#### Broadcast EEO Regulations Handbook

## FOR THE 12 MONTH PERIOD OF 8/1/2019 through 7/31/2020

Complete this worksheet continuously every time a vacancy is filled.

Job Title:	NO FULL TIME POSITIONS FILLED	Date Filled:
Job Title:		Date Filled:
Job Title:		Date Filled:
Job Title:		Date Filled:
	•	Date Filled:

Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.



#### Broadcast EEO Regulations Handbook

# YEARLY TOTAL NUMBER OF INTERVIEWEES AND TOTAL NUMBER OF INTERVIEWEES REFFERED BY EACH RECRUITMENT SOURCE

Complete this worksheet on the anniversary date of the renewal filing due date using the Tally of Interviewee Sources for Each Full-Time Vacancy (Page 16)

arly Period Beginning:	8/1/2019	Ending:	7/31/2020	
Total Number of Pers	ons Interviewed for Full-7	Time Vacancies:	(	
tal Number of Interviewees	Referred by Each Recruits	ment Source:		
Recruitmen	Recruitment Source Name		Total Number of Interviewees	
NO FULL TIME F	POSITIONS FILLED			
			***************************************	

## SUMMARY DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES

Complete this form to summarize the activities compiled on the Description of Supplemental Outreach Initiatives worksheets (page 16). Stations required to engage In four initiatives should use an additional sheet to include remaining initiatives.

2/4 YEAR PERIOD BEGINNING August 1, 2019 AND ENDING July 31, 2020					
Specify First Initiative: 8/11-8/13/19 Annual Management Meeting					
Describe activities undertaken to fulfill that initiative: Bud Walters (President of The					
Cromwell Group Inc & Affliates), Market Managers, Business Managers, Programmers and					
Digital Staff attended a three day meeting discussing topics related to company policies					
Digital Staff attended a timee day incerning asseasoning topics foliated to company ponetes					
On non-discrimination policies and EEO. Doug Pierce, HR Attorney, attended to provide					
training on these policies.					
Specify Second Initiative: 9/20/19 IL State Univ. Career Fair					
Describe activities undertaken to fulfill that initiative: Luci Englum, GM participated in					
the career fair hosted by IL Broadcasters Assn. to speak with students interested in the broadcast					
industry regarding open positions and internships. Along with panel participation about					
industry regarding open positions and internships. Thoug with paner participation about					
"Sales & Marketing-Making Money for You and the Station". Answering questions, and					
opening discussions with students.					

of the renewal filing date.

Place in the Public file and post on the station's website annually on the anniversary

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2/4 YEAR PERIOD BEGINNING August 1, 2019 AND ENDING July 31, 2020					
Specify Third Initiative: 1/7/2020 IL & KY Managers Meeting					
Describe activities undertaken to fulfill that initiative: Bud Walters (President), and Cromwell					
market managers from Illinois and Kentucky meet to discuss revenue generating ideas, NTR					
Opportunities, recruiting efforts and community involvement, collaboration between markets					
in sales/programming/online/digital growth.					
Specify Fourth Initiative: 1/17/20-1/19/2020 Idea Bank					
Describe activities undertaken to fulfill that initiative: Theresa Tate (AE)					
and Erica Foltz (Programming) attended the Int'l Broadcasters Idea Bank Workshop					
in St. Louis, MO. Designed for broadcast professionals to network and participate in					
radio/digital education and idea sharing.					

Place in the Public file and post on the station's website annually on the anniversary

of the renewal filing date.

## WMCI – WHQQ – WWGO – WCBH – WCRA – WCRC – WPMB – WKRV RECRUITMENT LIST

#### **Advertising:**

All positions posted in/at all the publications, departments, and organizations listed below:

- 1. The Daily Eastern News, Eastern Illinois University, Betsy Jewell, Student Publications, 600 E. Lincoln, Charleston, IL 61920, fax 217-581-2923, send notices by fax.
- 2. Lakeland Community College, Communications Dept., Greg Powers, 5001 Lakeland Blvd., Mattoon, IL 61938, email: Careerservices@lakelandcollege.edu
- 3. Illinois State University, Radio & Television Dept., Illinois State University Fell 011, Normal, IL 61790, send notices by mail.
- 4. Richland Community College, Career Services, One College Park, Decatur, IL 62526, post on website: collegecentral.com/richland
- 5. Millikin University, Communications Department, Communications Department, 1184 W. Main St., Decatur, IL 62522 Email notices to: career-center@millikin.edu
- 6. Illinois Employment and Training Center, 2311 Hoffman Dr., Effingham, IL 62401, fax 217-342-4198, send notices by fax.
- 7. IL Center for Broadcasting in Chicago Bob Hillman, Placement Director Email: bhillman@beonair.com
- 8. Lincoln Trail College fill out their form (in file) and email Teresa Jenkins ienkinst@iecc.edu
- 9. Eastern IL University
  Radio & TV Dept.
  Jeff Owens jdowens@eiu.edu

IL Dept of Human Resources email: <u>volke@iecc.edu</u> Employment Resource Specialist - Erin Volk