offering technical assistance, where appropriate and feasible, to Small Businesses and Minority-Owned Businesses.

4.0 RECORDS AND COMPLIANCE REPORTS

- 4.1 United will maintain records of qualified Small Businesses and Minority-Owned Businesses and efforts to use such goods and services of such businesses. In addition, United will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this plan.
- 4.2 United will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. United will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority.

Appendix 13
West Kentucky Rural Telephone
Cooperative

WEST KENTUCKY RURAL TELEPHONE COOPERATIVE
CORPORATION, INC.
dba WK&T

SMALL AND MINORITY – OWNED
TELECOMMUNICATIONS
BUSINESS PARTICIPATION PLAN

Pursuant to T.C.A. 65-5-112, as amended, West Kentucky Rural Telephone Cooperative Corporation, Inc. submits this small and minority-owned Telecommunications business participation plan (the “Plan”).

I. PURPOSE

The purpose of 65-5-112 is to provide opportunities for small and minority-owned businesses to provide goods and services to Telecommunications service providers. WK&T is committed to the goals of 65-5-112 and to taking steps to support the Telecommunications industry. WK&T 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, WK&T will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to WK&T. WK&T will seek to increase awareness of such opportunities so that companies will have sufficient information to participate in the procurement process.

II. DEFINITIONS

As defined in 65-5-112.

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 the 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

WK&T'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 full efforts to provide equal opportunities for small and minority-owned businesses. The Administrator of the Plan will be:

Karen Jackson-Furman, COO
West Kentucky Rural Telephone Cooperative Corporation, Inc. (dba WK&T)
100 WK&T Technology Dr.
Mayfield, Kentucky 42066
Telephone: 877.954.8748

The Administrator's responsibilities will include:

- (1) Maintaining an updated Plan in full compliance with 65-5-112 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 65-5-112.
- (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.

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

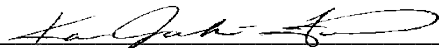
Historically Black Colleges, Universities and Minority Institutions

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

WK&T will maintain records of qualified small and minority-owned business and efforts to use the goods and services of such businesses. In addition, WK&T will submit records and reports required by the Tennessee Regulatory Authority concerning the plan. Moreover, WK&T will cooperate fully with any surveys and studies required by the Tennessee Regulatory authority.

West Kentucky Rural Telephone Cooperative Corporation, Inc.

By:  _____

Karen Jackson-Furman
Chief Operating Officer

January 17, 2020

Appendix 14
Millington CATV



phone 870.336.3434 1.888.336.4249 fax 870.336.3401 office 2400 Ritter Drive, Jonesboro, AR 72401 www.getritter.info

January 31, 2020

Tennessee Public Utility Commission
Attn: Jerry Kettles
502 Deaderick Street, 4th Floor
Nashville, TN 37243

RE: Minority-Owned Business Participation Plan Report for 2019

Dear Mr. Kettles:

Please find the attached the Minority Owned Business Participation Plan adopted by Millington CATV, LLC dba Ritter Communications as required by Tenn. Code Ann. § 7-59-313.

In 2019, we are pleased to report the Company paid Minority-Owned businesses \$59,000 dollars.

The Company will comply with this Plan and look for ways to increase its contacts and partnerships with Minority-Owned suppliers.

Best regards,

A handwritten signature in black ink, appearing to read "Jeff B. Shipman", is written over a thin, light-colored horizontal line.

Jeff B. Shipman
Director, Purchasing & Inventory

Millington CATV, LLC

**MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

Millington CATV, LLC

**MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

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- 6.0 PLAN TO ENSURE EQUITABLE OPPORTUNITY
- 7.0 PLAN REPORTING

**MINORITY-OWNED BUSINESS
PARTICIPATION PLAN**

1.0 PLAN

- 1.1 This Minority-Owned Business Participation Plan (“Plan”) is submitted by Millington CATV, LLC (“Millington”), as required by the Competitive Cable & Video Service Act of 2008, relevant provisions of which are codified at Tenn. Code Ann. § 7-59-313.
- 1.2 The Administration of this Plan is the responsibility of Millington. It is the policy of Millington to provide an opportunity for Minority-Owned Businesses to compete for subcontracts awarded by Millington on a fair and equitable basis with certified suppliers and contractors.
- 1.3 This Plan is a statement of objectives and is not intended to create any legal obligation on behalf of Millington or any person or organization.

2.0 DEFINITIONS

- 2.1 Minority Business: For the purpose of this Plan, “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 non-entry into the economic mainstream as defined in Tenn. Code Ann. § 7-59-313(a)(1)(A-C).

3.0 PLAN RESPONSIBILITY AND POLICY STATEMENT

- 3.1 It is the policy of Millington to afford Minority-Owned Businesses an opportunity to participate in the performance of contracts in accordance with T.C.A. 7-59-313(b).
- 3.2 As a purchaser of goods and services, it is Millington’s responsibility to:
 - (a) Identify and maintain a pool of qualified suppliers.
 - (b) Provide opportunities for Minority-Owned Businesses to bid in those solicitations for products or services which they are capable of providing, and which meet RUS (Rural Utility Service) standards.

4.0 PLAN PERIOD OF EFFECTIVENESS

- 4.1 Millington is committed to providing affirmative access to contracting opportunities for Minority-Owned Businesses. Millington is proactive and will move toward inclusion of such firms in the supplier base. This plan represents an ongoing commitment by Millington, and has no fixed time period for effectiveness.

5.0 PLAN ADMINISTRATION

- 5.1 Millington's Plan Administrator is:

Mr. Jeff B. Shipman
PO Box 17040
Jonesboro, AR 72403
Phone: 870-336-3480

- 5.2 The Administrator manages the Plan as described below.

