

Annual EEO Public File Report Form
[KCII AM & FM]
Annual EEO Public File Report

The purpose of this EEO Public File Report (“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): [KCII AM & FM Washington, IA] 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 October 1, 2015 to and including September 30, 2016 (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(s) 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 hire for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment 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 full-time 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 hire accepted the job offer. A person was deemed “interviewed” whether he or she was interviewed in person and/or over the telephone.

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Covering the Period from October 1, 2015 to September 30, 2016

Station(s) Comprising Station Employment Unit: [KCII AM & FM]

Selection 1: Vacancy Information

	Full-time Positions Filled by Job Title	Recruitment Source of Hire	Total Number of Interviewees from all sources for this position
1	Program Director	Indeed	3
2	Evening Annchr/News Asst.	Indeed	5
3	Evening Annchr/News Asst	Indeed	4
4	Account Executive	Referral	1
5			
6			
7			
8			
9			
10			

Total Number of Persons Interviewed During Applicable Period: **13**

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
1	KCII Radio On Air Announcements (319) 653-2113 Washington, Iowa	1	All Positions
2	www.kciiradio.com	0	All positions
3	Washington Evening Journal Julie Scott (319)653-2191 Washington, Iowa	0	All Positions
4	Indeed.com	10	All Positions
5	Iowa Broadcasters Association web page www.iowabroadcasters.com	1	All positions
6	In Station Postings	0	All positions
7	TVRadiojobs.com	0	Program Director and News Asst.
8	Personal Contact	1	Account Executive
9	Brown College	0	Program Director and news Asst.
10	University of Iowa	0	Program Director and News Asst.
11	Central College	0	Program Director
12	Iowa State University	0	Program Director

Total 13

Indicates sources that have requested notification of job openings.

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Station(s) Comprising Station Employment Unit: [KCII AM & FM]

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by

[KCII AM & FM]

[Description of the activities.]

- At our Monthly End of Month Managers meeting, the owner, designated SEU's and company General Managers we discuss and evaluate our EEO discuss our current EEO program and practices. All procedures were scrutinized with no changes deemed needed at this time.
- October 2015– September 2016 : Aired special announcement for area groups and organizations to inquire about being made aware of all job openings. This aired a minimum of 2X per week on KCII. We had no requests.
- January 13th, 2016: Leadership Washington Group toured the station for their Media Day. They were shown the facilities, equipment and how it works. We also discussed our coverage area and community involvement. Answered questions during a Q&A with the group. Participating Employees: Joe Nichols & Sally Hart. Approximately 25 in the group. We also allowed those interested to read lunch menus for the month for our local school which we aired.
- November 11th, 2015: Company SEU Jim Butler attended and participated in a Job fair that was organized by Iowa Works of Southern Iowa, The Iowa National Guard and Mahaska County Agricultural and Rural Development. The event was held at the Penn Central Mall. Approximately 45 businesses too part and approximately 400 people attended the event. During the event, they visited with many individuals and discussed the employment opportunities at all of our station, Including KCII in Washington Iowa, KNIA & KRLS Radio in Knoxville and Pella Iowa and the Raccoon Valley Radio Group. This information included sales/marketing, on air, new, sports and administrative positions. Information about all stations was passed out to those who showed an interest in the broadcasting business. We did take 3 applications from those we talked with. The persons organizing the Job fair included Amy Brink with Iowa workforce development (amy.brink@iwd.iowa.gov) and Dean DeGroot (ddegroot@oacd.org)
- February 11th, 2016: Company SEU Jim Butler attended and participated in a job fair that was organized by Iowa Works and Work Force Development and the Iowa National Guard. The event was held at the Iowa National Guard Armory in Knoxville, Iowa. Approximately 23 businesses took part and approximately 200 people attended the event. During the event, we visited with many individuals and discussed the employment opportunities at all of our stations including KCII in Washington Iowa, KNIA & KRLS Radio in Knoxville and Pella and the Raccoon Valley Radio Group. This information included sales/marketing, on air, news, sports and administrative positions. Information about all stations was passed out

to those who showed interest in the broadcasting business. We did take 4 applications from those we talked with. The persons organizing the job fair included Julie Little with Iowa Workforce Development (Julie.little@iwd.iowa.gov) and Sherri Marion with Iowa Workforce Development (sherri.marion@iwd.iowa.gov)

- May 26th, 2016: M&H Broadcasting Inc. SEU Jim Butler attended a seminar on Successful Hiring Practices. This seminar was presented by the Employers Council of Iowa and was held at the Pizza Ranch in Pella Iowa. The information was presented by Maggie Hanson, Attorney with Davis, Brown, Koehn, Shors & Roberts Law Firm in Des Moines, Iowa. Topics covered included:
 - Hiring Basics
 - Do's and Don'ts of Hiring
 - Legal Considerations for employers to take into account
 - How to treat applicants fairly and without prejudice
 - How to hire the most qualified applicant with prejudiceThe Seminar lasted approximately 1 hour.

- August 23rd, 2016: Company SEU Jim Butler, representing all station of M&H Broadcasting Inc., attended a "Business Fair" sponsored by Central College in Pella Iowa for new students. Along with Jim Butler, Program Director Spencer Dirks and News Director Andrew Schneider also attended. This was an opportunity to visit with incoming students for the year, discuss career opportunities in the broadcast business as they are still deciding their majors. We handed out station koozies, caps and t-shirts. We also discussed possible part time announcer positions with students and took several applications. Throughout the event, we visited with and met nearly 150 college freshman.
- January 26th, 2016: Mock Interviews for Workplace Learning Connection. Participating employee, Joe Nichols. Joe worked with High school students with their interviewing skills by interviewing them and asking questions based on their applications. This was done to give them the experience of an interview prior to their first job.
- March 11th, 2016: Mailed and Emailed scholarship applications to area high schools including Washington, Mid-Prairie, IMS, Sigourney, Keota, WACO, Highland, Lone Tree, Winfield-Mt. Union and Pekin Schools. Letters and applications were sent to school Guidance Consolers and applications were also posted on kciiradio.com web site. We had 12 applicants apply and awarded 2 scholarships. One to Mattie Smith of Wapello and one to Kaylee Vogel of Washington.