In response to the August 19, 2022 letter of Elizabeth E. Goldin, Assistant Chief, Investigations & Hearings Division of the Commission's Enforcement Bureau, concerning a random audit of EEO compliance (the "EEO Audit Letter"), I, Jerome R. Zimmer, hereby declare as follows:

 I am the president of Pilot Media, LLC, the licensee of WIBL, (Fac. ID No. 86178) which is part of a station employment unit based in Normal, IL. This SEU also includes WZIM, (Fac. ID No. 88354); WRPW, (Fac. ID No. 15486).

This statement and relevant attachments are being submitted as requested. Please find the answers below, along with any supporting documentation in the attachments.

Please note that the Audit Data Requested falls between 2020 and 2022. Due to Covid19 restrictions as well as its financial impacts, we have not hired for more than two (2) full time job openings that fall between those dates.

Federal, state and local restrictions severely impacted public outreach that we normally include as part of our current "EEO Compliance Plan" as the universities, community organizations, and career fairs were not available through 2020 and late into 2021 in Illinois as they have been in our previous reporting periods. This SEU seamlessly shifted our efforts from public and educational events, to a focus on mentoring and training, both things we were able to do internally.

- 2. In response to Question 2(a) of the EEO Audit Letter, this SEU currently has 8 full-time employees, in a market size of less than 250,000.
- 3. In response to Question 2(b)(i) of the EEO Audit Letter, this SEU does employ five or more full-time employees as the term is defined in the broadcast EEO rule of the Federal Communication Commission, 47 C.F.R. § 73.2080(e)(1). Please see the SEU's two most recent EEO Public File Reports, as described in 47 C.F.R. § 73.2080(c)(6), as Attachment A.
- 4. In response to Question 2(b)(ii) of the EEO-Audit Letter, the web addresses of the station addresses are as follows: WIBL: <a href="https://lor7thebull.com">https://lor7thebull.com</a>. WZIM: <a href="https://magic995fm.com">https://magic995fm.com</a> WRPW: <a href="https://cities929.com">https://cities929.com</a> A copy of the current EEO Public File Report is included on or linked from the websites.

This SEU requested an extension as the General Manager is the person primarily responsible for EEO documentation and has been on an unexpected and extended sick leave since the 1<sup>st</sup> of September. SEU staff had to go through all of the SEU records to prepare the public file report while it was preparing this response. The report has now been uploaded to the online public inspection files of each of the stations in the SEU and linked on each station's website.

5. In response to Question 2(b)(iii), the licensee retains all relevant records to document its outreach to the recruitment sources used to fill its full-time positions pursuant to 47 C.F.R. §

73.2080(c)(5)(iii), including the recruitment reflected in the attached EEO Public File Reports (Attachment A). This SEU hired two (2) full-time employees during the period covered by the last two public file reports.

The position of WIBL Program Director was hired effective 01/03/2021 and the position of Promotions Coordinator was hired effective 02/24/2022

- 6. In response to Question 2(b)(iv) of the EEO Audit Letter, Attachment A also provides data concerning (a) the total number of interviewees for each full-time vacancy and (b) the referral source for each hired for any full-time vacancies filled during the reporting period.
- 7. In response to Question 2(b)(v) of the EEO Audit Letter, documentation concerning the Unit's recruitment initiatives during the period covered by the attached EEO Public File Reports and as described in § 73.2080(c)(2) is included in Attachment B.

This SEU employs a total of eight (8) full-time employees and we are located in a market with a population of less than 250,000. Accordingly, this SEU is required to perform no less than two points worth of recruitment initiatives per year or four (4) total over the two-year period measured from the date the stations in the SEU are required to file license renewal applications.