- 5.3 The Administrator's specific job duties, as they relate to this Plan are as follows:

- (a) Develops and maintains policies and procedures to ensure that Minority-Owned Businesses have an equitable opportunity to be awarded contracts.
- (b) Establishes and maintains policies and procedures to ensure that Minority-Owned Businesses have an equitable opportunity to be awarded contracts.
- (c) Ensures inclusion of Minority-Owned Businesses in those solicitations for products or services which they are capable of providing.
- (d) Maintains Minority-Owned Business related correspondence and record keeping.
- (e) Coordinates activities during the conduct of any compliance review by the Tennessee state agencies.
- (f) Attends or arranges for attendance by appropriate members of management at Minority Business Enterprise Seminars, Trade Fairs, and Conventions.

6.0 PLAN TO ASSURE EQUITABLE OPPORTUNITY

- 6.1 The Administrator shall ensure that appropriate source listings and services are properly utilized in support of the Plan. Sources/listings include, but are not limited to the following:

- (a) The Millington-approved Master Supplier list.

- (b) Information received from the Small Business Administration Procurement Automated Source System (PASS).
- (c) Information sources received from the TN Department of Economic Development's Office of Minority Business Enterprise and Small Business Office.
- (d) Information received from the local Chamber of Commerce.

6.2 Outreach efforts will be made as follows:

- (a) The Administrator shall cultivate and maintain relationships with Small Business trade associations and business development organizations in an effort to locate and qualify capable Minority-Owned Businesses for participation in contracting opportunities.
- (b) The Administrator shall ensure that Millington assists Minority-Owned Businesses by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns.
- (c) The Administrator shall ensure that Millington provides adequate and timely consideration of the potentialities of Minority-Owned Businesses in "make or buy" decisions.
- (d) Appropriate members of management will attend seminars and trade fairs in order to develop sources.

7.0 PLAN REPORTING

- 7.1 Millington will submit such periodic reports and cooperate in those studies or surveys as may be required to determine the extent of compliance with this Plan.
- 7.2 Millington will maintain, if required, the following types of records:
 - (a) Source lists, guides, and other data that identify Minority-Owned Businesses.
 - (b) Lists of organizations contacted in an attempt to locate sources that are Minority-Owned Businesses.
 - (c) Records of any outreach efforts to contact trade associations, business development organizations, and conferences and trade fairs attended.

- 7.3 Millington's Supplier Master List identifies Minority-Owned Businesses. The Supplier List shall be utilized in identifying potential contractors. A Summary Sheet shall be maintained in each supplier's file and shall be reviewed and evaluated by the Plan Administrator.

Appendix 15
Community Television Company

- Ellijay Telephone Company
- Community Television Company
- ETC Communications, LLC.



P.O. Box O
224 Dalton St.
Ellijay, Georgia 30540

706.276.2271 800.660.6826
Fax: 706.276.9888 etcnow.com

January 14, 2020

Via email Jerry.Kettles@tn.gov

Tennessee Regulatory Authority
Attention: Jerry Kettles
502 Deaderick Street, 4th Floor
Nashville, TN 37243

**RE: Community Television Company (CTC);
2019 Annual Report on Minority-Owned Business Participation Plan as
required by the Competitive Cable and Video Services Act,
Tenn. Code Ann. § 7-59-301, et seq. (Act)**

Dear Mr. Kettles:

In accordance with section 7-59-313(d) of the Competitive Cable and Video Services act, we submit this annual report concerning CTC's Minority-Owned Business Participation Plan and compliance with that plan.

CTC received its state-issued certificate of franchise authority in August, 2013. See *In Re: Application of Community Television Company for a State-Issued Certificate of Franchise Authority*, Certificate of Franchise Authority, Docket No. 13-00101 (Aug. 2, 2013). As required by the Act, CTC's application contained its Minority-Owned Business Participation Plan. Tenn Code Ann. § 7-59-305(c)(11).

CTC implemented that plan and is in compliance with it. For your records, we enclose a copy of the plan, which has not changed since we submitted it.

Warm Regards,

A handwritten signature in black ink that reads "Cora Payne". The signature is written in a cursive, flowing style.

Cora Payne
Executive Secretary
Administration Department Manager

Enclosure

**Community Television Company (CTC)
Minority-Owned Business Participation Plan**

Pursuant to Section 7-59-313 of the Competitive Cable and Video Services Act, this Minority-Owned Business Participation Plan (Plan) sets forth CTC's plan to actively solicit bids from, and let contracts to, minority-owned businesses when establishing, providing, or expanding cable services and related support facilities.

- 1) **Minority-Owned Business.** "Minority-Owned Business" means a business that is solely owned, or at least 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 T.C.A. § 4-26-102, including, but not limited to, disabled veterans; or
 - (c) Past practices of racial discrimination against African-Americans.

- 2) **CTC Supplier Diversity Policy Statement.** It is the policy of CTC to promote the purchase of goods and services from Minority-Owned Businesses. Maximum practicable opportunity shall be given to Minority-Owned Businesses to participate as suppliers of material and services to CTC. CTC also encourages subcontracting opportunities for Minority-Owned Businesses.

- 3) **CTC's Promotion of Opportunities for Minority-Owned Businesses.** CTC's management, procurement, and human resources personnel work to identify goods and services that may be supplied by Minority-Owned Businesses. When possible, CTC seeks proposals, and makes purchases, from qualified Minority-Owned Businesses. CTC also seeks to foster relationships within Minority-Owned Business communities.

- 4) **Information on Programs to Provide Technical Assistance to Minority-Owned Businesses.** CTC provides information for Minority-Owned Businesses upon request.

