



List of Recruitment Sources Used to Fill Each Vacancy

Job Title Account Executive Date Position Filled 8/3/15

Source for Actual Hire Indeed

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
Dakota Broadcasting All Access	SEE AGENCY RECRUITMENT LIST FOR ADDRESS AND CONTACT INFORMATION
Northern St. University SD Broadcasters Association	
SD Dept. Labor Indeed	
Radio Sales Cafe Radio Business Report	

Form Prepared By Lisa Johnston Date 8/31/15

To be completed after each full time vacancy is filled.

Place completed sheet in station’s local public file and post on station’s website.

Attach copies of advertisements, bulletins, letters, emails faxes or other communication announcing vacancy. (These do not need to be posted in file)



List of Recruitment Sources Used to Fill Each Vacancy

Job Title Account Executive Date Position Filled 8/8/16

Source for Actual Hire Referral

Recruitment Sources Utilized

Indeed.com	See attached Agency Recruitment List for address and contact information
South Dakota Broadcasters Association	
Dakota Broadcasting	
Radio Sales Cafe	

Form Prepared By Lisa Johnston Date 9/1/16

To be completed after each full time vacancy is filled.

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List of Recruitment Sources Used to Fill Each Vacancy

Job Title Account Executive Date Position Filled 10/23/15 & 11/18/15

Source for Actual Hire Referral & Dakota Broadcasting (KABD)

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
Indeed.com Dickie County Leader	SEE AGENCY RECRUITMENT LIST FOR ADDRESS AND CONTACT INFORMATION
Dakota Broadcasting Radio Sales Cafe	
South Dakota Broadcasters Association	

Form Prepared By Lisa Johnston Date 11/25/15

To be completed after each full time vacancy is filled.

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List of Recruitment Sources Used to Fill Each Vacancy

Job Title Account Executive/Sales Date Position Filled 11/14/16

Source for Actual Hire Indeed

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
Indeed Radio Sales Cafe	See Agency Recruitment List for Address and Contact Information
SD Broadcasters Association	

Form Prepared By Lisa Johnston Date 11/23/16



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List of Recruitment Sources Used to Fill Each Vacancy

Job Title General Manager Date Position Filled N/A

Source for Actual Hire No Hire - Promoted Devin Reints to Assistant Manager

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
All Access SD Broadcasters Association	SEE ATTACHED RECRUITMENT LIST FOR ADDRESS AND CONTACT INFORMATION
SD Dept Labor Radio Advertising Bureau	
Indeed Radio Sales Cafe	
Radio Business Report	

Form Prepared By Lisa Johnston Date 8/28/15

To be completed after each full time vacancy is filled.

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List of Recruitment Sources Used to Fill Each Vacancy

Job Title On Air Talent Date Position Filled 12/1/15

Source for Actual Hire Indeed

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
All Access Brown College	SEE ATTACHED AGENCY LIST FOR CONTACT INFO
Buena Vista University Indeed	
Ohio Centers for Broadcasting Wartburg College	
University of South Dakota Iowa Lakes Community College	
South Dakota Broadcasters Association Tvandradijobs.com	

Form Prepared By Lisa Johnston Date 11/25/15

To be completed after each full time vacancy is filled.

Place completed sheet in station’s local public file and post on station’s website.

Attach copies of advertisements, bulletins, letters, emails faxes or other communication announcing vacancy. (These do not need to be posted in file)



List of Recruitment Sources Used to Fill Each Vacancy

Job Title On Air Talent Date Position Filled 10/6/16

Source for Actual Hire Indeed

Recruitment Sources Utilized

Name & Address	Contact Person & Phone/Fax #
All Access Ohio/Illinois Centers for Broadcasting	SEE AGENCY RECRUITMENT LIST FOR ADDRESS & CONTACT INFORMATION
SD Department of Labor Indeed	
Iowa Lakes Community College Radio & TV Jobs	
SD Broadcasters Association MN Broadcasters Association	
University of South Dakota Dordt College	
Morningside College Buena Vista University	

Form Prepared By Lisa Johnston Date 11/4/16



To be completed after each full time vacancy is filled.

Place completed sheet in station’s local public file and post on station’s website.

