

ANNUAL EEO PUBLIC FILE REPORT

Facility ID:	Date Report Covers: June 1, 2021- May 31, 2022	Employer: Forever Media of MD, LLC Licensee: FM Radio Licensee, LLC	Job Search to: careers@forevermediainc.com
53488	Stations, City of License: WXCY-FM, Havre De Grace, MD	Employment Unit: 707 Revolution Street Havre De Grace, MD 21078 www.wxcyfm.com	Contact Person, Title, email, phone number: Doug Hall, Market Manager dhall@forevermediainc.com (410) 941-7121

This EEO Public File Report is filed in each Station’s public inspection file.

Employer is an equal opportunity employer and does not discriminate in the hiring, training or promotion of employees by reason of race, color, religion, sex, or national origin. We engage in a continuing effort to seek out prospective applicants for employment. We contacted agencies in the area of the station to solicit for full-time open positions of employment. This report reflects those agencies contacted. Those, which requested to be contacted, are so noted. We have found these agencies to be suppliers of possible employment candidates in our continuing outreach program to achieve dissemination of information to a broad section of the community. Employer periodically re-evaluates the recruitment sources list for wide dissemination of vacancies.

Full-Time Vacancies Filled:

Job Title	Hire Date	Persons Hired	Persons Interviewed	Recruitment Sources Used from Master List	Recruitment Source
Account Executive/Media Sales Executive	11/01/2021	1	2	1,2,3,4,5,6,7,8,10,11,12,13,14,15,16,17,	3
Account Executive/Media Sales Executive	02/16/2022	1	5	1,2,3,4,5,6,7,8,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41,42,43,44,45,46	18
Account Executive/Media Sales Executive	04/01/2022	1	1	1,2,3,4,5,6,7,8,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41,42,43,44,45,46	3
Total		3	8		

Full-Time Recruitment Sources Master List:

Recruitment Source Number	Recruitment Source Name, Address, Phone, Contact, email, URL	Source Requested Notification	Referrals Interviewed
1	Forever Media Website Doug Hall, Market Manager 707 Revolution Street Havre De Grace, MD 21078 www.wxcy.com	NO	1
2	Forever Media On-Air Radio Stations WXCY-FM Doug Hall, Market Manager 707 Revolution Street Havre De Grace, MD 21078 www.careers@forevermediainc.com	NO	1
3	Walk-Ins, Employee/Client Referrals/Other Doug Hall, Market Manager 707 Revolution Street Havre De Grace, MD 21078 careers@forevermediainc.com	NO	2
4	Indeed 177 Broad Street, 6 th Floor Stamford CT 06901 888-746-9333 Customer Support www.indeed.com	NO	1
5	Internal Posting-Brownsville 123 Blaine Road Brownsville, PA 15417 Joyce Nicholson 724-938-2000 jnicolson@forevermediainc.com	NO	0
6	Internal Posting-Cumberland 350 Byrd Avenue Cumberland, MD 21502 Tim Martin/Jeanie McLaughlin 301-722-6666 tmartin@forevermediainc.com	NO	0
7	Internal Job Posting-Hollidaysburg 1 Forever Drive Hollidaysburg, PA 16905 Leah Elbert/Jody Downing 814-941-9800 lelbert@forevermediainc.com	NO	0
8	Internal Job Posting- Johnstown 109 Plaza Drive Johnstown, PA 15905 Shelly Lovenduski 814-225-4186 slovenduski@forevermediainc.com	NO	0
9	Internal Job Posting- State College 2551 Park Center Blvd. State College, PA 16801 Andrew Kreiser 814-237-9800 akreiser@forevermediainc.com	NO	0