- 5) **Statement of Intent to Follow this Plan.** Under the plan, CTC shall: (i) endeavor to maximize participation of Minority-Owned Businesses and (ii) aim to achieve a level of Minority-Owned Business participation representative of the population of the demographics of the state of Tennessee.

By January 31 of each year, CTC will prepare and submit an annual report to the TRA concerning CTC's Minority-Owned Business Participation Plan and compliance with the Plan.

Appendix 16

Infostructure, Inc. dba ClickOne.Net

TENNESSEE

January 29th, 2020

Mr. Jerry Kettles
Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, TN 37243


Dear Mr. Kettles,

Enclosed is InfoStructure Inc.'s (dba 1Tennessee) Minority Vendor Outreach program for 2020.

1. We will send the Minority Status Request Form to existing vendors to determine their Minority status.
2. We will contact the local agencies identified in the attached Outreach List to ask for their assistance in identifying minority vendors and suppliers.
3. We will send the Minority Vendor Program Letter to certified Minority vendors supplied to us by the Tennessee Department of Economic and Community Development and other local agencies.

If you have any questions regarding these documents please feel free to call me @ 731-217-0666

Sincerely,



Dustin Twyman
Chief Technical Officer
314 N 22nd Ave
Humboldt, TN 38343

Attachments: Minority Status Request Form

Outreach List
Minority Vendor Program Letter
Local Agency Outreach Program Cover Letter

1TENNESSEE



Infostructure, Inc. (dba 1Tennessee) Minority Vendor Outreach Program
Local Agency Outreach List

1. Tennessee Department of Economic and Community Development
312 8th Ave N Nashville TN 37243
2. Humboldt Chamber of Commerce 1200 Main St. Humboldt, TN 38343
3. Greater Gibson County Area Chamber of Commerce 200 E. Eaton Street
Trenton, TN 38382
4. NAACP in Humboldt/Jackson 27 Brentshire Square Jackson, TN 38301
5. African-American Chamber of Commerce 351 N. Royal St. Jackson, TN
38301
6. Morning Star Missionary Baptist Church 1111A W Mitchell St. Humboldt,
TN 38343
7. St James Baptist Church 701 Main St. Humboldt, TN 38343

1TENNESSEE



Dear Sir,

1Tennessee has developed an outreach plan for minority vendors and suppliers in accordance with the State of Tennessee Competitive Cable and Video Services Act T.C.A. § 7-59-313(d). As an element of this plan 1Tennessee is contacting you to request information regarding minority vendors and suppliers in our area. We respectfully request your assistance in completing and returning the enclosed documents at your earliest convenience.

1Tennessee
Dustin Twyman
Chief Technical Officer
314 N 22nd Ave
Humboldt, TN 38343

1TENNESSEE



Date

Dear [Future Vendor/Supplier],

InfoStructure Inc. (DBA 1Tennessee) desires to conduct business with a diverse range of qualified vendors and suppliers in our community. Your company has been identified to us as a minority/female-owned business who may be a potential vendor/supplier for 1Tennessee. If you are interested in being considered as a potential vendor/supplier, please fill out the enclosed form and documents and return it to:

1Tennessee
Attn: Dustin Twyman
Chief Technical Officer
314 N 22nd Ave
Humboldt, TN 38343

We look forward to your response.

Sincerely,

Dustin M Twyman
Chief Technical Officer
InfoStructure Inc. (DBA 1Tennessee)



Vendor Information

Physical Address:

Name _____
Address _____
City _____
State _____
Zip _____
Phone # _____
Email Address _____

Briefly Describe Services Offered by Vendor

Type of Business (check one):

Individual _____
Partnership _____
Corporation _____

Minority Status:

	Male	Female
African American	_____	_____
Asian Indian	_____	_____
Asian Pacific	_____	_____
Hispanic	_____	_____
Native American	_____	_____
Caucasian	N/A	_____

Signature: _____
Printed Name _____
Title: _____
Date _____

Appendix 17

Google Fiber



January 31, 2020

Mr. Jerry Kettles
Tennessee Regulatory Authority
502 Deaderick Street, 4th Floor
Nashville, TN 37243

RE: Google Fiber Tennessee, LLC's Minority-Owned Business Participation Plan Annual Report

Dear Mr. Kettles,

In accordance with Tennessee Code Annotated § 7-59-305(11), Google Fiber Tennessee, LLC ("Google Fiber") provides this annual report on its Minority-Owned Business Participation Plan and compliance with this plan.

Google Fiber continues to comply with the Minority-Owned Business Participation Plan.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jill Szuchmacher", with a long, sweeping horizontal line extending to the right across the page.

Jill Szuchmacher
Manager
Google Fiber Tennessee, LLC



Exhibit A

Compliance of Minority-Owned Business Participation Plan

Google Fiber has developed policies and procedures necessary for successful implementation of its plan. Google Fiber is maximizing participation of minority-owned businesses through both prime and second-tier business contracting opportunities by:

1. Identifying a pool of minority-owned businesses through the Governor's Office of Diversity Business and Google LLC's supplier diversity database and encouraging minority-owned businesses to participate in bids on contracts and subcontracts.
2. Implementing training and education programs for Google Fiber's internal contracting personnel on increasing sourcing from minority-owned businesses.
3. Developing opportunities to partner with or utilize the services of minority-owned businesses by leveraging Google LLC's established Small Business Supplier Diversity Program for minority-, women-, veteran- and LGBT-owned small businesses of \$15M or less and fewer than 50 employees. Further details regarding this program can be found at <https://www.google.com/diversity/suppliers/>
4. **For the franchised area in 2019, approximately 20% of total suppliers used were diverse vendors, making up approximately 47% of total supplier expenditures for the year. In addition, half of the new suppliers selected in 2019 were diverse vendors.**



Exhibit B

Google Fiber Tennessee, LLC's Minority-Owned Business Participation Plan

Pursuant to T.C.A. § 7-59-305(11), Google Fiber Tennessee, LLC ("Google Fiber") submits this minority-owned business participation plan for actively soliciting bids from minority-owned businesses and letting contracts to such businesses when establishing, providing, or expanding video services and related support facilities. As addressed in more detail below, Google Fiber strives to maximize participation of minority-owned businesses through both prime and second-tier business contracting opportunities and strives to achieve a level of minority-owned business participation representative of the population demographics of the state.

