ANNUAL EEO PUBLIC FILE REPORT

For the period beginning 02/01/17 and ending 1/31/18

This report is not required if unit has fewer than five full-time employees.

This report consists of:

Part 1 Station Information

Part 2 Recruitment sources/interviewees for each full-time vacancy

Part 3 Recruitment initiatives

Preparer:

Andrea Lammly

Signature:

Business Manager

Date:

Title:

January 31, 2018

Telephone:

<u>802-658-1230</u>

^{*}This report, which usually covers the prior 12-month period, is to be placed in each station's public file and web site (if applicable) every year on the anniversary of the due date of the station's renewal application. The initial reporting period is from March 24, 2014, to the station's renewal filing deadline.

This report covers the following employment unit:

Call Sign	AM/FM	Facility ID#	Community of License	<u>State</u>	<u>LMA</u>
WOKO	FM	25867	Burlington	VT	No
WKOL	FM	68692	Plattsburgh	NY	No
WJOY	AM	25864	Burlington	VT	No
WIZN	FM	7839	Vergennes	VT	No
WBTZ	FM	52807	Plattsburgh	NY	No

Attached is information concerning the recruitment efforts undertaken by the employment unit to fill the full-time vacancies during the period covered by this report.

A total of four full-time job vacancies were filled by the employment unit.

A total number of twenty-two persons were interviewed for all of the full-time vacancies.



Date	Title: e Filled: il Number of Int	erviewees:	Marketing Cons June 2, 2017 Six	sultant-New Yo	<u>rk</u>
Rec	ruitment Source	es:¹			
The	following recrui	itment source	es were utilized to	o fill this vacano	cy:
	Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
1. 2.	opening. Th		interviewees refe		ontacted for this job d on the list. This job
3.					
4.					
5.					
6.					
7.					
	(Add mo	re sources if utilized	i)		

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

EEO	LISTINGS FOR JOB POS		Updated 11/1	7/17
Those companies/grace institute and the	FOR ON AIR POSITIONS		t opportunities	
ORGANIZATION	CONTACT PERSON	utilitizes whenever we have employmen ADDRESS	PHONE NO.	INTERVIEWEES REFFERRED
Hall Communications, Inc.	Website posting/In house referral/On air recruiting announcements	70 Joy Drive So Burlington, VT 05403	658-1230	X 6
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Employment Services	194 US Oval Plattsburgh, NY 12903	518-561-0430	
Plattsburgh State University	Tobi L. Hay	Career Counselor Employer Relations Specialist SUNY Plattsburgh 101 Broad St-118 Angell College Ctr Plattsburgh, NY 12901	518-564-5075	
St. Michael's College	Ingrid A. Peterson	One Winooski Park, Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
Inside Radio		Insideradio.com	help wanted ta	b
Burlington Free Press &	Classified Department	P. O. Box 10	658-3321	
USA Today Job	Ryan Williams	Burlington, VT 05402-0010	888-261-4823	
Press Republican		P O Box 459 Plattsburgh, NY 12901	518-561-2300	
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	
Vermont Employment & Training Department		59 Pearl Street #63 Burlington, VT 05401	652-0311 652-0363	
VAB	Jim Condon	500 A Dalton Drive Colchester, VT 05446	655-5764	
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-1339	
Clinton Community College	Attn: Human Resources	136 Clinton Point Drive Plattsburgh, NY 12901	518-562-4200	
X-Steps to End Domestic Violence (formerly Women Helping Battered Women)	Jess Forand Megan Foster	jessf@stepsvt.org meganf@stepsvt.org	802-658-3131 Ext 1063	
X-University of Vermont Ctr on Disability & Community Inclusion	Bryan Dague, Ed.D. CRC n	208 Colchester Avenue Burlington, VT 05405-1757	802-656-1345	
X-BeaconVT X-Requested to be notified.	Max Robbins	max@beaconvt.com	802-922-6827	



