

ANNUAL EEO PUBLIC FILE REPORT

Facility ID	Date Report Covers: June 1, 2020- May 31, 2021	Employer: Forever Media of MD, 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: Nick Brino, Market Manager nbrino@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
Market Manager	9/16/20	1	4	1,2,3,4,5,6,7,8,9,10,11,12,14,15,16,17,18,19,20	4

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 Nick Brino, Market Manager 707 Revolution Street Havre De Grace, MD 21078 www.wxcyfm.com	NO	
2	Forever Media On-Air Radio Stations WXCY-FM Nick Brino, Market Manager 707 Revolution Street Havre De Grace, MD 21078 www.careers@forevermediainc.com	NO	
3	Walk-Ins, Employee/Client Referrals/Other Nick Brino, Market Manager 707 Revolution Street Havre De Grace, MD 21078 careers@forevermediainc.com	NO	
4	Indeed 177 Broad street, 6 th Floor Stamford CT 06901 888-746-9333 Customer Support www.indeed.com	NO	4
5	Internal posting- Bellaire Ohio 56325 High Ridge Road Bellaire, OH 43906 Judy Vavrek 740-676-5661 jvavrek@forevermediainc.com	NO	
6	Internal Posting-Brownsville 123 Blaine Road Brownsville, PA 15417 Joyce Nicholson 724-938-2000 jnicolson@forevermediainc.com	NO	
7	Internal Posting-Cumberland 350 Byrd Avenue Cumberland, MD 21502 Tim Martin 301-722-6666 tmartin@forevermediainc.com	NO	
8	Internal Job Posting-Hollidaysburg 1 Forever Drive Hollidaysburg, PA 16905 Jodi Downing 814-941-9800 jdowning@forevermediainc.com	NO	
9	Internal Job Posting- Johnstown 109 Plaza Drive Johnstown, PA 15905 Shelly Lovenduski 814-225-4186 slovenduski@forevermediainc.com	NO	

10	Internal Job Posting- State College 2551 Park Center Blvd. State College, PA 16801 Andrew Kreiser 814-237-9800 akreiser@forevermediainc.com	NO	
11	Internal Job Posting- Meadville/Franklin 900 Water St. Meadville, PA 16335 Jill Hamilton 814-724-1111 jhamilton@forevermediainc.com	NO	
12	Internal Job Posting- Sharon 87 Stambaugh Ave., Suite 3 Sharon, PA 16146 Jill Hamilton 724-308-7208 jhamilton@forevermediainc.com	NO	
13	Internal Job Posting-Lebanon 440 Rebecca St. Lebanon, PA 17046 Tim Ritchie 717-272-7651 tritchie@forevermediainc.com	NO	
14	Internal Job Posting- York/Hanover 273 Radio Road Hanover, PA 17331 Tammy Signor tsignor@forevermediainc.com	NO	
15	Internal Job Posting- Easton 306 Port Street Easton, MD 21601 Patti Tibbitt 410-822-3301 ptibbitt@forevermediainc.com	NO	
16	Internal Job Posting- Wilmington 2727 Shipley Road Wilmington, DE 19810 Bobbi Jo Clifford 302-660-4897 bclifford@forevermediainc.com	NO	
17	Internal Job Posting- Milford 166 Blairs Pond Rd Milford, DE 19963 Sandra Gay 302-422-7575 sgay@forevermediainc.com	NO	
18	Simply Hired 370 San Aleso Avenue Suite 200 Sunnyvale, CA 94085	NO	
19	All Access 24955 Pacific Coast Highway, C303 Malibu CA 90265	NO	
20	Linked In Sunnyvale, CA	NO	
21	Media Staffing Network Kate Glenn kate@mediastaffingnetwork.com	NO	

Forever Media of MD, LLC EEO Report Havre De Grace, MD 06.01.20 through 5.31.21 FINAL

	810-357-3096		
22	Wilmington University 320 N DuPont Hwy New Castle, DE 19720 (877) 967-5464	NO	
23	Handshake San Francisco, CA www.joinhandshake.com	NO	
24	University of Delaware 210 South College Avenue Newark, DE 19716 (302) 831-2792	NO	
25	Goldey-Beacom College 4701 Limestone Road Wilmington, DE 19808 (302) 998-8814	NO	
		Total	4

Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
1	10/14/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	All Majors: Fall 2020 Virtual Job & Internship Fair. As college students and employers both face uncertainty with the economy and job market, Dickinson College, Gettysburg College, and Mount St. Mary's University are partnering to bring you two unique opportunities to virtually connect with 7,000+ students across three schools this fall.	Diane Fetty, CHRD represented all of the Forever Media stations
2	11/12/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Keystone Virtual Fall 2020 Grad, Internship & Career Fair. Meet and network with Keystone Students and Alumni.	Diane Fetty, CHRD represented all of the Forever Media stations
3	11/18/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Virtual Career Expo-Career Link and Fayette Chamber. The Fayette Business Education Partnership, PA CareerLink Fayette and the Fayette Chamber of Commerce are partnering together to present WORK! Fayette County - Virtual Career Expo!	Diane Fetty, CHRD represented all of the Forever Media stations
4	12/2/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Virtual Fall Career Fair-Colleges of Business, Technology, Arts and Sciences. Meet and network with WilmU Student and Alumni.	Diane Fetty, CHRD represented all of the Forever Media stations
5	02/17/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Robert Morris University 2021 Spring Career Fair-Virtual student engagement fair to meet and network with Robert Morris University Students	Diane Fetty, CHRD represented all of the Forever Media stations
6	02/19/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	JobExpo.Comm-22nd Annual Internship and Career Fair at Penn State. Participants from Penn State - College of Communications responded to entry-level and internship opportunities.	Diane Fetty, CHRD represented all of the Forever Media stations
7	02/24/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	MD & PA Liberal Arts Career Fair – College students were encouraged to participate in either group or 1:1 session virtually.	Diane Fetty, CHRD represented all of the Forever Media stations
8	02/25/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Maryland Eastern Shore Virtual Career Fair – UMES 2021 Virtual Career Fair allowed students to attend one of two sessions, connecting potential matches to the career of their dreams.	Diane Fetty, CHRD represented all of the Forever Media stations
9	02/26/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Juniata College Career Day 2021 – A chance for students to virtually plug in to the possibilities of a career in radio. This was the first career event of this nature at Juniata College.	Diane Fetty, CHRD represented all of the Forever Media stations
10	04/21/21	#1 Conventions,	Virtual Spring Career Fair - Colleges of	Diane Fetty, CHRD

		Job Fairs, Career Days, Career Fairs	Business, Technology, Arts & Sciences at Wilmington University via Handshake! This was a two-day event in which we could meet and network virtually with students and alumni to promote career opportunities. Students were able to preschedule a 1:1 session within the designated time frame.	
11	06/01/20 and 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 positions, by market, and submit a resume.	Diane Fetty, CHRD
12	04/05/21 Through 04/16/21	#2 Hosted Job Fairs	Forever Media of DE LLC and Forever Media of MD LLC hosted a virtual online job fair for all departments on its websites www.wstw.com , www.wdel.com , www.wxcyfm.com . Applicants were able to view career opportunities by market and submit resumes.	Don Dalesio, Market Mgr., Nick Brino, Market Mgr., Mark Schollenberger, Market Mgr.
13	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.	
14	06/22/2020	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held a virtual meeting. Presentations of broadcast innovations, programming and legal concerns.	Bobbi Castellucci, Market Mgr., Dave Davies, Market Manager, Mike Sherry, VP of Sales
15	09/23/20	#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
16	09/28/20 through 09/29/20	#8 Establishment of Training Programs for Station Personnel	Forever Media manager/owner attended the AIMS (Association of Independent Metropolitan Stations) conference virtually. This two-day conference presented discussions regarding the radio business and new opportunities and problem solving.	Lynn Deppen, President and Mike Sherry, VP of Sales
17	12/10/2020	#8 Establishment of	Pennsylvania Association of Broadcasters held	Bobbi Castellucci, Market

Forever Media of MD, LLC EEO Report Havre De Grace, MD 06.01.20 through 5.31.21 FINAL

		Training Programs for Station Personnel	the 2020 Board of Directors Meeting virtually. Presentations of broadcast innovations, programming and legal concerns.	Mgr., Dave Davies, Market Manager, Mike Sherry, VP of Sales
18	2/23/21 and 2/24/21	#8 Establishment of Training Programs for Station Personnel	Forever Media Manager/owner attended the AIMS (Association of Independent Metropolitan Stations) virtually. This two-day conference presented discussions regarding the radio business and new opportunities and problem solving.	Lynn Deppen, President and Mike Sherry, VP of Sales
19	3/9/21 through 3/11/21	#8 Establishment of Training Programs for Station Personnel	RSC Sound Software conducted training for Program Directors on the music selector product called GSelector.	Program Directors Altoona, Johnstown, Meadville, Pittsburgh, Brownsville, State College, York, PA; Wilmington, DE; and Cumberland, MD
20	3/24/21	#8 Establishment of Training Programs for Station Personnel	Staying on Top of Your Broadcast FCC EEO Obligations webinar. FCC has continued to enforce its EEO rules, reviewing a station's compliance both in connection with its license renewal and through periodic audits. Stations still need to engage in wide dissemination of information about job openings and engage in specified outreach activities designed to educate their communities about broadcast employment and to train employees for advancement in their broadcast careers, even if they have no job openings. This webinar gave a review of the FCC's obligations and how we can meet those obligations even while social distancing.	Diane Fetty, CHRD
21	5/20/21	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held the 2020 Board of Directors Meeting virtually. Presentations of broadcast innovations, programming and legal concerns.	Bobbi Castellucci, Market Mgr., Mike Sherry, VP of Sales
22	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
23	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-weekly 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
24	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	Production Directors and Copywriters with Mike Stevens

		Personnel	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 me.	
25	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 promos.	Production Directors and Copywriters
26	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
27	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
28	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available 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
29	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
30	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 Forever Media employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.	All Employees
31	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,	VP of Sales, GM's, GSM's, Sales Staff, Market Managers

			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.	
32	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
33	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, Programming Staff, and Business Managers
34	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
35	Upon Request	#16 Radio Station Group Tours	We routinely give group tours of our facility, 707 Revolution Street, Havre De Grace, MD 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	
--	--	--	--	--