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10	Internal Job Posting- Meadville/Franklin 900 Water St. Meadville, PA 16335 Jill Hamilton 814-724-1111 jhamilton@forevermediainc.com	NO	0
11	Internal Job Posting- Sharon 87 Stambaugh Ave., Suite 3 Sharon, PA 16146 Jill Hamilton 724-308-7208 jhamilton@forevermediainc.com	NO	0
12	Internal Job Posting-Lebanon 440 Rebecca St. Lebanon, PA 17046 Tim Ritchie/Tammy Signor 717-272-7651 tritchie@forevermediainc.com	NO	0
13	Internal Job Posting- York/Hanover 273 Radio Road Hanover, PA 17331 Tammy Signor 717-637-3831 tsignor@forevermediainc.com	NO	0
14	Internal Job Posting- Easton 306 Port Street Easton, MD 21601 Patti Tibbitt 410-822-3301 ptibbitt@forevermediainc.com	NO	0
15	Internal Job Posting- Wilmington 2727 Shipley Road Wilmington, DE 19810 Bobbi Jo Clifford 302-660-4897 bclifford@forevermediainc.com	NO	0
16	Internal Job Posting- Milford 166 Blairs Pond Rd Milford, DE 19963 Mark Schollenberger 302-422-7575 mschollenberger@forevermediainc.com	NO	0
17	Linked In Sunnyvale, CA	NO	0
18	TBC Holdings LLC tbcholdingsllc.com Cameron McDowell 724-513-6663	NO	3
19	Bloomsburg University of Pennsylvania 400 E 2 nd Street Bloomsburg, PA 17815 www.joinhandshake.com	NO	0
20	Bowie State University 14000 Jericho Park Rd. Bowie, MD 20715 www.joinhandshake.com	NO	0
21	Bridgewater College 402 E College Street		

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	Bridgewater, VA 22812 www.joinhandshake.com	NO	0
22	Delaware State University 1200 N Dupont Hwy Dover, DE 19901 www.joinhandshake.com	NO	0
23	Dickinson College 28 N College St Carlisle, PA 17013 717-245-1373 www.joinhandshake.com	NO	0
24	Frostburg State University 101 Braddock Rd Frostburg, MD 21532 www.joinhandshake.com	NO	0
25	George Mason University 4400 University Dr Fairfax, VA 22030 www.joinhandshake.com	NO	0
26	George Washington University 2121 I St NW Washington, DC 20052 www.joinhandshake.com	NO	0
27	Georgetown University 3700 O St NW Washington, DC 20057 www.joinhandshake.com	NO	0
28	Gettysburg College 85 W Stevens St Gettysburg, PA 17325 www.joinhandshake.com	NO	0
29	Goucher College 1021 Dulaney Calley Rd Baltimore, MD 21204 www.joinhandshake.com	NO	0
30	Hampden-Sydney College 172 Via Sacra Hampden Sydney, VA 23943 www.joinhandshake.com	NO	0
31	Hood College 401 Rosemont Ave. Frederick, MD 21701 www.joinhandshake.com	NO	0
32	Howard University 2400 6 th St. NW Washington, DC 20059 202-806-6100 www.joinhandshake.com	NO	0
33	Liberty University 1971 University Blvd. Lynchburg, VA 24515 877-298-9617 www.joinhandshake.com	NO	0
34	Loyola University Maryland 4501 N Charles St. Baltimore, MD 21210 410-617-2000 www.joinhandshake.com	NO	0

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35	Mary Baldwin University 101 E Frederick St. Staunton, VA 22401 www.joinhandshake.com	NO	0
36	McDaniel College 2 College Hill Westminster, MD 21157 www.joinhandshake.com	NO	0
37	Morgan State University 1700 E Cold Spring Lane Baltimore, MD 21251 www.joinhandshake.com	NO	0
38	Mount St. Mary's University 16300 Old Emmitsburg Rd. Emmitsburg, MD 21727 www.joinhandshake.com	NO	0
39	Rider University 2083 Lawrenceville Rd. Lawrenceville, NJ 08648 www.joinhandshake.com	NO	0
40	Wilmington University 320 N DuPont Hwy New Castle, DE 19720 (877) 967-5464	NO	0
41	St. John's College-Annapolis 60 College Ave. Annapolis, MD 21401 www.joinhandshake.com	NO	0
42	Stevenson University 100 Campus Circle Owings Mills, MD 21117 www.joinhandshake.com	NO	0
43	Towson University 8000 York Road Towson, MD 21252 410-704-2000 www.joinhandshake.com	NO	0
44	University of Maryland Eastern Shore 11868 College Backbone Rd. Princess Anne, MD 21853 www.joinhandshake.com	NO	0
45	Virginia State University 1 Hayden Street Petersburg, VA 23806 804-524-5000 www.joinhandshake.com	NO	0
46	Walsh University 2020 E Maple Street North Canton, OH 44720 www.joinhandshake.com	NO	0
47	Washington College 300 Washington Ave. Chestertown, MD 21620 410-778-2800 www.joinhandshake.com	NO	0
		Total	8

Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
1	8/12/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Pennsylvania CareerLink Day -The event featured open interviews and information on employment and career opportunities. Information on all current employment opportunities with Forever Media Inc. was offered to attendees. In addition, the information was left with Pennsylvania CareerLink of Greene County to be used with future candidates looking for employment.	Jennifer Martin represented all of the Forever Media stations.
2	8/17 and 8/18/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	APG Chesapeake Virtual Job Fair -open to all employers to connect with job seekers.	Diane Fetty, CHRD represented all of the Forever Media stations
3	9/8/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Susquehanna Workforce Network Job Fair - This is a multi-employer event held at Ripken Stadium as a way to network and connect with potential employees	Nick Brino, GM – Havre De Grace Doug Hall, AE – Havre De Grace represented all of the Forever Media stations
4	9/29/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	MD-PA College Center Alliance -Opportunity to Connect with thousands of students at the Fall 2021 Virtual Career Fair for the MD-PA College Career Center Alliance: Dickinson College, Gettysburg College, Goucher College, Hood College, McDaniel College, Mount St. Mary's University, Muhlenberg College, Notre Dame of Maryland University, St. John's College, and Washington College	Diane Fetty, CHRD represented all of the Forever Media stations
5	9/30/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Thomas Jefferson University -Jefferson Falls East-connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
6	9/30/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Point Park University -connected with students of Roland School of Business to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
7	10/20/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Frostburg State University Virtual Career and Internship Fair - opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
8	10/20/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Seton Hill University - opportunity to discuss career opportunities, internships and full-time employment.	David Pavlic represented all of the Forever Media stations.
9	10/27/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Job Fair - The Chase Center This is a multi-employer event hosted by the Delaware Department of Labor. Candidates had the opportunity to market and discuss their skills, ask questions and apply for positions throughout the company.	Don Dalesio, GM – Wilmington Steve Viehmeyer, GSM – Wilmington represented all of the Forever Media stations
10	11/11/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Point Park University - opportunity to discuss career opportunities, internships and full-time employment.	David Pavlic represented all of the Forever Media stations.
11	2/16/22	#1 Conventions, Job Fairs, Career	Spring 2022 NE Ohio Regional Career Exploration Fair (school attendees: The	Diane Fetty, CHRD represented all of the

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		Days, Career Fairs	University of Akron Baldwin Wallace, Walsh University, Youngstown State University, Mount Union, Cleveland State University, Ursuline, Hiram College, Lake Erie College, Cuyahoga Community College, Stark State). Opportunity to discuss career opportunities, internships and full-time employment.	Forever Media stations
12	2/25/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Juniata College Career Day -Participation in the virtual Juniata College Career Day virtual event. This event was designed to bring students together with employers and alumni from 120+ business, industry and public service to discuss student career options, internships and full-time employment opportunities.	Bethany Hildebrand, GSM - Johnstown represented all of the Forever Media stations
13	2/28/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	JOB EXPO/THE PENNSYLVANIA STATE UNIVERSITY- THE COLLEGE OF COMMUNICATIONS Virtual participation in the 2022 PSU College of communications Virtual JobExpo. The Pennsylvania State University's College of Communications is the largest ACEEJMC accredited undergraduate communications program in the country. This Job Expo is designed for Penn State's top-notch advertising, public relations, film/video, journalism, media studied and telecommunications students and alumni to meet with Radio Broadcasting Groups, public relations firms, newspapers, magazines, production companies and broadcast and cable organizations. We have found that participation in this Job Expo has provided us an opportunity to meet strong candidates with relevant experience in an extremely efficient manner covering the entire mid-Atlantic region.	Diane Fetty, CHRD represented all of the Forever Media stations
14	3/1/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Spring 2022 McDaniel College Virtual Job & Internship Fair -Opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
15	3/8/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Delaware's 2022 Communications, Marketing & Media Career Meetup -Opportunity to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
16	3/30/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	The Greater Connellsville Chamber of Commerce. Opportunity to meet with job seekers.	David Pavlic represented all of the Forever Media stations
17	4/6/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Wilmington University-attended a virtual job fair with an opportunity to meet with WilmU students and alumni.	Diane Fetty, CHRD represented all of the Forever Media stations
18	5/3/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Cambria County Job Fair-opportunity to meet with job seekers	Bethany Hildebrand, GSM represented all of the Forever stations.
19	Ongoing	#2 Hosted Job Fairs	FOREVER MEDIA hosts an on-going job fair on its website www.forevermediainc.com where applicants have an opportunity to view open	Diane Fetty, CHRD

