

Combined Communications, Inc.

Equal Opportunity Employment Program

10/1/2021-9/30/2022

Radio Stations KBND AM, KBND LD, KLRR FM, KTWS FM, KMTK FM and KWXS FM serve the Central Oregon community and provide equal employment opportunity to all job applicants. The stations operate as a unit to insure that maximum available community resources are utilized to generate qualified job applicants from all segments of our ethnically diverse community.

The following outlines the stations' program of policies and procedures to assure all qualified candidates, both within and outside the community we serve, who might be interested in employment with our company, can learn about and apply for any positions that might become available:

1. A list of recruitment sources to be utilized to generate applicants for every full-time job opportunity will be maintained, periodically revised and updated.
2. On-air advertisements are periodically used for positions that do not require radio specific technical, operational or talent skills. The job advertisements are generally for sales, accounting and administrative positions.
3. Notices of all full-time employment opportunities will be widely distributed and dated copies of such notices will be retained.
4. All full-time existing staff are notified of any new openings. The staff has been encouraged to refer anyone they know that might be qualified, or to apply themselves if they are interested and feel they qualify.
5. Local, regional and national job search web sites are periodically tried and evaluated for effectiveness.
6. Combined Communications, Inc. will coordinate efforts to monitor and assure the execution of this plan. Combined will train and update staff on EEO issues.
7. The company conducts an internship program for college/high school students in the area via YouthConnect.org and/or Youth Rising. Part-time employment opportunities may be filled by interns.

8. All employment notices, material and advertising, whether written or broadcast, will include the phrase “Combined Communications is an equal opportunity employer.”
9. Each producer of Local on-air programming on all stations including news, public service/public affairs, commercial content and announcer entertainment/commentary, are routinely counseled regarding sensitivity to minority, gender, and other diversity issues in order to foster the perception and the reality within our community that Combined Communications actively promotes equal employment opportunity for all, regardless of race, sex, religion or national origin.

Combined Communications will routinely and systematically review the effectiveness of this program and make periodic modifications that may be required to fulfill the goal of offering equal opportunity to all applicants and to insure these applicants represent all communities within our service area.

**EEO ANNUAL PUBLIC FILE REPORT
COMBINED COMMUNICATIONS BEND**

Employment Unit: Combined Communications	Address Combined Communications 63088 NE 18 th Bend, Or 97701	Contact Person/Title Jeremy Groh General Manager
Stations KBND-AM, Bend, OR KBND-LD Bend, OR KLRR-FM Redmond, OR KTWS-FM Bend, OR KMTK-FM Bend, OR KWXS-FM Prineville, OR	Telephone Number 541-585-3563	E-mail Address <u>jeremy@combinedcommunications.com</u>

**KBND(AM), KBND-LD, KLRR(FM), KTWS(FM),
KMTK(FM), KWXS(FM)
EEO PUBLIC FILE REPORT
10/01/21-9/30/22**

FULL TIME VACANCY LIST

Position Title Hire Date	Recruitment Sources (RS) Used to Fill Vacancy	Total No of inter- views for position	Src Referring New Hire
News Director/Feb 14, 2022	1,2,5,6,7,8,10,11,12,13,14,15,17,18,20	12	8
Engineer/On-Air Personality	Internal Promotion	N/A	N/A
Operations Manager/Program Director	Internal Promotion	N/A	N/A

Interviewee Source

Total Number of Persons Interviews during this Reporting Period: 12

**KBND(AM), KBND-LD, KLRR(FM), KTWS(FM), KMTK(FM), KWXS(FM)
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MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number /RS Information

1	Oregon Association of Broadcasters Theoab@theoab.org
2	Oregon State Employment Office – Worksource Oregon 1645 NE Forbes Rd #100 Bend, Or 97701 www.findit.emp.state.or.us/offices/bned.cfm 541-388-6070
3	Employee Referral
4	Non-Employee Referral
5	Linkedin.com
6	BendRadio.com
7	Internal Posting
8	Allaccess.com
9	Walk In
10	KBND website KBND.com
11	KLRR website 1017.fm
12	KTWS website

	Thetwins.com
13	KMTK website 997thebull.com
14	KWXS website 977thebeat.com
15	Craig's list bend Craigslist.com
16	Traffic Directors Guild tdga.org/
17	Facebook.com
18	Radio Television Digital News Assn. rtdna.org/
19	Radio Ads = all stations KBND KLRR KTWS KMTK KWXS
20	Indeed.com

**KBND(AM), KBND-LD, KLRR(FM), KTWS(FM), KMTK(FM),
KWXS(FM)**

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Population of Market is less than 250,000

RECRUITMENT & OUTREACH INITIATIVES

TYPE OF RECRUITMENT INITIATIVE AND BRIEF DESCRIPTION OF ACTIVITY

1. On April 26, 2022, General Manager, Jeremy G., participated in the "Bite of Reality" simulation at Caldera High School. This simulation exposed over 50-students to a variety of business sectors and specific to radio; engaged them in mock advertising placement, commercial campaign facilitation, responsibilities of the various positions within a broadcast organization and the translation of budget into public exposure. Attendees included Deschutes County Commissioners Patti A. and Tony D. The event was directed by Wayne H. from MidOregon Credit Union and faculty from Caldera High School.
2. Working with Kayla M. from the "Youth Rising" organization, station staffers advised and instructed, Chase J. (CJ), through a 10-week internship in third-quarter, 2022. CJ was exposed to multiple broadcast formats

(News/AAA/Rock) and worked closely with three of our cluster's program directors. CJ learned about news production and delivery, music selection and programming, and contest creation and facilitation.

- 3.** On April 20th, 2022, Combined Communications, Inc. co-sponsored and participated in the Central Oregon Business Expo and Job Fair, held at the Deschutes Fair & Expo Center. Station group highlighted the job fair via a three-week on-air campaign across multiple radio stations. CCI staffed a 10x10 booth and three employees attended (Eric O., Meghan B, Jeremy G>). In addition to collecting resumes for CCI's open position(s); employees answered general questions about employment within broadcasting and our cluster of radio stations, including potential advertiser inquiries. The job fair was free to attend.
- 4.** CCI has instituted a hierarchy, whereby up-and-coming programmers are paired with industry veterans in a mentorship capacity (Meg S. & Kimberley L. with OM, Meg B. with AOM). This has allowed us to recently promote two female employees into the role of program director. In addition, we have paired our engineer with an internal job-shadow (Brian M.), which serves not only as an educational opportunity for said shadow, but a measure of redundancy for the company's operations and physical plant.
- 5.** CCI has established a relationship with the local Latino Community Assn., as a prong-two disseminator of open positions within our organization. Partnership began in March of 2022 and the current contact at the LCA is is Cynthia J.
- 6.** Recent GM participation in a two-part EEO compliance webinar, facilitated by the Oregon Assn. of Broadcasters and Broadcast1Source. Webinar covered multi-prong initiatives and best practices. Webinar dates were Sept 20 and Sept 27, 2022.