- 8. In response to Question 2(b)(vi) of the EEO Audit Letter, the licensee affirms that it is not aware of any complaints alleging unlawful discrimination in the employment practices of the stations in this SEU based on race, color, religion, national origin or sex filed before a body with jurisdiction under federal, state, territorial or local law during the current license term.
- 9. In response to Question 2(b)(vii) of the EEO Audit Letter, the licensee affirms that the SEU's General Manager maintains an EEO compliance plan, with the assistance of outside communications counsel and other FCC compliance online resources. The plan contains directives to engage in broad recruitment for job vacancies and undertake recruitment initiatives and details the required recordkeeping requirements. This SEU's compliance efforts include identifying our efforts to afford equal employment opportunities to employees and applicants through statements disseminated in job postings and posted in conspicuous areas within the workplace.
- 10. In response to Question 2(b) (viii) of the EEO Audit Letter, the SEU does periodically analyze the effectiveness of its EEO recruitment program by annually reviewing the productivity of sources on its recruitment list and the outcome of its recruitment initiatives. During the annual reviews we verify that contact information for recruitment sources is up to date and add any new organizations that are relevant to extending employment opportunities equally. The importance of broad outreach is also discussed internally with other department heads and when SEU employees prepare to attend job fairs, intern fairs and other community organizations or events.
- 11. In response to Question 2(b)(ix) of the EEO Audit Letter, this SEU strives to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions, and selection techniques to ensure that we provide equal opportunity and do not have a discriminatory effect.

Dated: November 11, 2022

[SIGNATURE PAGE FOLLOWS]

Statement Signature of president of Pilot Media, LLC:

Printed Name: Jerome ZimmFP

Signature: / Blome

Dated: 1//14/22

## Attachment A:

2020-2021 EEO REPORT

2021-2022 EEO REPORT

## WIBL (FM) / WRPW (FM) / WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2020 - July 31, 2021

## I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hire	
WIBL Program Director Date of Hire 01/03/2021	5, 6, 7, 8	5	
i <del>a</del>			

## WIBL (FM)/WRPW (FM)/WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2020 - July 31, 2021

# II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

			-
Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewer Referred by RS Over Reporting Period
1	Radio Commercials (WIBL/WRPW/WZIM)	No	0
2	II. Center for Broadcasting Lombard, IL	No	0
3	Illinois State University Normal, II	No	0
4	GPM Websites	Yes	0
5	AllAccess.com	No	5
6	Audience Development Group Grand Rapids, MI 49503	No	2
7	Internal Transfer/Promotion	Yes	1
8	Employee Referral	No	0
9	Internship Program	No	0
_ 10	Facebook	No	0
11	InsideRadio.com	No	0
12	Radio Advertising Bureau	No	0
13	Bradley University, Communications	No	0
14	Indeed.com	No	0

## WIBL (FM)/WRPW (FM)/WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2020 - July 31, 2021

# III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative	Brief Description Of Activity
1	Annual EEO On Air Announcements	Beginning 8/1/2020 through 7/31/2021, this SEU ran our annual schedule of radio and streaming commercials on all SEU stations informing the public that we are an Equal Opportunity Employer and they can visit station websites to obtain current employment opportunities.
2	Corporate management-level training regarding equal	On April 29, 2021, Management held an online training session concerning updated FCC/EEO guidelines; lead by our corporate office in Cookeville, Tn. Local management then met with SEU's Department Heads and shared the guidelines and new ideas with them to ensure they are also aware of current FCC/EEO policies.
3	Internal Mentoring/Training Program	Due to limited public outreach because of Covid19 restrictions, management decided to shift our focus to expanding the skills and knowledge of our part-time staff. We discovered through 1:1 discussions with them what (if any) broadcast skills that they would like to learn more about and paired them with a mentor.
1	Public Speaking to students about working in Broadcasting	In Feb of 2021, this SEU's full-time News Director spoke to a group of students at Illinois State University U-High about news reporting, free speech issues and how it all ties into broadcasting. After she spoke, she held a Q/A and found the students to be very interested in how local reporting works. She gave them information regarding this SEU's internship program and informed them they can receive college credit. She also invited the students to come into the studio to speak about The Liberty Club.