	Filled:	Interviewees:	Traffic Manager March 1, 2017 Seven					
Recr	Recruitment Sources: 1							
The	following red	cruitment source	s were utilized to t	fill this vacanc	y:			
	Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred			
1.					ontacted for this job			
2.	opening.	The number of t	nterviewees referr	ed is indicated	, on the list.			
3.								
4.								
5.								
6.								
7.								
(A	add more sources	if utilized)						

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

	LISTINGS FOR JOB POS FOR ON AIR POSITIONS		Updated 11/1	7/17
I nese companies/organizations are t		ıtilitizes whenever we have employmen		
ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	INTERVIEWEES REFFERRED
Hall Communications, Inc.	Website posting/In house	70 Joy Drive	658-1230	+6
	referral/On air recruiting	So Burlington, VT 05403		Ι-Ψ
	announcements			
Champlain College	Patricia Boera	Career Planning Office	860-2720	
Onampian Conege	Trainica Boora	163 So Willard Street	000-2120	
		Burlington, VT 05401		l
New England School of		1 College Circle	888-877-1876	
Communications		Bangor, ME 04401		
NYS Department of Labor	Employment Services	194 US Oval	518-561-0430	
		Plattsburgh, NY 12903		
District Control Delivers	Tabil Han	00	540 504 5075	
Plattsburgh State University	Tobi L. Hay	Career Counselor Employer Relations Specialist	518-564-5075	
	***	SUNY Plattsburgh		
		101 Broad St-118 Angell College Ctr		
		Plattsburgh, NY 12901		
	THE PERSON NAMED AND ADDRESS OF THE PERSON O	i iddosorgii, iii izoo,		
St. Michael's College	Ingrid A. Peterson	One Winooski Park, Box 264	654-2547	
		Colchester, VT 05439		
University of Vermont	Pamela K. Gardner	Career Services	656-3450	
Oniversity of Vermont	Famela K. Galunei	Living/Learning, E. Building	030-3430	
		Burlington, VT 05405		
Inside Radio		Insideradio.com	help wanted ta	b
				I
Burlington Free Press &	Classified Department	P. O. Box 10	658-3321	
USA Today Job	Ryan Williams	Burlington, VT 05402-0010	888-261-4823	
Press Republican		P O Box 459		
		Plattsburgh, NY 12901	518-561-2300	
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	
		Builington, V1 05402	002-004-3004	
Vermont Employment &		59 Pearl Street #63	652-0311	
Training Department		Burlington, VT 05401	652-0363	
VAB	lim Candan	500 A Dalton Drive	655-5764	
VAD	Jim Condon	Colchester, VT 05446	000-0704	
		Odichester, VI 00440		
Castleton State College	Judith Carruthers	62 Alumni Drive	802-468-1339	
		Castleton, VT 05735		
Clinton Community College	Attn: Human Decement	136 Clinton Boint Drivo	E10 E60 4000	
Clinton Community College	Attn: Human Resources	136 Clinton Point Drive Plattsburgh, NY 12901	518-562-4200	
X-Steps to End Domestic Violence	Iona Forand	ional@atapaut arg	902 650 2424	
	Jess Forand	jessf@stepsyt.org	802-658-3131	
(formerly Women Helping Battered Women)	Megan Foster	meganf@stepsvt.org	Ext 1063	
X-University of Vermont	Bryan Dague, Ed.D. CRC		802-656-1345	
Ctr on Disability & Community Inclusion	on Transfer	Burlington, VT 05405-1757		
X-BeaconVT	Max Robbins	max@beaconvt.com	802-922-6827	
X-Requested to be notified.	ax robbiild	<u> </u>	001 021 0021	



Date	Title: Filled: Il Number of Ir	nterviewees:	January 23, 20 Two		
Rec	ruitment Sourc	ces: 1			
The	following recr	uitment sources	were utilized to	o fill this vacano	ey:
	Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
1. 2 3. 4. 5. 6.		ed list. Each so he number of in			ontacted for this job d on the list.
	(Add m	nore sources if utilized)			

