



AFFIRMATIVE ACTION PROGRAM

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Date of Original Policy Adoption: _____

Amendment Log

Date of Amendment	Parts Amended	Approved by

Affirmative Action Purpose and Statement

The Hospital is an Affirmative Action Employer. It shall not discriminate in employment practices against any protected class, and will affirmatively further employment opportunities for all persons in accordance with federal rules and regulations.

The Hospital will affirmatively further employment opportunities via its Equal Employment Opportunity policy and corresponding Personnel Policies. In addition to non-discriminatory practices in all phases of employment, the Hospital will seek to provide opportunities to minority and women employees and firms in conjunction with CDBG projects.

Affirmative Action Program

In conformance with Executive Order 11246, the Hospital will affirmatively further economic opportunity within CDBG projects through the following:

1. The Hospital and its contractors will take affirmative action to ensure that applicants and employees are treated without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. This includes employment, upgrading, demotion, transfer, recruitment and recruitment advertising, layoff or termination, rates of pay and other forms of compensation, selection for training, and apprenticeship. The Hospital and its subcontractors will post notices setting forth the provisions of this nondiscrimination clause in conspicuous places available to employees and applicants.
2. The Hospital and its contractors will, in solicitations or advancements for employees placed by or on behalf of the Hospital, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
3. The Hospital and its contractors will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
4. The Hospital and its contractors will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No.

11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. The Hospital and its contractors will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
6. The Hospital and its contractors will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
7. In the event of the Hospital or its contractors' noncompliance with the nondiscrimination clauses of this policy or with any such rules, regulations, or orders, a contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
8. The Hospital and its contractors will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the Hospital or its contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
9. The Hospital and its contractors, having a contract containing the provisions prescribed in Section 202 shall file, and shall cause each of his subcontractors to file, Compliance Reports with the contracting agency or the Secretary of Labor as may be directed. Compliance Reports shall be filed within such times and shall contain such information as to the practices, policies, programs, and employment policies, programs, and employment statistics of the Hospital and its contractors and each subcontractor, and shall be in such form, as the Secretary of Labor may prescribe.
10. Bidders or prospective contractors or subcontractors may be required to state whether they have participated in any previous contract subject to the provisions of Executive Order No. 11246 of September 24, 1965, or any preceding similar Executive Order, and in that event to submit, on behalf of themselves and their proposed subcontractors, Compliance Reports prior to or as an initial part of their bid or negotiation of a contract.
11. Whenever the Hospital or its contractors or subcontractors have a collective bargaining agreement or other contract or understanding with a labor union or an agency referring workers

or providing or supervising apprenticeship or training for such workers, the Compliance Report shall include such information as to such labor union's or agency's practices and policies affecting compliance as the Secretary of Labor may prescribe: Provide, that to the extent such information is within the exclusive possession of a labor union or an agency referring workers or providing or supervising apprenticeship or training and such labor union or agency shall refuse to furnish such information to the contractor, the contractor shall so certify to the Secretary of Labor as part of its Compliance report and shall set forth what efforts he has made to obtain such information.

The hospital values diversity in its workforce, and will take steps to advertise jobs internally and externally in a manner that will be readily available and accessible to potential candidates regardless of race, color, religion, sex, sexual orientation, gender identity, or national origin.

In situations in which two candidates are equally qualified for a position or promotion, the hospital may use protected status as a factor in final decision making in the protected status candidate's favor.

Women- and Minority-Owned Businesses (W/MBE)

In accordance with 2 CFR 200.321, the Hospital will take steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps will include:

- Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- Requiring Prime Contractors, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

The Hospital will consult the State of Florida, Office of Supplier Diversity's Certified Vendor Directory to determine local Minority and Women Business Enterprises within Calhoun and adjacent counties that may be qualified to contract or subcontract on CDBG projects, and encourage Prime bidders to reach out to these entities.

Appendix A provides a current list of Minority and Women Business Entities within Calhoun and adjacent counties, registered by the Florida DOS Office of Supplier Diversity. Contractor-bidders shall consult this list to determine subcontracting opportunities available through the CDBG-DR covered project.

“Minority” includes:

- i. Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
- ii. Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish Culture or origin, regardless of race);
- iii. Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and,
- iv. American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

Appendix A: List of OSD MWBEs in Calhoun and adjacent counties

This information was sourced in late 2021. Prior to bid solicitation, the Hospital will pull the most recent information from the Office of Supplier Diversity website: <https://osd.dms.myflorida.com/directories>