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			positions, by market, and submit a resume.	
20	None this period.	#5 Forever Media Internship Program	Forever Media Radio helps prepare students to take their place in society as active, critical and engaged media professionals. We provide internship opportunities to students every year. We work to design a program that allows students to earn college credit for hands on experience at the radio station. The Internships are designed to meet the needs of the radio station and academic requirements of the college or university where the student is enrolled. Each internship is uniquely designed to help prepare students to take their place in society as active, critical and engaged media professionals. Students may work with the News Director, Program Director, Business Manager, Chief Engineer, Sales Manager or the General Manager to fulfill their Internship. Promotional interns. They helped develop, plan, implement, and recap ways to market and promote the station group. They attend Live Action Broadcasts for the radio network and help promote the event.	
21	6/9/21	#8 Establishment of Training Programs for Station Personnel	Maryland DE Delaware Broadcasters Association Board of Directors Meeting via Zoom	Mark Schollenberger, Market Manager
22	11/4/21	#8 Establishment of Training Programs for Station Personnel	Maryland DE Delaware Broadcasters Association Board of Directors Meeting via Zoom	Mark Schollenberger, Market Manager
23	12/9/21	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held a Board of Directors Meeting virtually. Presentations of broadcast innovations, programming and legal concerns.	Bobbi Castellucci, Market Mgr., Dave Davies, Market Manager, Mike Sherry, VP of Sales
24	1/14/22	#8 Establishment of Training Programs for Station Personnel	Maryland DE Delaware Broadcasters Association Board of Directors Meeting via Zoom	Mark Schollenberger, Market Manager
25	5/5/22 thru 5/6/22	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held a Board of Directors Meeting virtually. Presentations of broadcast innovations, programming and legal concerns.	Bobbi Castellucci, Market Mgr., Dave Davies, Market Manager
26	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-monthly telephone conference call with the Program Directors and General Managers to review, guide and train in order to help them succeed in their careers and the overall operation of the Radio Stations. These calls routinely include coaching and support from Forever Media President Lynn Deppen and Radio Consultant Joel Raab.	Program Directors and GMs with Mike Stevens
27	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Thursdays at 10:31 am with Production Directors and copywriters, who are divided into group, to share ideas for commercials and	Production Directors and Copywriters