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

EEC	Updated 11/1	7/17		
The state of the s	FOR ON AIR POSITIONS			
These companies/organizations are t	he sources our companies i	utilitizes whenever we have employmen	t opportunities.	
ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	INTERVIEWEES
				REFFERRED
Hall Communications, Inc.	Website posting/In house	70 Jov Drive	658-1230	* 1
	referral/On air recruiting	So Burlington, VT 05403		^t
AANTA-A-ABITA	announcements			
Champlain College	Patricia Boera	Career Planning Office	860-2720	
		163 So Willard Street		
		Burlington, VT 05401		
New England School of		1 College Circle	888-877-1876	
Communications		Bangor, ME 04401	7.7.	
NYS Department of Labor	Employment Services	194 US Oval	518-561-0430	
		Plattsburgh, NY 12903		
~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~				
Plattsburgh State University	Tobi L. Hay	Career Counselor	518-564-5075	
		Employer Relations Specialist		
		SUNY Plattsburgh		
		101 Broad St-118 Angell College Ctr		
N. TANNO AND STANDED THE PROPER SHOWING MAD SEED STANDARD THOUGH THE SEED STANDARD THE FIRST THE PROPERTY HE SEED STANDARD THE SEED STANDA		Plattsburgh, NY 12901		
		The second secon		
St. Michael's College	Ingrid A. Peterson	One Winooski Park, Box 264	654-2547	
		Colchester, VT 05439		
11.			0.50 0.50	
University of Vermont	Pamela K. Gardner	Career Services	656-3450	
		Living/Learning, E. Building		
		Burlington, VT 05405		
Inside Radio	755 9 Marrier - 101 101 101 101 101 101 101 101 101 1	Insideradio.com	help wanted ta	
Inside Radio		insideradio.com	neip wanted ta)
Burlington Free Press &	Classified Department	P. O. Box 10	658-3321	
USA Today Job	Ryan Williams	Burlington, VT 05402-0010	888-261-4823	
OOA TOday 30b	Tryan Williams	Burnington, VT 03402-0010	000-201-4023	
Press Republican		P O Box 459		
. 1000 1100 1100 11		Plattsburgh, NY 12901	518-561-2300	
			0.000.200	
Seven Days	Michelle Brown	P O Box 1164		
		Burlington, VT 05402	802-864-5684	
Vermont Employment &		59 Pearl Street #63	652-0311	
Training Department		Burlington, VT 05401	652-0363	
VAB	Jim Condon	500 A Dalton Drive	655-5764	
	7	Colchester, VT 05446		
				F867
Castleton State College	Judith Carruthers	62 Alumni Drive	802-468-1339	
		Castleton, VT 05735		
Clinton Community College	Attn: Human Resources	136 Clinton Point Drive	518-562-4200	
		Plattsburgh, NY 12901		
X-Steps to End Domestic Violence	Jess Forand	jessf@stepsvt.org	802-658-3131	
(formerly Women Helping Battered	Megan Foster	meganf@stepsvt.org	Ext 1063	
Women)				
V11=5				
X-University of Vermont	Bryan Dague, Ed.D. CRC		802-656-1345	
Ctr on Disability & Community Inclusion	on	Burlington, VT 05405-1757	_	
V Dagger\/T	Man Dala'			
X-BeaconVT	Max Robbins	max@beaconvt.com	802-922-6827	
X-Requested to be notified.				



Traffic Manager

Job Title:

	Filled: I Number of I	nterviewees:	No one hired Five	_	
Reci	ruitment Sour	ces: 1			
The	following reci	ruitment sources	were utilized to	fill this vacano	y:
	Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
1. 2. 3. 4. 5. 6.	opening. T Job was po	The number of in osted on Octobe	nterviewees refe	rred is indicate interviewing fiv	ontacted for this job d on the list. ve candidates, we
	ı bbA)	more sources if utilized)			