Attach copies of advertisements, bulletins, letters, emails faxes or other communication announcing vacancy. (These do not need to be posted in file)

Dakota
Agency Recruitment List

	Agency Name	Prong 2	Address	Contact Name	Contact Email	Contact Phone	Contact Fax	Website
1	Dakota Broadcasting	No	426 N. Hwy 281 Ste 4 Aberdeen, SD 57401	Careers	Careers@dakotabroadcasting.com	605-725-5551	605-725-5553	
2	Aberdeen News Paper	No	124 S 2nd St. Aberdeen, SD 57401	Brenda VanMeter	bvanmeter@aberdeennews.com	605-622-2222	605-622-2346	
3	All Access	No	28955 Pacific Coast Hwy Ste 210 Malibu, CA 90265	Post on Forum		310-457-6616	310-457-8058	http://www.allaccess.com/
4	Brown College	No	1345 Mendota Heights Rd Mendota Heights, MN 55120	Christine Dye	cdye@h.sanfordbrown.edu	651-905-3509	651-905-3540	
5	Northern St University	No	1200 S. Jay St. Aberdeen, SD 57401	Beverly Werner		605-626-2371	605-262-3399	
6	SD Broadcasters Association	No	106 W Capital Box 1037 Pierre, SD 57501	Marla Willard Margarete Engels	marla@willardandassociates.com marg@willardandassociates.com	605-224-1034		http://www.sdba.org/
7	SD Dept Labor	No	420 S Roosevelt Aberdeen, SD 57401	Dan Thielsen		605-626-2340	605-626-2228	http://dlr.sd.gov/
8	Sportscaster Talent Agency of America	No		Career Services				
9	Radio Advertising Bureau	No		Reba George	rgeorge@rab.com	972-753-6743		
10	Indeed	No	www.indeed.com	N/A	N/A	1800-462-5842		www.indeed.com
11	Radio Sales Café	No	225 SW Skyline Dr. Pullman, WA 99163	Rebecca Schwartz	rebecca@gracebroadcast.com	888-472-2388	N/A	www.radiosalescafe.com
12	Radio Business Report	No	225 SW Skyline Dr. Pullman, WA 99163	Rebecca Schwartz	rebecca@gracebroadcast.com	888-472-2388	N/A	http://rbr.com/classifieds/
13	Wartburg College	No	222 9th St NW PO Box 1003 Waverly, IA 50677	Career Services / Derek Solheim	studentemployment@wartburg.edu derek.solheim@wartburg.edu	319-352-8350		
14	Iowa Lakes Community College	No	300 South 18th St. Estherville, IA 51334	Kent Schmidt	kschmidt@ilcc.cc.ia.us	712-362-7914		https://iowalakes.optimalresume.com/employers
15	Ohio/Illinois Centers for Broadcasting	No	5330 East Main St. Columbus, OH 43213	Alvis James Moore	amoore@beonair.com	614-655-5250 ext. 5106	614-414-0153	http://www.beonair.com/columbus
16	University of Minnesota	No	1300 South 2nd St Minneapolis, MN 55454		jobdev.umn.edu	612-624-4814	612-626-7911	http://www1.umn.edu/ohr/employment/index.html
17	University of South Dakota	No	414 East Clark ANMC205 Vermillion, SD 57069	Kasandra Girard	Kasandra.Girard@usd.edu	605-677-8854		
18	Buena Vista University	No	PO 2975 Storm Lake, IA 50588	Owen Statlander / Career Services	statowe@bvu.edu / careerservices@bvu.edu	507-3980-0367		https://www.collegecentral.com/bvu
19	Iowa Broadcasters Association	No	PO Box 71186 Des Moines, IA 50325	Mark Osmundson	webmaster@iowabroadcasters.com / mark@kdao.com	641-750-7220		
20	radioandtvjobs.com	No		Mike Patrick/ Webmaster	zzmadden@yahoo.com			www.radioandtvjobs.com
21	Dickie County Leader	No	55 2nd Ave N Ellendale, ND 58436	Stella Phoenix	dcleader@drtel.net	701-349-3222		



Full Time Jobs Filled

List of All Full Time Jobs Filled for the 12 Month Period of October 29, 2014
through November 30, 2016

Job Title	Date Filled
General Manager	No GM Hired Promoted current employee
Advertising Executive	8/3/15 & 9/1/15
Account Executive	10/23/15 & 11/20/15
On Air Talent	12/1/15
Account Executive	8/8/16
On Air Talent	10/6/16
Account Executive	11/14/16

Form Prepared By Lisa Johnston Date 11/23/16



To be completed continuously as each vacancy is filled.

