**KLZ Radio, Inc.**

**Annual EEO Report**

December 1, 2018 – November 30, 2019

The purpose of this EEO Public File Report (Annual EEO 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(s):

|  |  |
| --- | --- |
| **Station** | **City of License** |
| KLZ AM | Denver, CO |
| KLTT AM | Commerce City, CO |
| KLDC AM | Denver, CO |
| KLVZ AM | Brighton, CO |

**Section I. List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Full-time Positions Filled by Job Title** | **Date Position Hired** | **Total # Interviewed** | **Recruitment Sources**  **Utilized** | **Recruitment Source of Hire** |
| **Social Media Director** | **4/21/19** | **7** | **5,6,7,8,9a,12,12a,13b,23,25,33a,37,38,**  **39,40** | **9a** |
| **Production Assistant** | **9/30/19** | **6** | **5-8,10-13,13b,23,25,29,33a,38,39,42,**  **51** | **42** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Total # of Interviewees: 13 Vacancies 2**

**Section II. All Full-time openings listed in Section I were filled from notifications sent to the following sources:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Source #** | **WEBSITES** | **Address** | **State** | **Contact** | **Phone&Fax** | **# Interviews from this**  **Source** |
|  | 1 | [www.careerbuilder.com](http://www.careerbuilder.com/) | Website |  | None-post on line |  |  |
|  | 2 | [www.craigslist.org](http://www.craigslist.org/) | Website |  | None-post on line |  |  |
|  | 3 | [www.radiojobbank.com](http://www.radiojobbank.com/) | Website |  | None-post on line |  |  |
|  | 4 | wwwjobing.com | Website |  | Posted on-line |  |  |
|  | 4a | www.allaccess.com | Website |  | Posted on-line |  |  |
|  | 5 | [www.560theSource.com](http://www.560theSource.com) | 2821 So. Parker Rd #1205. | Aurora, CO | KLZ Radio |  |  |
|  | 6 | [www.810kldc.com](http://www.810kldc.com/) | 2821So Parker Rd.#1205 | Aurora, CO | CBC Radio |  |  |
|  | 7 | [www.670kltt.com](http://www.670kltt.com/) | 2821 So. Parker Rd.  #1205 | Aurora, CO | KLTT Radio |  |  |
|  | 8 | [www.1220klvz.com](http://www.1220klvz.com/) | 2821 So. Parker Rd. #1205 |  |  |  |  |
|  | 8a | <http://hisair.net/jobs>  Christian Radio Jobs | Website |  |  |  |  |
|  | 9 | Monster.com | Website |  |  |  |  |
|  | 9a | Indeed.com | Website |  |  |  | 5 |
|  | 10 | KLTT On-Air Promo |  |  |  |  | 1 |
|  | 11 | KLDC On-Air Promo |  |  |  |  |  |
|  | **12** | **KLZ On-Air Promo** |  |  |  |  | **2** |
|  | **12a** | **KBRT Website** | **website** |  |  |  |  |
|  | 13 | KLVZ On-Air Promo |  |  |  |  | 1 |
|  | 13a | Twitter |  |  |  |  |  |
|  | 13b | Facebook |  |  |  |  |  |
|  | 13c | Connecting Colorado Website  [www.connectingcolorado.com](http://www.connectingcolorado.com) | Website | Denver CO |  |  |  |
|  |  | **COLLEGES** |  |  |  |  |  |
|  | 14 | Arapahoe Community College  http://arapahoe.jobing.com | 5900 So Santa Fe. Drive | Littleton, CO  80160 | Jan McLees | 303-797-5809  303-797-5926 Fax |  |
|  | 14a | Center for Workforce Development  Community College of Aurora  Lowry Campus  www.CCAurora.edu | 9202 E. Servern Pl Bldg 901 #207B | Denver, CO | Alisa Trowell Employment Developer  Alias.trowell@ccaurora.edu | 303-340-7506  303340-7049 Fax |  |
|  | 15 | Metro State College  www.ecampusrecruiter.com/ | 1734 Wazee | Denver CO 80211 | Sarah Senter  ssenter@mscd.edu | 303-556-3664 303-556-4035Fax |  |
|  | 16 | Cambridge College  [www.cambridgecollege.com](http://www.cambridgecolletge.com/) | 350 Blackhawk | Aurora, CO 80011 | Reann Hyde | Fax 303-963-3010  #3323 |  |
|  | 17 | Colorado Christian University  www.collegecentral.com\ccu | 8787 W. Alameda Ave. | Lakewood CO 80226 | Carol Trejos | 303-963-3325 303-963-3301Fax |  |
|  | 18 | Aurora Community College | E. Centre Tech Pky | Aurora, CO 80111 | Elizabeth Reed | 303-360-4700 303-360-4791Fax |  |
|  | 19 | University of Colorado  [www.colorado.edu/studentemploym](http://www.colorado.edu/studentemploym)  ent | UCB 77 | Boulder, CO 80309 | Student Employment  Angrith Na | 303-492-7439 303-492-4544 Fax |  |
|  | 20 | University of Denver  [career@du.edu](mailto:career@du.edu) | 2050 E. Evans Ave. #30 | Denver, CO 80208 | Debbie Sheanin  Contact by e-mail | 303-871-2150  303-871-4335 Fax |  |
|  | 21 | ITT Technical Institute  [maldapa@itt-tech.edu](mailto:maldapa@itt-tech.edu) | 500 E. 84th Ave. | Thornton, CO 80229 | Mario Aldapa  Contact by e-mail | 303-288-4488 |  |
|  |  |  |  |  |  |  |  |
|  | 23 | Colorado Media School of Broadcasting (Ohio SB)  [Placement.denver@beonair.com](mailto:Placement.denver@beonair.com) | 1310 Wadsworth Blvd. | Lakewood, CO 80214 | Debbie Byrd  Contact by e-mail | 303-937-7070 303-975-0386 Fax |  |
