

**2/4 Year Period beginning January 1, 2018 and ending December 31st, 2018**

***\*Specify First Initiative:*** Participation in at least four events sponsored by community groups active in broadcast employment issues (conventions, career days, workshops, and similar activities)

Describe activities undertaken to fulfill that initiative: Attended the following: KMRS/KKOK Spring Expo in March 16-17, 2018; Stevens County Fair, August 8-12, 2018; UMM Business Expo August 27, 2018; West Central MN Area Business Expo March 20, 2018 and September 18, 2018.

***\*Specify Second Initiative:*** Establishment of an intern program designed to assist members of the community to acquire skills needed for broadcast employment.  
Describe activities undertaken to fulfill that initiative: Internship position available and posted with Minnesota State University, Moorhead; Alexandria Technical College Placement Center; and Ridgewater College Career Services.

***\*Specify Third Initiative:*** Co-Sponsoring at least one job fair with organizations in the business professional community whose memberships include substantial participation of women and minorities.

Describe activities undertaken to fulfill that initiative: Sponsorship and attendance at the University of Minnesota, Morris Business Expo with the Morris Area Chamber and other local businesses, August 27, 2018.

***\*Specify Fourth Initiative:*** Provision of Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.  
Describe activities undertaken to fulfill that initiative: Meeting with Deb and Bill Eckersen on EEO November 15, 2018 and Managers Meeting attended by Deborah Mattheis on October 10th, 2018 at Marriot Mpls West - Manager's meeting with owner and VP of Ingstad Broadcasting Company and Iowa City Broadcasting, discussed EEO requirements/prongs/website/recruitment processes/job placement/initiatives.

***List of all full-time jobs filled for the 12 month period  
December 1st 2017 through November 30th 2018***

1. Full-time News Director...date opened March 12, 2018...date filled May 11, 2018

Recruitment Source: KMRS KKOK RADIO

***List of Recruitment Sources used for above vacancies***

- \*\*\*KMRS/KKOK Radio Station, Morris, MN
- \*\*\*www.kmrskkok.com, website Morris, MN
- \*\*\*Ridgewater College, Willmar, MN
- \*\*\*West Central MN Business Expo, Willmar, MN
- \*\*\*Minnesota Broadcasters Association, website MBA

***Yearly Total Number of Interviewees and Total Number of Interviewees Referred by Each Recruitment Source***

Period Beginning Dec 1, 2017 Ending November 30, 2018

Total Number of Interviews for Full-time Vacancies - 1

Total Number of Interviewees referred by each recruitment source

KMRS/KKOK Radio station - 1

KMRS/KKOK Website – 0

Ridgewater College – 0

West Central MN Business Expo – 0

The Stevens County Times – 0

Dragon Jobs MN State - 0

Minnesota Broadcasting Association - 0

**Report prepared by Deborah Mattheis November 2018**

Appendix 1 to

Sample Annual EEO Public File Report Form

Covering the Period from 12/1/17 to 11/30/18

Station(s) Comprising Station Employment Unit: [~~Station Call Sign(s)~~] KNRS/ KKOK

Section 1: Vacancy Information

	Full-time Positions Filled By Job Title	Recruitment Source of Hiree
1	<u>NEWS DIRECTOR</u>	<u>KNRS/ KKOK RADIO</u>
2		
3		
4		
5		

Total Number of Persons Interviewed During Applicable Period: 1

Advisory

Appendix 2 to Sample "Annual EEO Public File Report" Form

Covering the Period from 12/1/17 to 11/30/18

Station(s) Comprising Station Employment Unit: ~~[Station-Call-Sign(s)]~~ KMRS/KKOK

Section 2: Recruitment Source Information

	Recruitment Source (Name, Address, Telephone Number, Contact Person)	Total Number of Interviewees This Source Has Provided During This Period (If Any)	Full-time Positions for Which This Source Was Utilized
A	KMRS KKOK	1	News Director
B	MBA	Ø	News Director
C	DRAGON Jobmaster	Ø	News Director
D	THE STEVENSON CITY TIMES	Ø	News Director
E	KmrsKkok.com	Ø	News Director
F	Ridgewater	Ø	News Director
G	West Central Missouri Expo	Ø	News Director
H			

\* Indicates sources that have requested notification of job openings.

# Yearly Total Number of Interviewees and Total Number of Interviewees Referred 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 12)

Yearly Period Beginning: 12/1/17 Ending: 11/30/18

Total Number of Persons Interviewed for Full-Time Vacancies: 1

## Total Number of Interviewees Referred by Each Recruitment Source

Recruitment Source Name	Total Number of Interviewees
KMRS KKOK RADIO	1
KMRSKKOK.COM	0
Ridgewater	0
West Central MN Business Expo	0
Minnesota Broadcasters	0
DRAGON Job MN State	0
Stevens County Times	0

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.