Definitions

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 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 T.C.A. § 4-26-102, 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 cable¹ 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

¹ Google Fiber provides video services, not cable services.



- C. A statement of intent to follow its minority-owned business participation plan.

Google Fiber's Diversity Policy Statement

Google Fiber is a second-level (through Google Fiber Inc.), wholly-owned subsidiary of Google LLC, a Fortune 500 company. Google LLC is one of the leading technology companies in the world. Google LLC has a longstanding commitment to provide and expand opportunities for minorities and minority-owned businesses. For example, Google LLC has established training programs to teach minority-owned businesses how to market themselves and generate business leads. Additionally, it also offers internships and scholarships for minority students to train them in various technology fields, including computer science, and offers additional programs to expose students to the technology industry. A major objective of these internships and programs is to increase diversity within Google LLC and its subsidiaries and the technology industry as a whole.

Google Fiber, like Google LLC, is committed to affording opportunities for minority-owned businesses. Specifically, Google Fiber is committed to the goals of T.C.A. § 7-59-313 and to taking steps to support and increase the participation of minority-owned businesses in the provision of video services and related support facilities. Google Fiber provides opportunities for such businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, Google Fiber makes efforts to identify and inform qualified minority-owned businesses of opportunities to supply goods and services to Google Fiber. Furthermore, Google Fiber seeks to increase awareness of such opportunities so that companies not otherwise identified will have sufficient information to participate in the procurement process.

Proposal For Purchasing Goods And Services From Minority-Owned Businesses

Google Fiber seeks to make available opportunities for minority-owned business suppliers. Alexander Smith, Manager of Supply Chain Operations, will oversee and administer the plan and will be responsible for promoting Google Fiber's efforts to provide opportunities for minority-owned businesses. The Google Fiber team has developed policies and procedures necessary for successful implementation of the plan. Google Fiber will continue to search for and develop opportunities to partner with or utilize the services of minority-owned businesses and encourage such businesses to participate in and bid on contracts and subcontracts. Google Fiber tracks qualified minority-owned businesses and seeks to use the goods and services of such businesses. Google Fiber also works to provide information and educational activities to train Google Fiber's employees to identify, encourage, and promote the use of minority-owned businesses.

Google Fiber recognizes that its suppliers play an important role in offering subcontracts and other opportunities to minority-owned businesses and members of historically disadvantaged communities. Google Fiber emphasizes with all of its suppliers its expectations that the suppliers will work to increase diversity in hiring, promote minority-owned business



opportunities, and use goods and services supplied by minority-owned businesses. Google Fiber assists them in identifying such companies and business opportunities.

To reach minority-owned businesses and to support and increase the participation of minority-owned businesses in the provision of video services and related support facilities, Google Fiber uses the list compiled by the Governor's Office of Diversity Business and may collaborate with a number of third party or community organizations.

Information About Programs To Provide Technical Assistance To Minority-Owned Businesses

As mentioned above, Google Fiber provides information about business openings, prospects, training and education programs, and other initiatives of interest to minority-owned businesses. Additionally, Google Fiber works with various third party and community organizations to provide support for training and development of minority-owned businesses.

Statement Of Intent To Follow Its Minority-Owned Business Participation Plan and File Annual Reports

Google Fiber agrees to comply with the provisions of this plan in accordance with T.C.A. § 7-59-313. Specifically, Google Fiber strives to maximize participation of minority-owned businesses through both prime and second-tier business contracting opportunities. Google Fiber also strives to achieve a level of minority-owned business participation representative of the population demographics of the state.

In accordance with T.C.A. § 7-59-313(d), Google Fiber will prepare and submit an annual report to the Tennessee Regulatory Authority concerning the status of Google Fiber's minority-owned business participation plan and compliance with the plan.

Any questions about this plan may be addressed to:

Daynise Joseph
Community Impact Manager – Nashville
Google Fiber Tennessee, LLC
1101 McGavock Street, Suite 200
Nashville, TN 37203

Appendix 18

Crystal Clear Technologies



Crystal Clear
Fiber Optic Broadband Provider

January 3, 2020

Tennessee Regulatory Authority
460 James Robertson Parkway
Nashville, TN 37243

To Whom It May Concern:

Please find enclosed the Minority Owned Business Plan previously established by Crystal Clear Technologies, LLC. This plan was enacted to conform with the requirements of Tennessee Code Annotated 7-59-301 through 7-59-318. It was established in 2016 and is still in effect as policy of the company.

Sincerely,

Lucas Sullivan
General Manager
Crystal Clear Technologies, LLC

621 Bradley Court, Franklin, TN 37067 Phone: 615-550-4600 Fax: 615-661-7747

www.crystalclearfiber.com

Crystal Clear, LLC
Minority Owned Business Participation Plan

PURPOSE:

The purpose of the Minority-Owned Telecommunications Business Participation Plan ("Plan") of Crystal Clear, LLC ("Crystal Clear") is to identify minority-owned telecommunications businesses in Tennessee that are qualified to provide goods and services to Crystal Clear, and to promote awareness among these entities of the opportunities to develop business relationships with Crystal Clear in those areas in Tennessee in which Crystal Clear provides telecommunications services.