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

EEO	LISTINGS FOR JOB POS FOR ON AIR POSITIONS	THE RESERVE OF THE PERSON OF T	Updated 11/1	7/17
These companies/organizations are th		l utilitizes whenever we have employmen	t annortunities	
ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	INTERVIEWEES REFFERRED
Hall Communications, Inc.	Website posting/In house referral/On air recruiting announcements	70 Joy Drive So Burlington, VT 05403	658-1230	5
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	WE THE THE THE THE THE THE THE THE THE TH
NYS Department of Labor	Employment Services	194 US Oval Plattsburgh, NY 12903	518-561-0430	
Plattsburgh State University	Tobi L. Hay	Career Counselor Employer Relations Specialist SUNY Plattsburgh 101 Broad St-118 Angell College Ctr Plattsburgh, NY 12901	518-564-5075	
St. Michael's College	Ingrid A. Peterson	One Winooski Park, Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
Inside Radio	A. A	Insideradio.com	help wanted ta	b
Burlington Free Press & USA Today Job	Classified Department Ryan Williams	P. O. Box 10 Burlington, VT 05402-0010	658-3321 888-261-4823	
Press Republican		P O Box 459 Plattsburgh, NY 12901	518-561-2300	
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	
Vermont Employment & Training Department		59 Pearl Street #63 Burlington, VT 05401	652-0311 652-0363	
VAB	Jim Condon	500 A Dalton Drive Colchester, VT 05446	655-5764	
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-1339	
Clinton Community College	Attn: Human Resources	136 Clinton Point Drive Plattsburgh, NY 12901	518-562-4200	
X-Steps to End Domestic Violence (formerly Women Helping Battered Women)	Jess Forand Megan Foster	jessf@stepsvt.org meganf@stepsvt.org	802-658-3131 Ext 1063	
X-University of Vermont Ctr on Disability & Community Inclusion	Bryan Dague, Ed.D. CRC n	208 Colchester Avenue Burlington, VT 05405-1757	802-656-1345	
X-BeaconVT X-Requested to be notified.	Max Robbins	max@beaconvt.com	802-922-6827	



Full Time Swing Announcer

Job Title:

	e Filled: Il Number of I	Interviewees:	November 17, Two	2017		
Rec	ruitment Sour	rces: 1				
The	following reci	ruitment sources	s were utilized t	o fill this vacand	cy:	
	Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referre	∍d
1. 2.		ned list. Each so The number of ir			contacted for this job d on the list.	
3.						
4.						
5.						
6.						
7.						
	(Add r	more sources if utilized)				

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

EE	O LISTINGS FOR JOB POS		Updated 11/1	7/17
T	FOR ON AIR POSITIONS		,	
ORGANIZATION	CONTACT PERSON	utilitizes whenever we have employmen ADDRESS	PHONE NO.	INTERVIEWEES REFFERRED
Hall Communications, Inc.	Website posting/In house referral/On air recruiting announcements	70 Joy Drive So Burlington, VT 05403	658-1230	* 2
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Employment Services	194 US Oval Plattsburgh, NY 12903	518-561-0430	
Plattsburgh State University	Tobi L. Hay	Career Counselor Employer Relations Specialist SUNY Plattsburgh 101 Broad St-118 Angell College Ctr Plattsburgh, NY 12901	518-564-5075	
St. Michael's College	Ingrid A. Peterson	One Winooski Park, Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
Inside Radio		Insideradio.com	help wanted ta	b
Burlington Free Press & USA Today Job	Classified Department Ryan Williams	P. O. Box 10 Burlington, VT 05402-0010	658-3321 888-261-4823	
Press Republican		P O Box 459 Plattsburgh, NY 12901	518-561-2300	N. M. M. T.
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	
Vermont Employment & Training Department		59 Pearl Street #63 Burlington, VT 05401	652-0311 652-0363	
VAB	Jim Condon	500 A Dalton Drive Colchester, VT 05446	655-5764	
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-1339	
Clinton Community College	Attn: Human Resources	136 Clinton Point Drive Plattsburgh, NY 12901	518-562-4200	
X-Steps to End Domestic Violence (formerly Women Helping Battered Women)	Jess Forand Megan Foster	jessf@stepsvt.org meganf@stepsvt.org	802-658-3131 Ext 1063	
X-University of Vermont Ctr on Disability & Community Inclusi	Bryan Dague, Ed.D. CRC	208 Colchester Avenue Burlington, VT 05405-1757	802-656-1345	
X-BeaconVT X-Requested to be notified.	Max Robbins	max@beaconvt.com	802-922-6827	



PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #1*

Activity: Champlain College Job Fair 2017

Date: March 28, 2017 Preparer: Andrea Lammly/Steve Pelkey

Host/Sponsor of Activity: Champlain College, Hall Communications, Inc.