5 Veterans Employment Outreach	In June of 2021, this SEU held our annual fundraiser for local veterans. Flyers were prominently displayed encouraging veterans to ask about employment. Veterans were directed to management about current available or upcoming positions within all departments and encouraged them to schedule employment interviews.
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## WIBL (FM) / WRPW (FM) / WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2021 - July 31, 2022

## I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hire
Full Time Promotions Director Position filled 02/24/22	1, 4, 7, 8, 10, 12	8
Pin IA		
W		
i fr	.77	
		-
		4.
<u>-</u>		

## WIBL (FM)/WRPW (FM)/WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2021 - July 31, 2022

# II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

			,
Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Radio Commercials (WIBL/WRPW/WZIM)	Yes	6
2	II. Center for Broadcasting Springfield, IL	No	0
3	Illinois State University Normal, II 61761	No	0
4	GPM Websites	Yes	1
5	All Access. com	No	0
7	Internal Transfer/Promotion	Yes	0
8	Employee Referral	No	1
9	Internal Internship Program	No	0
10	Facebook	No	1
11	InsideRadio.com	No	0
12	Indeed.com	No	2
13	Illinois School of Broadcasting - Lombard, Illinois 60148	No	0
14	Bradley University, Communications Peoria, Illinois	No	0

## WIBL (FM)/WRPW (FM)/WZIM (FM) EEO PUBLIC FILE REPORT August 1, 2021 - July 31, 2022

## III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative	Brief Description Of Activity
1	On Air Announcements	Beginning 8/1/2020 through 7/31/2021, this SEU aired radio commercials on all stations informing the public that we do not discriminate based on race, religion, color, sex (including pregnancy and gender identity), national origin, age, disability, family medical history, or genetic information as well as informing the public that they can call our business office or visit station websites to obtain employment opportunities
2	Internship Program	During this reporting period, this SEU hosted one student intern in the fall semester. This student expanded their knowledge about broadcasting by obtaining hands-on experience in a broadcast environment. Depending on their particular interests, we allow them to explore different aspects of the business. For example, students may learn to operate studio equipment and assist with remote broadcasts, shadow members of our sales team and assist with the development of sales materials, or they may work in the promotions department.  Interns are rewarded with course credit hours upon successful completion of the semester-long program.
3	On-air announcements for full-time position of Promotions Coordinator	Beginning 2/15/2022 through 3/15/2022, this SEU aired radio commercials on all stations informing the public that we had a position of Promotions Coordinator available and directed them to station website to apply. This radio/streaming is separate from our annual EEO announcements.

4	Internal Mentoring/Training Program	This SEU now has a mentoring program in place, expanding the skills and knowledge of our part-time staff. We find their strengths and ask what they're interested in. Based on those things, we will pair them up with someone at management level who dedicates a minimum of a few hours per week developing their knowledge of the department that they would like to learn more about. We currently have 2 part-time employees who "shadow" a manager. The goal is to encourage them to have the skills needed and the confidence to apply for any full-time vacancies that may become available.
5	Veterans Employment Outreach	In July of 2022, this SEU held our annual fundraiser for local veterans. Flyers were prominently displayed encouraging veterans to ask about employment. Veterans were directed to management about current available or upcoming positions within all departments and encouraged them to schedule employment interviews.

):

# **ATTACHMENT B:**

# 2020-2021 EEO Public File Report

- Radio Commercial Schedule Confirmation announcing that Pilot Media is soliciting resumes and we are an Equal Employment Commercial Copy
- Screen Shot of Job Posting for WIBL Program Director. We interviewed a total of eight (8) candidates from four (4) recruitment sources as reflected on the above EEO Report/Vacancy List. Position filled on 01/03/21 via Recruitment Source number five (5); allaccess.com

## 2) 2021-2022 EEO Public File Report

- Radio Commercial Schedule Confirmation announcing the job vacancy of Promotions Coordinator. We interviewed a total of eight (8) candidates from six (6) recruitment sources. Position filled on 02/24/22 via Recruitment Source number twelve (12); Employee Referral
- Commercial Copy

12

- Screenshots of our three station websites with the job vacancy
- Screenshot of the job vacancy posted to station's Facebook page

## **ATTACHMENT B1:**

The position for Bull Program Director was posted in Allaccess.com On 12/11/2020, as seen in the ad below.