|  | 24 | Everest College | 14280 E. Jewell Ave, Ste 100 | Aurora, CO  80012 | Thelma | 303-745-6244  303-745-6245Fax |  |
|  | 24a | Johnson &Wales University | 7100 Montview Blvd | Denver Co  80220 | Eileen Walsh  Eileen.walsh@jwu.edu | 303-256-9381Fax |  |
|  | 25 | Colorado Women’s Chamber of Commerce [info@cwcc.org](mailto:info@cwcc.org) | 1860 Blake St. #810 | Denver, CO 80211 | Katie  kknorr@cwcc.org | 303-831-0720 |  |
|  | 26 | Colorado Broadcasters Association  Virtual Job Fair | 445 Union Boulevard | Lakewood, CO 80228 | Justin Sasso | 720-536-5427 |  |
|  | 27 | Hispanic Chamber of Commerce | 924 W. Colfax Ave. | Denver, CO 80204 | Monica Rodriquez | 303-534-7783 303-595-8977 Fax |  |
|  | 27a | Colorado Black Chamber of Commerce  NaacpAurora@gmail.com | P.O.Box 31671 | Aurora CO  80041 |  | 303-366-2971 |  |
|  | 28 | Micasa Resource Center  Advancing Prosperity | 3455 Grove St. | Denver, CO | Daniel Garcia | 303-573-1302  303-595-0422Fax |  |
|  | 29 | Alliance of Professional Women  [apwcolo@yahoo.com](mailto:apwcolo@yahoo.com)  [execdir@apwcolorado.org](mailto:execdir@apwcolorado.org) | P.O.Box 480384 | Denver, CO | Kerry Hamond | 303-368-4747 |  |
|  | 30 | Dept. of Human Services  Senior Ageing & Adult Services  audrey.krebs@state.co.us | 1575 Sherman St. | Denver, CO  80203 | Audrey Krebs  by e-mail | 303-866-2846 |  |
|  | 31 | Easter Seals  Director of Employment Services  dschulte@eastersealscolorado.org | 5655 W. Alameda Ave. | Lakewood, CO  80226 | Shane Lampe  by e-mail | 303-937-7713 #256 |  |
|  | 32 | Colorado State Veteran’s  Fitzsimmons  Colorado.gov | 1919 Quentin St. | Aurora, CO  80045 | Shelly Berry  by fax | 720-857-6400  720-857-6500Fax |  |
|  | 33 | Together We Served  US Marines Corp  [admin@marines.togetherweserved.com](mailto:admin@marines.togetherweserved.com) | 9430 Topanga Canyon  Blvd. Ste.#203 | Chatsworth, CA  91311 | Maj Wes Prater  TWS Admin | wtprater@togehterweserved.com |  |
|  | 33a | Aurora Veterans’ Affairs Commission  veterans@auroragov.org | 15151 E. Alameda Parkway, Ste 4500 | Aurora, CO  80012 | Nicholas Walker  Commissioner | 303-739-7587  303-739-7297Fax |  |
|  | 33b | Marines Association  Marine Corps League  Gold Star Wives  PaulaSarlls@comcast.net | 3066 So Granby St. | Aurora, CO  80014 | Paula D Sarlls  Founder | 303-766-9023 |  |
|  | 34 | Services de la Raza | 4055 Tejon | Denver, CO  80211 | Flora | 303-458-5851  303-455-1332 Fax |  |
|  | 35 | Black Women’s Center  Manual Posting | 4821 East 38th Ave | Denver, CO  80207 | Hazel Wheitsett | 303-355-3486 Fax  -3488 |  |
|  | 36 | Denver Indian Center  www.denverindiancenter.org | 4401 Morrison Rd. | Denver, CO | Linda Pete | 303-936-2688  303-930-2699 Fax |  |
|  | 37 | Denver Work Force Dev. Division Office of Economic Dev.  www.connectingcolorado.com | AM Mayor’s Workforce Division | Denver, CO | Steve Martinez  Website posting | 720-913-1648 720-913-1652 Fax |  |
|  | 38 | Office of Economic Development  Rosy.mcdonough@state.co.us | 1625 Broadway  Ste. 2700 | Denver, CO  80202 | Rosy McDonough | 303-844-3701  303-892-3848 Fax |  |
|  |  | **ADS & OTHER** |  |  |  |  |  |
|  | 39 | Posted Notifications on all CBC Bulletin Boards |  |  |  |  |  |
|  | 40 | Employee Referral |  |  |  |  | 2 |
|  | 41 | Client Referral |  |  |  |  |  |
|  | 42 | Previous or Existing Employee PT/ Employee/ Transfer/Promotion | KLZ Radio Inc. | Aurora CO |  | 303-481-1800 | 2 |
|  | 43 | Experience Pros. LLC  www.experiencepros.com | KLZ Programmers  2851 So. Parker Rd. | Aurora, CO | Eric Reamer  Angel Tuccy | 720-344-2446 |  |
|  | 44 | Colorado Community Church  Aurora Campus/Stapleton Campus  tcharles@coloradocommunity.org | 2220 S. Chambers | Aurora, CO 80014 | Terry Charles | 303-783-3838  303-369-1074Fax |  |
|  | 45 | Colorado Broadcasting Assoc.  justin@coloradobroadcasters.org. |  |  | Juston Sasso |  |  |
|  |  | **CAREER AND JOB FAIRS** |  |  |  |  |  |
|  | 46 | Job Search Engine  Connected to various website links | Unknown links |  |  |  |  |
|  | 48 | The Art Institute of Colorado  Kechter-wright@aii.edu | 1200 Lincoln St. | Denver, CO. | Kate Wright | 303-824-4881  303-824-4907fax |  |
|  | 49 | Colorado Media School events |  |  |  |  |  |
|  | 51 | Denver Job News  Donna Davenport (2)  Job Fair 9/17/18\* | Double Tree  Denver Tech Center | Denver | Donna Davenport | 720-229-2815 |  |
|  | 52 | National Career Fair (2) | Sheraton Denver Tech Center Hotel | Greenwood Village | Richard Flynn | 877-561-5677 |  |