DEFINITIONS:

"Minority Business" – For the purpose of this Plan, "minority business" means a business that is solely owned, or at least fifty-one percent (51%) of the assets of 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 non-entry into the economic mainstream per T.C.A. § 7-59-313(1) (A-C).

POLICY STATEMENT:

Crystal Clear acknowledges the importance of supporting the participation of minority-owned telecommunications businesses in the telecommunications industry in Tennessee and throughout the United States.

Crystal Clear acknowledges its responsibility, wherever feasible, to provide minority-owned telecommunications businesses with an opportunity to compete for contracts and subcontracts to supply goods and services to Crystal Clear in those areas in which Crystal Clear is providing telecommunications services. Meeting this responsibility involves the identification and selection of qualified minority-owned telecommunications businesses that may wish to contract with Crystal Clear for purposes of supplying Crystal Clear's Tennessee operations with goods and services relating to the field of telecommunications. It also involves provision of information on programs, if any, to provide technical assistance to minority-owned telecommunications businesses when these are made available in Tennessee.

IMPLEMENTATION OF PLAN:

Where feasible and appropriate, Crystal Clear will invite bids, issue requests for proposals, or otherwise solicit offers from minority-owned telecommunications businesses to furnish specified goods or services to Crystal Clear in furtherance of its Tennessee operations.

except in the case of emergencies, or in such cases where Crystal Clear is bound by contract to purchase goods and services from other sources.

ADMINISTRATION OF PLAN:

In conducting its business affairs in Tennessee, Crystal Clear will appoint one of its employees as the Administrator of the Plan. The Administrator will steer the process by which Crystal Clear will identify and utilize available resources for identifying minority-owned telecommunications businesses interested in and qualified to furnish goods and services to Crystal Clear in Tennessee, as Crystal Clear's needs arise. The Administrator also will oversee the task of cultivating an awareness among such business entities with respect to potential opportunities to develop business relations with Crystal Clear.

The Administrator will endeavor to serve as a resource for technical assistance to minority-owned telecommunications business, and will refer such businesses to sources of information and technical assistance, internal and external, where feasible.

PLAN ADMINISTRATOR:

The administration of this Plan will be under the direction of (hereinafter called the "Administrator"):

Lucas Sullivan
621 Bradley Court
Franklin, Tennessee 3
(615) 550-4600

The duties of the Administrator include the following:

1. To manage the development of Crystal Clear's policies and procedures relating to the Plan.
2. To oversee the identification and development of opportunities to use qualified minority-owned telecommunications businesses to participate in and bid on contracts and subcontracts to supply goods and services to Crystal Clear by utilizing the following resources, where available:
 - a. The United States Department of Commerce, Office of Minority Business Data Center, the Small Business Administration and its Procurement Automated Source System ("PASS") and its Office of Minority Small Business and Capital Ownership Development; the Tennessee Chamber of Commerce; the Tennessee Department of Economic and Community Development; the National Minority Supplier Development Counsel; the National Association of Women Business Owners; the National Association of Minority Contractors.
 - b. Local and national associations, and minority supplier development councils.

- c. Trade fairs and industry meetings.
 - d. Advertisement in industry and local publications.
 - e. Historically Black Colleges, Universities, and Minority Institutions.
3. To establish and maintain an updated Plan and related documentation that are consistent with the current rules, orders and policies of the Tennessee Regulatory Authority regarding small and minority-owned telecommunications businesses, and that are in full compliance with TENN. CODE ANN. § 65-5-212.
 4. To prepare and submit such information and documentation as may be required by the Tennessee Regulatory Authority.
 5. To cooperate with the Tennessee Regulatory Authority and with other agencies of the State of Tennessee to find and utilize, where possible, the qualified business entities defined herein.
 6. To facilitate activities for assisting potential buyers in locating and qualifying the types of business concerns identified herein.
 9. To cooperate in any authorized surveys by the Tennessee Regulatory Authority.
 10. To educate Crystal Clear personnel with respect to their responsibility to seek out, encourage, and promote the use of minority-owned telecommunications businesses.

COMPLIANCE REPORTS:

Crystal Clear will submit such reports as may be required for use in connection with subcontracting plans by the Tennessee Regulatory Authority and/or the State of Tennessee. Crystal Clear will cooperate to the fullest extent possible with all reasonable and appropriate surveys or studies required by the contracting agency for purposes of determining compliance with the State's minority-owned telecommunications business participation program. However, Crystal Clear reserves the right to designate any documents, reports, surveys, studies or information submitted for this purpose as "confidential" or "proprietary."

RECORD MAINTENANCE:

Crystal Clear will maintain records relating to its Minority-Owned Telecommunications Business Participation Plan for purposes of evidencing the Company's implementation of this policy, for use by Crystal Clear in evaluating the effectiveness and in achieving the goals of its Plan, and for the Company's use in updating the Plan on an annual basis with the Tennessee Regulatory Authority, or as otherwise required.

Appendix 19

SVE Connect

SEQUACHEE VALLEY ELECTRIC COOPERATIVE, INC.
MINORITY OWNED BUSINESS PARTICIPATION PLAN

Pursuant to Section 313 of the Tennessee Competitive Cable and Video Services Act ("Act"), Tenn. Code Ann. §7-59-313, Sequachee Valley Electric Cooperative, Inc. ("SVEC") submits this Minority Owned Business Participation Plan ("Plan") as an exhibit to its Application for a State-Issued Certificate of Franchising Authority ("Application").