Due to the nature of this position, the recruitment sources used to were AllAccess.Com, Audience Development Group (programming consultant), internal advancement opportunities/transfers from other markets commonly owned, and employee referral. All of these sources were notified in internal meetings or via phone calls, other than All Access. This position was filled by an applicant from the ad placed in the industry trade site on 01/03/2021, as shown below.

## Country PD - Bloomington IL

One of Illinois' best Country brands, 107-7 The Bull- is looking for its next leader. G-Selector experience is key. Excellent facilities, nationally respected ownership, with Bloomington-Normal as the backdrop, described as one of downstate Illinois' best lifestyles. Career summary, music management...

by cillinoisradio Fri Dec 11, 2020 2:35 pm

Forum: Job Archives

Topic:

Country PD - Bloomington IL

Replies: 0 Views: 760

Jump to post >

## Confirmation



Great Plains Media (Bloomington) 108 Boeykens Place Normal IL 61761

Contract #
Date Entered
Sales Person
Billing Cycle
Conflict 1
Product
Contract

439786 09/04/2020 House House Calendar Advertising Recruitment Internal

10/16/2020 - 09/15/2021

### **GPM-INTERNAL**

	Station	Date Range	Time Range	Len	Schedule	Denselad			
1	WIBL-FM	09/16/2020-09/15/2021				Repeated	Rate	Qty	Total
2					5,5,5,5,5,5	All Weeks	0.00	1825	0.00
K				00:30	5,5,5,5,5,5	All Weeks	0.00	1825	0.00
3	WZIM-FM	09/16/2020-09/15/2021	12:00a-	00:30	5,5,5,5,5,5	All Weeks			7.1
					0,0,0,0,0,0	All VVCCKS	0.00	1825	0.00
							Total		0.00

Designate & Difference				
Projected Billing		Count	Gross	Net
October	2000			
November	2020	465	0.00	0.00
December	2020	450	0.00	0.00
January	2020	465	0.00	0.00
February	2021	465	0.00	0.00
March	2021	420	0.00	0.00
	2021	465	0.00	0.00
April	2021	450	0.00	0.00
May	2021	465	0.00	0.00
June	2021	450	0.00	0.00
July	2021	465	0.00	0.00
August	2021	465	0.00	0.00
September	2021	225	0.00	
	2021			0.00
		5250	0.00	0.00

## Confirmation



Great Plains Media (Bloomington) 108 Boeykens Place Normal IL 61761

Contract #
Date Entered
Sales Person
Billing Cycle
Conflict 1
Product
Contract

20232 07/30/2021 House House Calendar Advertising Recruitment Internal

10/15/2021 - 09/15/2022

#### **GPM-INTERNAL**

_	Station	Date Range	Time Range	Len	Schedule	Repeated		Deta Ot	
1	WIBL-FM	10/15/2021-09/15/2022	12:00a-	00:30		All Weeks		Rate Qty	Tota
	WRPW-FM	10/15/2021-09/15/2022	12:00a-	00:30		All Weeks		0.00 1825	0.00
3	WZIM-FM	10/15/2021-09/15/2022	12:00a-	00:30		All Weeks		0.00 1825	0.00
					-,-,-,-,-,-,-,-			0.00 1825	0.00
D	4 4 5 101					Total			0.00
Proje	cted Billing						Count	Gross	Net
Octo	ber mber					2021	465	0.00	0.00
_	mber					2021	450	0.00	0.00
Janua						2021	465	0.00	0.00
Febr	-					2022	465	0.00	0.00
Marc	-					2022	420	0.00	0.00
April						2022	465	0.00	0.00
May						2022	450	0.00	0.00
June						2022	465	0.00	0.00
July						2022	450	0.00	0.00
Augus	st					2022	465	0.00	0.00
	mber					2022	465	0.00	0.00
- Opio						2022	225	0.00	0.00
							5475	0.00	0.00