Place completed sheet in station’s local public file and post on station’s website.



Total Number of Interviewees Referred by Each Recruitment Source

Twelve Month Period of 12/1/14 through 11/30/16

Total Number of People Interviewed 46

Number of Interviewees Referred by Each Recruitment Source

Recruitment Source Name	Total # of Interviewees
Indeed	17
Referral	15
Radio Sales Cafe	3
Employee	1
Radio Advertising Bureau	1
Dakota Broadcasting On Air	8
All Access Radio	1

Form Prepared By Lisa Johnston Date 11/23/16



To be completed on the anniversary date of the renewal filing due date.

Use Tally of Interviewee Sources (Form 4) to complete.

Place completed sheet in station’s local public file and post on station’s website.



Summary of Supplemental Outreach Initiatives

2 Year filing period from December 1, 2014 to November 30, 2016

First Initiative: Participation in scholarship programs

Activities to fulfill initiative Advertised for the 2015 International Broadcasters' Ideabank SESAC Radio Scholarship Grant where one scholarship of \$10,000 is awarded to a junior or senior that is studying broadcasting or song writing. We supplied scholarship applications at our offices and provided information on how to apply for the scholarship.

Second Initiative: Co Sponsor Job Fair

Activities to fulfill initiative Dakota Broadcasting co-sponsored the Spring 2015 Aberdeen Area Job Fair. We donated advertising to help promote the event and had a booth at the fair where we talked about career opportunities in the radio broadcast industry.

Form Prepared By: Lisa Johnston Date: 11/23/16



- To be completed for every Prong 3 Outreach Initiative.
- Use additional sheet to include remaining initiatives.
- Use the Description of Supplemental Outreach Initiatives (Form 7) to complete.
- Place completed sheet in station's local public file and post on station's website.



Summary of Supplemental Outreach Initiatives

2 Year filing period from December 1, 2014 to November 30, 2016 (Continued)

First Initiative: Training, provision of training to management level personnel as to the methods of ensuring equal opportunity and preventing discrimination

Activities to fulfill initiative In 2015 and 2016 Management attended a managers meeting where EEO rules, regulations, policies and procedures were discussed.

Second Initiative: Training, provision of training to personnel of unaffiliated non profit organizations

Activities to fulfill initiative An Aberdeen Central High School student interend at Dakota Broadcasting. During the internship the student co-hosted the morning show, voiced some ads and handles full production of several ads.

Form Prepared By: Lisa Johnston Date: 11/23/16



- To be completed for every Prong 3 Outreach Initiative.
- Use additional sheet to include remaining initiatives.
- Use the Description of Supplemental Outreach Initiatives (Form 7) to complete.
- Place completed sheet in station’s local public file and post on station’s website.



Summary of Supplemental Outreach Initiatives

2 Year filing period from December 1, 2014 to November 30, 2016 (Continued)

First Initiative: Training, Provision of training to management

Activities to fulfill initiative Management attended a webinar that covered the US Department of Labor new rules and regulations regarding the minimum salary levels for FLSA overtime exemptions. This included ways to be fair in the new wage laws for all positions and levels within the radio industry.

Second Initiative: Participation in Job Fairs, participation in a job fair by station personnel who who have substantial responsibility of making hiring decisions.

Activities to fulfill initiative Station Assistant General Manager and News Director participated in the Aberdeen Chamber's Student Career Fair at Northern State University. All high schools in Aberdeen attended along with several area towns.

Form Prepared By: Lisa Johnston Date: 11/23/16



- To be completed for every Prong 3 Outreach Initiative.
- Use additional sheet to include remaining initiatives.
- Use the Description of Supplemental Outreach Initiatives (Form 7) to complete.
- Place completed sheet in station's local public file and post on station's website.