I OBJECTIVES

SVEC is committed to the objectives stated in Section 313 of the Act with respect to minority-owned business participation. SVEC will endeavor to promote participation of minority-owned businesses through business contracting opportunities. In addition, SVEC will attempt to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to SVEC of such opportunities.

II DEFINITIONS

For the purposes of this Plan, the following terms shall have the following meanings:

- A "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:
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 Tenn. Code Ann. §4-26-102 including, but not limited to, disabled veterans; or
 3. Past practices of racial discrimination against African-Americans.
- B "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:
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 participation plan.

III ADMINISTRATION

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

T. Michael Partin, CEO
Sequachee Valley Electric Cooperative, Inc.
512 South Cedar Ave
P. O. Box 31
South Pittsburg, TN 37872

The Administrator's responsibilities will include:

1. Maintaining and updating the Plan in full compliance with Section 313 of the Act and the rules and orders of the Tennessee Regulatory Authority ("TRA").
2. Ensuring that 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 TRA, including the filing of required annual updates.
4. Serving as the primary liaison with the TRA, other applicable agencies of the State of Tennessee, and minority-owned businesses.
5. Monitoring opportunities to use minority-owned businesses and encourage qualified minority-owned businesses to participate in and bid on contracts and subcontracts.
6. Managing a record keeping system to track qualified minority-owned businesses and efforts to engage such businesses.
7. Overseeing informational and educational activities within and outside SVEC to identify, encourage and promote the use of minority-owned businesses.

In performance of such duties, the Administrator will utilize a number of resources, including, but not limited to, the following:

Chambers of Commerce
Tennessee Department of Economics and Community Development
Tennessee Department of Labor and Workforce Development
Small Business Administration, Office of Women's Business Ownership Tennessee
Minority Supplier Development Council
National Association of Minority Contractors, Memphis, TN
National Association of Women Business Owners, Nashville, TN

SVEC will maintain records of qualified minority-owned businesses and efforts to use the goods and services of such businesses. In addition, SVEC will maintain records of informational and educational activities with respect to minority-owned businesses. SVEC will submit a report to the TRA by January 31 of each year concerning SVEC's minority-owned business participation plan and its compliance with such plan. SVEC will cooperate fully with any additional informational requests by the IRA. Finally, it is SVEC's intent to follow the Plan as described herein.

SEQUACHEE VALLEY ELECTRIC COOPERATIVE, INC.

By:



T. Michael Partin, CEO

Appendix 20

Holston Connect

HOLSTONCONNECT, LLC

**2020
SMALL AND MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

Pursuant to the Competitive Cable and Video Services Act, Public Chapter 932 and in compliance with T.C.A. § 7-59-313(d), as amended, HolstonConnect, LLC (“Holston”) submits this Small and Minority-owned Business Participation Plan (the "Plan") in compliance with the obligations and requirements of providing competing cable and video services in Tennessee.

I. PURPOSE

The purpose is to provide opportunities for small and minority-owned business to provide goods and services to video service providers. Holston is committed to these goals and to taking steps to support the participation of small and minority-owned businesses in the industry. Holston will endeavor to provide opportunities for small and minority-owned businesses to compete for contracts and subcontracts for goods and services. As part of its procurement process, Holston will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to Holston of such opportunities. Holston's representatives have already contacted the Department of Economic and Community Development, moreover, Holston 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

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 (\$4,000,000.00).

Small Business. Small Business shall mean a business with annual gross receipts of less than four million dollars (\$4,000,000.00).

Disability. A disability as defined in T.C.A § 4-26-201 including, but not limited to, disabled veterans.

III. ADMINISTRATION

Holston'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 Holston's full efforts to provide equal opportunities for small and minority businesses. The Administrator of the Plan will be:

James B. Sandlin
PO Box 190, 1200 West Main Street, Rogersville, TN 37857
423-272-1020
jsandlin@holstonelectric.com

The Administrator's responsibilities will include:

- (1) maintaining an updated Plan in full compliance with the rules and orders of the Tennessee Commission.
- (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 Commission, including the filing of required annual updates.
- (4) serving as the primary liaison to and cooperate with the Tennessee Commission, other agencies of the State of Tennessee, and small and minority-owned businesses to locate and use qualified small and minority-owned businesses.
- (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 Commission.
- (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 Holston 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 intends to utilize a number of resources, including:

Chambers of Commerce
The Tennessee 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 business are primarily spelled out in the Administrator's duties above. Additional efforts to provide opportunities to small and minority-owned business will include offering, where appropriate and feasible, small and minority-owned business assistance with technical, insurance, bonding, licensing, production, and deadline requirements.

IV. RECORDS AND COMPLIANCE REPORTS

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

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

HolstonConnect, LLC

By: /s/ James B. Sandlin
General Manager

Dated: January 13, 2020

Appendix 21

Gibson Connect



1207A South College Street, Trenton, TN 38382
P (731) 562-6000

January 27, 2020

Tennessee Public Utility Commission
Attn: Mr. Jerry Kettles
Chief, Compliance Division
502 Deaderick Street, 4th Floor
Nashville, Tennessee 37243

Re: Gibson Connect, LLC - Minority-Owned Business
Participation Plan Annual Report (2019)

Dear Mr. Kettles:

We have attached the Minority-Owned Business, Participation Plan (the "Plan") that Gibson Connect, LLC ("Gibson Connect") previously adopted and submitted as part of its application for a state-issued video franchise. The Plan remains in effect and has not been amended.