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			promos.	
28	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Tuesdays at 10:31 am with the programming air staff, who are divided into group, to share ideas on air content.	Programming Staff
29	Occasionally	#8 Establishment of Training Programs for Station Personnel	Mike Stevens will occasionally share a webinar or presentation to programming and/or production directors and copywriters as they are held by consultants and other broadcast organizations.	Programming/Production Staff
30	Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens conducts a monthly telephone conference call with Production Directors and Copy Writers to guide, and train in order to help them succeed in their careers, as well as share ideas and talk about trends in copy writing and production. These calls include coaching and support from Mike.	Production Directors and Copywriters with Mike Stevens
31	Daily	#8 Establishment of Training Programs for Station Personnel	Account Executives are provided with daily group sales meetings to further their understanding of sales, communication, marketing trends/opportunities and sales information. These morning meetings are usually led by the General Sales Manager or General Manager. When individual training is required, the Account Executives are assisted by the General Sales Manager and/or the General Manager.	Sales Staff
32	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Monarch (previously Matrix Solutions) to the Sales Department. Matrix offers a web-based media-specific software platform that enables the sales department to maximize their advertising opportunities. The program provides media sales workflow while giving the exact information needed for prospecting, managing, evaluating, and closing business. Training tools for all aspects of sales are provided and available within this program.	All Management and sales staff
33	Annually and upon hire	#8 Establishment of Training Programs for Station Personnel	Forever Media supports and has a commitment to the principals of equal employment opportunity and intends to provide a work environment free from unlawful discrimination of any kind. In keeping with this commitment, upon hire, all new employees are put through Sexual Harassment training and every employee trained annually.	All Employees
34	Weekly	#8 Establishment of Training Programs for Station Personnel	Forever Media incorporates an additional level of employee training with the ThinkZoom-P1Learning program. P1Learning provides on-line training and operations development solutions focused exclusively on the media industry. P1 provides selling techniques and concepts, tips, training, development leadership advice and legal compliance requirements to salespersons, human resources, supervisors and management. All	All Employees

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			Forever Media employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.	
35	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media General Managers schedule weekly, daily and individual meetings with Sales Account Executives to review, guide and train in order to help each succeed in their career. Additionally, every Tuesday morning, the Vice-President of Sales conducts a telephone-conferenced webinar to mentor all Forever Media station General Managers, General Sales Managers, Market Managers through a process of informal discussion of knowledge, education, coaching and support as it relates to work, career, or professional development.	VP of Sales, GM's, GSM's, Sales Staff, Market Managers
36	Ongoing	#8 Establishment of Training Programs for Station Personnel	The station's General Manager, General Sales Manager and Account Executives routinely train on-line with the Radio Advertising Bureau. During this period, all have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are designed to improve our sales team's knowledge about radio and offers educational/instructional courses designed to improve management, daily operations and leadership of the Radio Stations.	Sales Staff
37	Ongoing	#8 Establishment of Training Programs for Station Personnel	The General Manager and General Sales Manager have routinely trained on-line with the Pennsylvania Associations of Broadcasters (The Local Broadcast Sales Team & P1 Selling).	GM's, GSM's
38	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Marketron which offers a web-based media-specific software platform that enables the traffic departments, production departments, and business managers to maximize their managing and invoicing of commercials, non-traditional revenue and digital. Training tools for all aspects are provided and available within this program.	Traffic staff, Sales Assistants, Programming Staff, and Business Managers
39	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Nielsen. Nielsen offers platform training for the sales department. Training tools for all aspects are provided and available within this program including a monthly calendar of training sessions.	Sales Staff
40	10/27/21	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Point Park University-Future of Broadcast Day -program for broadcast students. Panelists from the PAB's Board of Directors gave their valuable input to the students to help prepare and encourage them for a career in broadcasting.	Mike Sherry, VP of Sales
41	Upon Request	#16 Radio Station Group Tours	We routinely give group tours of our facility, 707 Revolution Street, Havre De Grace, MD	

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			<p>21078 to organizations such as the Boy and Girl Scouts, elementary and high school groups, church groups and other similar groups. The tours provide an introduction to the Radio Broadcasting Industry and are offered for free. A typical tour includes information on the history of Radio and our stations. We explain and demonstrate the broadcasting equipment used to transmit programming from the studio to the transmitter site, we explain the studio equipment and how it functions. An introduction and hands-on recording of commercial production is demonstrated. An explanation of all positions and responsibility of station personnel is also given. We discuss our station formats, audience and coverage area. The tours are tailored to meet the goals of the specific groups. To request a tour contact: Forever Media of MD, LLC 707 Revolution Street, Havre De Grace, MD 21078. Attention: GM or call 410-941-7121</p>	
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