

Annual EEO Public File Report  
WLGZ - FM

The purpose of this EEO Public File Report is to comply with Section 73.2080(c)(6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station: WLGZ - FM, Rochester, New York and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in this Report covers the time period beginning February 1, 2016, to and including January 31, 2017 (the "Applicable Period").

The FCC's 2002 EEO Rule requires that this Report contain the following information:

1. A list of all full - time vacancies filled by the Station comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080 (c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full - time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full - time vacancies during Applicable Period and the total number of interviewees referred by each source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC rules.

Appendices 1, 2, and 3 which follow have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled "Full - time Positions for Which This Source Was Utilized" refer to the number of the fulltime job positions listed on Appendix 1.

For purposes of this Report, a vacancy was deemed "filled" not when the offer was extended, but when the hiree accepted the job offer. A person was deemed "interviewed" whether he or she was interviewed in person, over the telephone or by email.

Vacancy Information

Full-Time Positions Filled By Job Title	Recruitment Sources Used to Fill Vacancy	Recruitment Source of Hiree	Total Number of Interviewees
1. Office Assistant Manager /Promotions Manager	#2, #4, #10	Indeed	5

TOTAL NUMBER OF PERSONS INTERVIEWED DURING APPLICABLE PERIOD: 5

<u>Recruitment Source Participated</u>	<u>Number of Interviewees Provided</u>	<u>Position for which which Source was utilized</u>
1. Craigslist <a href="http://www.craigslist.org">www.craigslist.org</a>	0	
2. WLZ Website <a href="http://www.legends1027.com">www.legends1027.com</a>	1	#1
3. WLZ Facebook <a href="http://www.facebook.com/legends1027">www.facebook.com/legends1027</a>	0	
4. Indeed <a href="http://www.indeed.com/">http://www.indeed.com/</a>	3	#1
5. Roberts Wesleyan College 2301 Westside Dr., Rochester, NY Contact: Kathy Tesavis (585) 594-6539	0	
6. Nazareth College 4245 East Ave. Rochester, NY Contact: Mike Kahl (585) 389-2890 mkahl6@naz.edu	0	
7. Finger Lakes Community College 3325 Marvin Sands Dr, Canandaigua, NY Contact: Sherrie Jenkins (585)526-6391 sjenkins@seedway.com	0	
8. Monroe Community College 1000 E Henrietta Rd, Rochester, NY Contact: Sherry Sweet (585) 292-2368 ssweet@monroecc.edu	0	
9. NYS Department of Labor P.O. Box 4127, Albany NY 12227 Contact: Steve DeRenzo (585) 258-8885	0	
10. Referral	1	#1

SUPPLEMENTAL RECRUITMENT ACTIVITIES UNDERTAKEN BY THE  
STATION

Station Claiming Credit: WLGZ-FM

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
General Outreach via Internet

Participating Employees: Program Director and Office Manager

Host/Sponsor of Activity: General Outreach via Internet

Brief description of activity and station participation: General ad was posted on NY State Job Bank for sales, writing, board operating, on-air hosting and office work. This is updated as needed; similar postings were also made public on the station's Facebook page.

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
Employment Opportunities

Participating Employees: All WLGZ Staff

Host/Sponsor of Activity: Employment Opportunities

Brief description of activity and station participation: WLGZ- FM

Station disseminated information about opportunities in broadcasting at community events and festivals throughout the year. Applications were at the station booths and on tables for employment-seeking individuals unaware of the radio station to fill-out; managers made themselves available throughout these events so to discuss possible opportunities and vacancies.

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
Annual Employee Harassment and Discrimination Meeting

Participating Employees: Mark Shuttleworth – Station Manager, Andrea Almansberger – Sales Manager

Host/Sponsor of Activity: Don Crawford, Jr. / President and Owner of WLGZ

Brief description of activity and station participation: WLGZ-FM

President/ Owner began the meeting by explaining the importance of being familiar with the discrimination/harassment policy of WLGZ and the importance of these issues. He reviewed the pages from the Company Policy Handbook dealing with Discrimination and Harassment. Staff members were given the opportunity to ask questions.

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
Training Program for Broadcast Skill Development

Participating Employees: Program Director, Sales Manager, Promotions Director

Host/Sponsor of Activity: Training Program for Broadcast Skill Development

Brief description of activity and station participation: WLGZ- FM

Brief Description of Activity and Station Participation:

Training Program with written and verbal instructions was developed to enable station personnel to acquire skills that could qualify them for higher level positions. Program Director and Sales Manager trained new Promotions Director on station policies, office responsibilities, administrative sales duties, and process for setting up and executing a station event. Program Director and Sales Manager continue to meet with Promotions Director weekly to answer any questions and continue training process.

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
SEU Mentoring Program

Participating Employees: Don Crawford Jr. – President, Mark Shuttleworth – Station Manager, Andrea Almansburger- Sales Manager, Caitlyn Jenkins – Promotions Manager

Host/Sponsor of Activity: SEU Mentoring Program

Brief description of activity and station participation: WLGZ- FM

Brief Description of Activity and Station Participation:

SEU and President continuously corresponded and met with each other during 2016 to ensure complete EEO compliance and fulfillment. President invariably addressed the areas of need and focus and also trained SEU on filing and the website posting. President provided training to management level personnel on conducting an interview while adhering to the EEO rules for hiring to prevent discrimination.

Type of Activity Under New EEO Rule: [Job Fair, Scholarship, etc.]  
Career Fair Participation

Participating Employees: Mark Shuttleworth-Station Manager, Andrea Almansberger – Sales Manager, Caitlyn Jenkins – Promotions Manager

Host/Sponsor of Activity: Roberts Wesleyan College, Finger Lakes Community College, Nazareth College, and Monroe Community College.

Brief description of activity and station participation: WLGZ-FM Program Director, Sales Manager, and Promotions Manager attended job fairs at Roberts Wesleyan College, Finger Lakes Community College, Nazareth College, and Monroe Community College. They were able to talk to several students regarding a career in broadcasting and employment opportunities at WLGZ-FM.