Gibson Connect is a new video provider in the start-up phase of its business. Gibson Connect began connecting its first pay customers in December 2019 in Madison and Gibson counties of Tennessee.

Gibson Connect remains committed to fulfilling the requirements of its Minority-Owned Business Plan for the purchase of goods and services. We will continue working to identify minority-owned businesses by fostering relationships within relevant communities, and we will make available information within these communities on opportunities to work with Gibson Connect. As with our parent company, it is the intent of Gibson Connect to maximize participation of minority-owned businesses, and we aim to achieve a level of minority-owned business participation representative of the population of the demographics of the state of Tennessee.

If you have questions or need anything else, please do not hesitate to contact me.

Best Regards,

A handwritten signature in black ink that reads 'Charles Phillips'.

Charles Phillips
Vice President of Operations

Enc.

EXHIBIT E

Application of Gibson Connect, LLC for a State-Issued Certificate of Franchise Authority Minority-Owned Business Participation Plan

Pursuant to Tenn. Code Ann. § 7-59-313, this Minority-Owned Business Participation Plan (the "Plan") sets forth the plan of Gibson Connect, LLC ("Provider") to actively solicit bids from, and let contracts to, minority-owned businesses when establishing, providing, or expanding cable or video services and/or broadband Internet service and related support facilities.

- 1) **Minority-Owned Business.** "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 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 Tenn. Code Ann. § 4-26-102, including, but not limited to, disabled veterans; or
 - c. Past practices of racial discrimination against African-Americans.
- 2) **Supplier Diversity Policy Statement.** It is the policy of the Provider to promote the purchase of goods and services from minority-owned businesses. Maximum practicable opportunity shall be given to minority-owned businesses to participate as suppliers of material and services to the Provider. The Provider also encourages subcontracting opportunities from minority-owned businesses.
- 3) **Promotion of Opportunities for Minority-Owned Businesses.** The Provider's management, procurement, and human resources personnel work to identify goods and services that may be supplied by minority-owned businesses. When possible, the Provider seeks proposals, and makes purchases, from qualified minority-owned businesses. The Provider also seeks to foster relationships within minority-owned business communities.
- 4) **Technical Assistance to Minority-Owned Businesses.** The Provider provides information for minority-owned businesses upon request.
- 5) **Statement of Intent.** Under the Plan, the Provider shall (i) endeavor to maximize participation of minority-owned businesses and (ii) aim to achieve a level of minority-owned business participation representative of the population of the demographics of the state of Tennessee.

By January 31 of each year, the Provider will prepare and submit an annual report to the Tennessee Public Utilities Commission concerning the Plan and the Provider's compliance with the Plan.

Appendix 22

Meriwether Lewis Connect

**MERIWETHER LEWIS CONNECT, LLC
SMALL AND MINORITY-OWNED BUSINESS
PARTICIPATION PLAN**

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- 1.0 PURPOSE**
- 2.0 DEFINITIONS**
- 3.0 POLICY STATEMENT AND ADMINISTRATION**
- 4.0 RECORDS AND COMPLIANCE REPORTS**

1.0 PURPOSE

- 1.1 MLConnect is committed to promoting and maintaining the purchase of goods and services from qualified small and minority-owned businesses, as defined herein. As a locally operated small business, we recognize the challenges of building and growing a small business and want to do our part to support other businesses serving our industry.
- 1.2 MLConnect is committed to meeting the obligations required by Section 16 of the Tennessee Telecommunications Act of 1995, codified as T.C.A. § 65-5-112. The purpose of §65-5-112 is to provide opportunities for small and minority-owned businesses to provide goods and services to Telecommunications service providers. MLConnect is committed to the goals of § 65-5-112 and to taking steps to support the participation of small and minority-owned Telecommunications businesses in the Telecommunications industry. MLConnect 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, MLConnect will make efforts to identify and inform minority- owned and small businesses that are qualified and capable of providing goods and services to MLConnect of such opportunities. Moreover, MLConnect will seek to increase awareness of such opportunities so that qualified companies not otherwise identified will have sufficient information to participate in the procurement process.
- 1.3 MLConnect is committed to meeting the obligations required by Public Chapter 932 of 2008, known as the Competitive Cable and Video Services Act (the "Act"), codified as T.C.A. § 7-59-318. Pursuant to T.C.A. § 7-59-313, as amended, MLConnect maintains a minority-owned business participation plan. The purpose of T.C.A. § 7-59-313 is to provide opportunities for minority-owned businesses to provide goods and services to video and cable service providers, MLConnect is committed to the goals of § 7-59-313 and to taking steps to support the participation of minority- owned businesses in the Telecommunications industry. MLConnect 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, MLConnect will make efforts to identify and inform minority-owned and small businesses that are qualified and capable of providing goods and services to MLConnect of such opportunities. Moreover, MLConnect will seek to increase awareness of such opportunities so that qualified companies not otherwise identified will have sufficient information to participate in the procurement process.
- 1.4 The Administration of this Plan is the responsibility of MLConnect. It is the policy of MLConnect to provide an opportunity for small and minority-owned businesses, as defined herein, to compete for subcontracts awarded by MLConnect on a fair and equitable basis with qualified suppliers and contractors.
- 1.5 This plan is a state of objectives and is not intended to create any legal obligations of MLConnect or any other person.

2.0 DEFINITIONS

- 2.1 **"MLConnect"** - For the purpose of this Plan, MLConnect shall include Meriwether Lewis Connect, LLC, a wholly-owned subsidiary of Meriwether Lewis Electric Cooperative
- 2.2 **"Minority Owned Business"** - (as defined in T.C.A. § 65-5-112) "Minority-Owned Business" shall mean a business which is solely owned, or at least fifty-one percent (51%) of the 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).