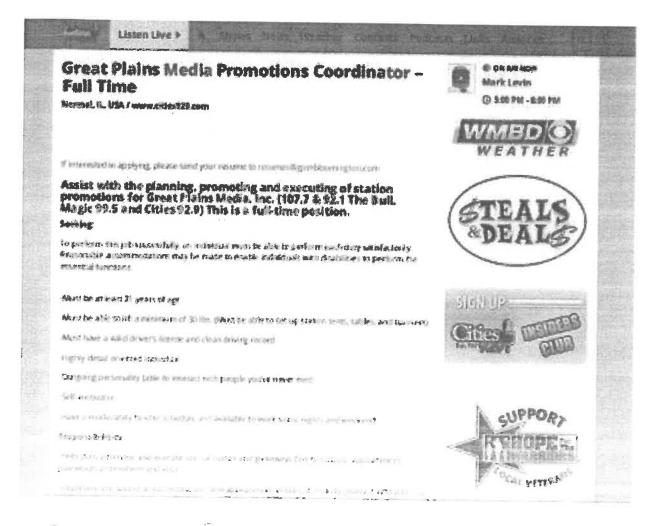


Even if we can't spell, so good

Client: GPM Internal Recruitment
Title: Promotions Coordinator

WRPW • WIBL  108 Boeykens Place Normal, Illinois 61761 Phone 309/888-4496 • Fax:  X WRPW X WZIM X WIBL  Approved by Client:  Date	Co-co Date Length  SO9M52-9677  * The ideas expressed in Bioomington and may not be  SFX MUSIC UNDER  If you like to work hard. Great Plains Media, is lefor the full-time position You'll be putting togeth events big and small, frotelling our story to lister Bring a great attitude an On the rest. Get paid to 1 107-7 The Bull.com/Mag To submit your resume to	th: 02/10/21 -03/10/21 th: :10 x :30 :60  It this script are the property of Great Plains Media, a used without written permission  It plan events, meet tight deadlines and have fun, boking For YOU! We are hiring our next rockstar of Promotions Coordinator.  The start to finish while there and clients all over Central Illinois. It dattention to detail and we'll train you have fun! Head to (Insert each: 1210 x :30 :60  It is is in this Media, 2017 and have fun, 2018 and have fun, 2018 and have fun, 2018 and have fun.
his announcement was broadcast tation's program log. The times this are billed to this station's effent on o rated:	announcement was broadcast	Signature of Station Official
t an eagned rate of: each forannounceeach forannounceeach forannounce	ments for a total of S	Typed Name & Title  Sworn to and subscribed before me on this date.  Notary:

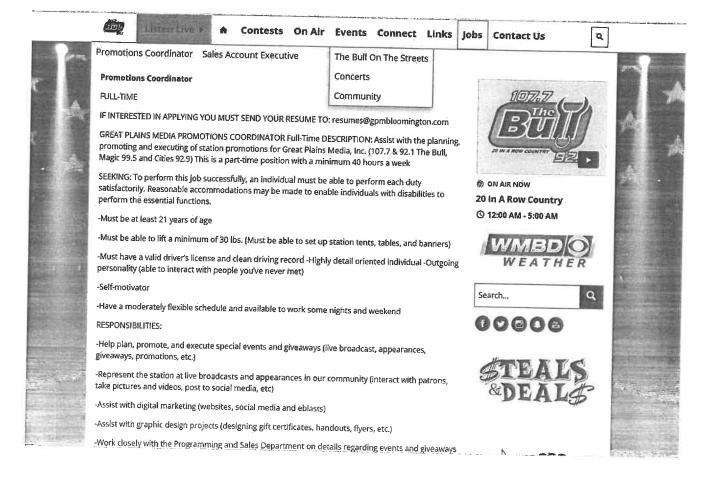
## Attachment B2: Full-Time Promotions Coordinator posted on Cities92.9.com WRPW