**Section III. Supplemental Non-vacancy Specific Recruitment Initiatives**

The EU Cross Training Program

An ongoing training curriculum at Crawford Broadcasting, the EU Cross Training Program provides station personnel with a path for career advancement by developing new skills that qualify them for higher level positions; e.g. this year an Administrative Assistant trained with the Office Manager to acquire skills for preparing new hiring procedures and client contracts. The Office Manager and Traffic Manager received extensively training on new accounting requirements, billing procedures and software systems.

Sales Training on The Tailored Plan

Developed by our founder and refined extensively over the years, The Tailored Plan is a comprehensive, on-going program designed to teach account executives the company philosophy and the essential advertising fundamentals which are strategically designed and integrated to produce profit for an advertising client.

Anti-discrimination/Harassment Review This review was held 1/29/19 for full-time and part-time employees. The station manager read the employee handbook which covers EEOC long-standing anti-harassment policies and procedures to help the EEOC maintain a workplace free from unlawful harassing conduct and promote a work environment that ensures equal opportunity.

5/15/2019 Job News Denver USA Job Fair

Hundreds of job seekers and numerous Denver companies attended this Job Fair held at the Doubletree by Hilton Denver, Denver CO. Numerous resumes were collected, and several candidates were contacted to discuss future opportunities at Crawford Broadcasting.

7/18/19 The National Career Fair

This job fair event at the Sheraton Denver Tech Center Greenwood Village provided a broad professional and diverse group of job candidates in a populated area of town where job fairs are not usually held.

7/18/19 – 7/23/19 (2) Colorado Media School Mentoring Programs

A Writer/Producer from KLZ Radio spoke to Colorado Media School classrooms about careers in the radio industry. Colorado Media School has developed a curriculum dedicated to aspiring writers, producers, production technicians and on-air personalities in the broadcasting field. Crawford Broadcasting employees and CMS students held an open forum discussion about career opportunities and qualification requirements in the Denver area broadcasting market.

9/17/19 Job News Denver USA Job Fair

The Crawford Broadcasting EU Management team and hiring personnel attended the Job News Denver USA job fair at the Double Tree Tech Center Greenwood Village. Several candidates were interviewed for a Production Assistant at this event.

10/1/19 The National Career Fair

KLZ Radio, Inc. attended the Denver NCF at the Sheraton Denver Tech Center in Greenwood Village. This was highly promoted on air for three weeks. Job seekers were given the chance to network with hiring managers and discuss the company’s employee benefits, management style and culture. Contact information and resumes were collected for future hiring.

10/31/19 Colorado Media School Intern Program

An intern student was hired to provide them with additional hands-on training and workplace experience with KLZ Radio, Inc. The objective for this intern is to broaden their human relations/communications skills as they meet a variety of people in conjunction with their field experience and to open possibilities for employment after graduation. The time spent will be an opportunity to gain real-life Broadcasting experience and will be credited toward their lab requirements.

**Stations KLZ/KLTT/KLDC/KLVZ are Equal Opportunity Employers**