Participating Station Personnel: Steve Pelkey, Operation Manger & Ben Austin, PT Announcer

Description of activity and scope of station participation:

Spring 2017 Champlain College Career Fair-3/28/17 1:30-5 at the IDX Student Center on the campus of Champlain College, Burlington, VT

Job and internship fair with local employers and industry discussing current opportunities with potential employees. Open to students and the public. Hall Communications supports the event with on air prepromotion to create awareness, as well as reports on WOKO and WKOL the day of to increase attendance. Event was promoted on WOKO-WBTZ-WKOL-WIZN-WJOY. Operations Manager Steve Pelkey and Ben Austin were Hall representatives.

^{*}If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #2

Activity: Plattsburgh/North Country Chamber Job Fair 2017

Date: May 17, 2017

Preparer: Andrea Lammly/Steve Pelkey

Host/Sponsor of Activity: Plattsburgh/North Country Chamber of Commerce, JSEC, One Work Source,

Hometown Radio, WJOY/WOKO/WKOL/WIZN/WBTZ Radio

Participating Station Personnel: Steve Pelkey, Operations Manager & Jim Gratton, PT Announcer

Description of activity and scope of station participation:

North Country Chamber of Commerce Job Fair May 17th 3-7 Westside Ballroom, Plattsburgh, NY:

Job Fair with local employers and industry discussing current opportunities with potential employees. Open to the public. Hall Communications supports the event with on air pre-promotion to create awareness, as well as reports on WOKO and WKOL day of to increase attendance. The event was promoted on WOKO-WBTZ-WKOL-WIZN-WJOY. Operations Manager Steve Pelkey and Jim Gratton were Hall representatives.

^{*}If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #3

Activity: Plattsburgh/North Country Chamber Job Fair 2017

Date: September 13, 2017 Preparer: Andrea Lammly/Steve Pelkey

Host/Sponsor of Activity: Plattsburgh/North Country Chamber of Commerce, JSEC, One Work Source,

Hometown Radio, WJOY/WOKO/WKOL/WIZN/WBTZ

Participating Station Personnel: Candis Leopold, Sales Manager & Ed Bolin, Marketing

Representative

Description of activity and scope of station participation:

North Country Chamber of Commerce Job Fair Wednesday September 13th from 3-7 Westside Ballroom, Plattsburgh, NY:

Co-sponsored by Hall Communications stations WOKO-WBTZ-WKOL-WIZN-WJOY. Prepromotional announcements were aired on all five stations to raise awareness of event. Event attended by Sales Manager, Candis Leopold and Marketing Rep, Ed Bolin. We accepted applications/resumes for future sales and current part time on air openings.

^{*}If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #4

Activity: Activity designed by the station to further job dissemination

Date: February 1, 2017 – January 31, 2018 Preparer: Andrea Lammly

Host/Sponsor of Activity: Hall Communications, Inc.

Participating Station Personnel: Dan Dubonnet, V.P. & General Manager

Description of Activity and Station Participation:

In an effort to widely recruit resources for obtaining personnel, stations WJOY-AM, WOKO-FM, WKOL-FM, WIZN-FM and WBTZ-FM each aired an announcement asking groups or organizations that wish to be notified of any or all openings, to call the station and their name will be placed on the Employment Notification List. It was noted in the announcement that Hall Communications, Inc. is an equal opportunity employer and encourages minority and female applicants. Announcement airs throughout each month in all day parts from February 1, 2017 through January 31, 2018.