## **ATTACHMENT B2:**

# Full-Time Promotions Coordinator posted on 1077thebull.com

WIBL



## **ATTACHMENT B2:**

## **Full-Time Promotions Coordinator posted on** magic995fm.com WZIM

Listen Live ▶

♠ On-Air Contests Links VIP About Us

**▲** Sign In

### **Great Plains Media Promotions Coordinator Full-Time**

Normal, IL, USA / magic995fm.com

If interested in applying, please send your resume to resumes@gpmbloomington.com

Assist with the planning, promoting and executing of station promotions for Great Plains Media, Inc. (107.7 & 92.1 The Bull, Magic 99.5 and Cities 92.9) This is a full-time position with a minimum 40 hours a week

To perform this job successfully, an individual must be able to perform each duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- -Must be at least 21 years of age
- -Must be able to lift a minimum of 30 lbs. (Must be able to set up station tents, tables, and banners)
- -Must have a valid driver's license and clean driving record
- -Highly detail oriented individual
- -Outgoing personality (able to interact with people you've never met)
- -Have a moderately flexible schedule and available to work some nights and weekend

#### Responsibilities:

-Help plan, promote, and execute special events and giveaways (live broadcast, appearances, giveaways, promotions and etc.)

### Join The Email Club









NOW PLAYING I Won't Back Down Tom Petty

Junes





### Listen Live

Last Played Songs



Tom Petty I Won't Back Down

## Confirmation



Great Plains Media (Bloomington) 108 Boeykens Place Normal IL 61761

Contract # Date Entered Sales Person Billing Cycle Conflict 1 Product Contract

20232 09/15/21 House House Calendar Recruitment FT promo 02/15/21 - 03/15/21

**GPM-INTERNAL** 108 BOEYKENS PL NORMAL IL 61761

	Station	Date/Time	Len	Schedule	Repeated			
	WIBL-FM	02/15/21-03/15/21	00:30	5,5,5,5,5,5			Rate Qty	Tota
		12:00a-11:59p		3,3,5,5,5,5	All Weeks		0.00 140	0.00
	WRPW-FM	02/15/21-03/15/21 12:00a-11:59p	00:30	5,5,5,5,5,5	All Weeks		0.00 140	0.00
		02/15/21-03/15/21 12:00a-11:59p	00:30	5,5,5,5,5,5	All Weeks		0.00 140	0.00
o n	av by credit c	ard a 2.5% processi				Total		0.00

To pay by credit card a 2.5% processing fee will be added to your transaction

Projected Billing Feb		Count	Gross	Ne
March	2021	210	0.00	0.0
	2021	210	0.00	0.00
	11	420	0.00	

# Advertising that

Even if we can't spell,, so good

WRPW · WZIM · WIBL

108 Boeykens Place Normal, Illinois 61761 Phone 309/888-4496

Client: GPM Internal Recruitment **Title: Promotions Coordinator** 

Co-op:

02/10/21 - 03/10/21Dates:

Length: :10 x :30

• Fa	ax 309/452-9677	•		_A30	.00			
	* The ideas expresse	d in this	Script are the	property of	Great Dising	14. 0		
x WRPW x WZIM	Bloomington and may n	ot be used	without written	permission	Great Plains	меага		
x WIBL	SFX MUSIC UNDER							
Approved by Client:	If you like to work hard, plan events, meet tight deadlines and have fun, Great Plains Media, is looking For YOU! We are hiring our next rockstar for the full-time position of Promotions Coordinator. You'll be putting together all of our events big and small, from start to finish while telling our story to listeners and clients all over Central Illinois. Bring a great attitude and attention to detail and we'll train you On the rest. Get paid to have fun! Head to (Insert each: 107-7 The Bull.com/Magic995fm.com/Cities929.com) To submit your resume today! Great Plains Media Bloomington is an Equal Opportunity Employer.							
Date								
	_							
This announcement was broadcast station's program log. The times this were billed to this station's client on Dated:	is announcement was breadened		ıre of Station Offici	ial				
		Typed I	Name & Title					
At an earned rate of:  S each for announce B each for announce	ements for a total of \$		o and subscribed t	before me on this	date:			
s each for announc announc	ements for a total of \$	Notary:				_		