Name	Designations	Expire On	Contact	County	Email	Phone
Affordable Towing of Calhoun County LLC	Veteran	04/06/2022	Steve Mears	Calhoun	affordabletowing32424@yahoo.com	850-674-3030
Bracewell, Inc.	Woman Owned	01/16/2023	Mary Bracewell	Calhoun	bracewellpsj@fairpoint.net	850-674-2000
Cornerstone Service Solutions, LLC	Hispanic American, Woman Owned, Veteran	10/07/2022	Catherine Hammond	Calhoun	catherine.cornerstoness@gmail.com	478-955-3323
Iron Dog, Inc.	Woman Owned	04/06/2022	Amy Foxworth	Calhoun	irondoginc@hotmail.com	850-674-1007
ACE Contracting & Services	Woman Owned, African American	11/18/2022	Jean Lalanne	Gadsden	ACEConServ@gmail.com	786-546-3655
ALL IN 1 MASONRY LLC	African American	06/01/2022	Hershel Roby	Gadsden	allin1masonry@yahoo.com	850-524-3572
Armada Ammunition	Hispanic American, Veteran	05/25/2022	John Coffman	Gadsden	john@armadaammunition.com	850-875-8700
Armada Ammunition Inc.	Hispanic American, Veteran	05/25/2022	John Coffman	Gadsden	Office@ArmadaAmmunition.com	850-875-8700
Aubrey's Heart Therapy Services	African American, Woman Owned	02/23/2023	Justina Williams	Gadsden	aubreyshearttherapyservices@gmail.com	850-228-8705
Barkley Security Agency, Inc	African American	05/14/2023	Sharonda Rogers	Gadsden	LBark1948@AOL.Com	850-627-2151
Big Bend Rebar, Inc.	Woman Owned	04/08/2023	Patricia Bates Trotta	Gadsden	info@bigbendrebar.com	850-875-8000
Caring Hand Companions LLC	African American, Woman Owned	10/31/2023	Shinita Baker	Gadsden	Chandcompanions@gmail.com	850-509-7564
CAWC CARRIER LLC	African American	07/14/2022	Charlie Walker, Sr	Gadsden	cawccarrier@yahoo.com	850-662-4910
Collins Land Services, Inc.	Woman Owned	06/28/2023	Brandi Collins	Gadsden	brandi@collinsland.com	850-739-8733
D & E General Contractors	African American, Veteran	08/18/2023	EDDIE L. RICHARDSON	Gadsden	de_contractors@hotmail.com	850-509-7034

Name	Designations	Expire On	Contact	County	Email	Phone
Gracious Home Health Services, LLC	African American, Woman Owned	12/29/2022	Akeria Betsey	Gadsden	GraciousHHServices@gmail.com	850-728-2677
Hale Contracting, Inc.	Woman Owned	01/06/2023	Christi Hale	Gadsden	c.hale@halecontracting.net	850-575-2506
Johnson & Johnson INC	Woman Owned	03/25/2023	Tony Devine	Gadsden	tony.devine@jj-fuel.com	850-973-2277
ManHatten Trucking, LLC	African American	04/18/2022	Michael Hatten	Gadsden	manhattentrucking@gmail.com	850-627-7079
Merit Enterprises, LLC	African American	08/19/2023	Nathaniel Sledge	Gadsden	Nsledge@meritenterprises-llc.com	850-612-4236
Mike's Cheesecakes, LLC	Veteran	05/10/2023	Shannon Dowdell	Gadsden	mikescheesecakes14@yahoo.com	360-451-2343
Ohana In Home Senior Care LLC	African American, Woman Owned, Veteran	11/03/2022	Naeisha Sanders	Gadsden	Ohanainhomeseniorcare@gmail.com	850-270-7331
Precision Landscaping and lawn care services llc	African American	02/27/2023	Ricky Derico	Gadsden	rickyderico550@gmail.com	850-524-7693
Reed's Courier Express	African American	05/08/2022	Justin Reed	Gadsden	jarad_reed@yahoo.com	850-491-0140
Reeds Express Courier Service	African American	05/08/2022	Justin Reed	Gadsden	jarad_reed@yahoo.com	850-491-0140
Resumes by Juanita	African American, Woman Owned	07/13/2023	Juanita Barkley	Gadsden	juanitabarkley@gmail.com	866-725-0114
Seth Transportation	African American, Veteran	12/28/2021	Michael Barnes	Gadsden	sethtransportationllc@gmail.com	850-363-1572
Superior Energy Concepts LLC	African American, Veteran	09/07/2023	Paul Mullins	Gadsden	paul@superiorenergyconcepts.com	800-724-7070
T & T Construction and Enterprise, LLC	Hispanic American, Woman Owned, African American	01/31/2023	Latasha Murray	Gadsden	tandtconstructionenterprise@gmail.com	850-766-5090
THE MINT	African American	08/22/2023	Roderick Palmer	Gadsden	info@the-mint.net	800-503-2670
Ceteris, Inc.	Native American	09/01/2022	Jimmy Smith	Jackson	jsmith@ceteris.org	850-209-8848
Collins Land Services, Inc.	Woman Owned	06/28/2023	Brandi Collins	Jackson	brandi@collinsland.com	850-739-8733
Extreme Land Restoration	Woman Owned	01/14/2023	Rita Barber	Jackson	extremelandrestoration@gmail.com	850-693-4367

Name	Designations	Expire On	Contact	County	Email	Phone
Porter Construction Co., Inc.	Woman Owned	12/19/2021	Krystal Drummond	Jackson	porterconst3@gmail.com	850-482-1010
Rally Point Restoration Services, LLC	Veteran	07/10/2022	Travis Bruner	Jackson	rallypointservices@yahoo.com	850-693-1497
Snelgrove Surveying & Mapping, Inc.	Veteran	05/13/2023	Paul Snelgrove	Jackson	snelgrove@snelgrovesurveying.com	850-526-3991
Community Wellness Counseling and support services	Woman Owned	01/13/2022	Winter Collins	Liberty	wintercollins13@yahoo.com	850-643-7724
E&KSTUMPING, INC, dba Eddie Nobles Land Clearing	Woman Owned	07/19/2023	Kathy Nobles	Liberty	kathynfsu@aol.com	850-643-5390
Rogers Brothers Land Clearing	Veteran	08/05/2023	Jena Rogers	Liberty	rogersbrotherslandclearing@hotmail.com	850-510-3689

From OSD, Certified Vendor Directory: <https://osd.dms.myflorida.com/directories>

Retrieval Date: 11/2021