- (as defined in T.C.A. § 7-59-313) "Minority-Owned Business" additionally shall mean a business which is solely owned, or at least fifty-one percent (51%) of the 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:

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

2.3 "Small Business" - (as defined in T.C.A. § 65-5-112) For the purpose of this Plan, "Small Business" means a business with annual gross receipts of less than four million dollars (\$4,000,000).

3.0 POLICY STATEMENT & ADMINISTRATION

3.1 It is the policy of MLConnect to afford Small Businesses and Minority-Owned Businesses and opportunity to participate in the performance of contracts in accordance with T.C.A. § 65-5-112 and T.C.A. § 7-59-313.

3.2 MLConnect's Plan will be overseen and administered by the individual named below, which may change from time-to-time, hereinafter referred to as the Administrator, who will be responsible for carrying out and promoting MLConnect's full efforts to provide equal opportunities for Small Business and Minority-Owned Businesses.

3.3 The Administrator of the Plan **will be** :

Keith Carnahan
President & CEO
1625 Highway 100
Centerville, Tennessee 37033
Telephone: 931.729-3558: Fax: 931.729-9671

3.4 The Administrator's specific job duties, as they relate to this Plan are as follows:

- A. Maintaining an updated plan in full compliance with T.C.A. § 65-5-112 and T.C.A. § 7-59-313 and the rules and orders of the Tennessee Regulatory Authority.
- B. Establishing and developing policies and procedures for the successful implementation of the Plan.
- C. Preparing and submitting such forms as may be required by the Tennessee Regulatory Authority, including the filing of required annual updates.
- D. Serving as the primary liaison to and cooperate with the Tennessee Regulatory Authority, other agencies of the State of Tennessee, and

Small Businesses and Minority-Owned Businesses to locate and use qualified businesses as defined in T.C.A. § 65-5-112 and T.C.A. § 7-59-313.

- E. Searching for and developing opportunities to use Small Businesses and Minority-Owned Businesses and encouraging such businesses to participate in and bid on contracts and subcontracts.
- F. Providing records and reports and cooperates in any authorized surveys as required by the Tennessee Regulatory Authority.
- G. Establishing a record-keeping system to track qualified Small Businesses and Minority-Owned Businesses and efforts to use such businesses.
- H. Providing information and educational activities to persons within MLConnect and training such persons to seek out, encourage, and promote the use of Small Businesses 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 Business and Minority-Owned Business are primarily spelled out in the Administrator's duties above. Additional efforts will include offering technical assistance where appropriate and feasible, to Small Businesses and Minority-Owned Businesses.

4.0 RECORDS AND COMPLIANCE REPORTS

- 4.1** MLConnect will maintain records of qualified Small Businesses and Minority-Owned Businesses and efforts to use such goods and services of such businesses. In addition, MLConnect will maintain records of educational and training activities conducted or attended and of the internal procurement procedures adopted to support this plan.
- 4.2** MLConnect will submit records and reports required by the Tennessee Regulatory Authority concerning the Plan. MLConnect will cooperate fully with any surveys and studies required by the Tennessee Regulatory Authority

Appendix 23
Johnson City Energy Authority
d/b/a Brightridge

Johnson City Energy Authority dba BrightRidge

**2020
MINORITY-OWNED
BUSINESS PARTICIPATION PLAN**

Pursuant to the Competitive Cable and Video Services Act, Public Chapter 932 and in compliance with T.C.A. § 7-59-313, as amended, Johnson City Energy Authority dba BrightRidge (“BrightRidge”) submits this Minority-owned Business Participation Plan (the "Plan") in compliance with the obligations and requirements of providing competing cable and video services in Tennessee.

I. PURPOSE

The purpose is to provide opportunities for minority-owned business to provide goods and services to video service providers. BrightRidge is committed to these goals and to taking steps to support the participation of minority-owned businesses in the industry. BrightRidge 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, BrightRidge will make efforts to identify and inform minority-owned businesses that are qualified and capable of providing goods and services to BrightRidge of such opportunities. BrightRidge's representatives have already contacted the Department of Economic and Community Development, moreover, BrightRidge 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

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 (\$4,000,000.00).

Disability. A disability as defined in T.C.A § 4-26-201 including, but not limited to, disabled veterans.

III. ADMINISTRATION

BrightRidge'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 BrightRidge's full efforts to provide equal opportunities for minority businesses. The Administrator of the Plan will be:

Brian Bolling
CFO & Chief Customer Officer
BrightRidge
2600 Boones Creek Rd.
Johnson City, TN 37615
Main Office Number 423-952-5000

The Administrator's responsibilities will include:

- (1) maintaining an updated Plan in full compliance with the rules and orders of the Tennessee Commission.
- (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 Commission, including the filing of required annual updates.
- (4) serving as the primary liaison to and cooperate with the Tennessee Commission, other agencies of the State of Tennessee, minority-owned businesses to locate and use qualified minority-owned businesses.
- (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 cooperate in any authorized surveys as required by the Tennessee Commission.
- (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 BrightRidge and training such persons to seek out, encourage, and promote the use of minority-owned businesses.

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

Chambers of Commerce
The Tennessee Department of Commerce
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 minority-owned business are primarily spelled out in the Administrator's duties above. Additional efforts to provide opportunities to minority-owned business will include offering, where appropriate and feasible, minority-owned business assistance with technical, insurance, bonding, licensing, production, and deadline requirements.

IV. RECORDS AND COMPLIANCE REPORTS

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

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

BrightRidge

By: /s/ Brian Bolling
CFO & Chief Customer Officer

Dated: January 23, 2020