FACEBOOK POST 2/15/22



## **Great Plains Media Promotions Coordinator**

107.7 The Bul

View 9 Applications

Boost a post

G Close Job

/ Fdit Job

A Shar

O View As Applica

#### **Job Details**

💮 Full-time

108 Boeykens Pl, Normal, IL 61761-2123, United States

Posted 44 weeks ago

Job Description

GREAT PLAINS MEDIA PROMOTIONS COORDINATOR

DESCRIPTION: Assist with the planning, promoting and executing of station promotions for Great Plains Media, Inc. (107.7-8: 92.1 The Bull, Magic 99.5 and Cities 92.9)

SEEKING: To perform this job successfully, an individual must be able to perform each duty satisfactority. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- -Must be at least 21 years of age
- -Must be able 1000ft a ninderium of 30 bs. (Must be able to set up station tents, tables, and hand are)
- with the very content slicense and clean driving record
- กลุโกร detan or ented fridividus
- -Outgoing personality (able to interact with people you've never met)

#### **Posted To**



107.7 The Bull Your Page - 25,834 followers

#### Manage Jobs



View Your Jobs



Create New Job

**[**]

Duplicate This Job

# ATTACHMENT C:

# Attachment C

# Recruitment Initiatives

- On-air Annual Commercial Schedule
- Copy for Annual Recruitment Campaign
- Corporate management-level training regarding equal employment opportunity and prevention of discrimination
- Internal Mentoring/Training Program
- Outreach by SEU's News Director Student Education on broadcasting at Illinois State University
- College Internship Program

## Megan Zimmer

Subject:

EEO call with KS/TN

Location:

Conf call - my office

Start:

Thu 4/29/2021 12:00 PM

End:

Thu 4/29/2021 12:45 PM

Recurrence:

(none)

**Meeting Status:** 

Meeting organizer

Organizer:

meganz@gpmbloomington.com

**Required Attendees:** 

kaitlin@gpmbloomington.com; jon@gpmbloomington.com; Chris Murphy

(chris@gpmbloomington.com)

30-45 minutes with the other markets to discuss EEO compliance.

Please be prepared to discuss how C19 has impacted all recruitment outreach and share some ideas.

Thanks!

Mega	Apr 25 - May 1	_	Apr 18 - 24		Apr 11 - 17		Apr 4 - 10		Mar 28 - Apr 3			D
Megan Zimmer	2:46pm 3:46pm BENS SHOW @ 3	25	2:46pm 3:46pm BENS SHOW @ 3	18	2:46pm 3:46pm BENS SHOW @ 3	11	SHOW @ 3	3.40		Mar 28	Sunday	A/29/20
		26		19	8:30am 9:00am Update MY BOB for following month, - meganz@gpmbloo 10:30am 11:00am GOP STUFF!	12	8:00am PAYROLL REPORTS TO BLM - meganz@gpmbloo mington.com	5		29	Monday	021-田
	10:00am 11:00am Great Plains - Normal vPromotions Refresher (https://global.goto meeting.com/join/4	27	8:00am 9:00am 1pm Keith Hill 10:30am 11:00am Megan Zimmer and Kipper McGee LLC (https://us02web.zo	20	10:00am 11:00am Promo Meeting - K 10:00am 11:00am Promo Meeting - K 12:45pm 2:45pm Gop 9/11 event	13	10:00am 10:30am Ken Ropp (108 Boeykens 10:00am 11:00am Promo Meeting - K 10:00am 11:30am Pro	6		30	Tuesday	COUF
1	10:00am 11:00am Promo Meeting - Kai Promo Meeting (Upst Sales Meeting (Upst 1:00pm 1:30pm Catrina in for Paperwork - m	28	10:00am 11:00am Promo Meeting - Kai 11:00am 11:30am Sales Meeting (Upst 3:00pm 4:00pm Intervi 3:00pm 4:00pm - chris	21	11:00am 11:30am Sales Meeting (Upstairs Conferenc 2:00pm 3:00pm Over The Edge Meeting (Great Plains Media (	14	11:00am 11:30am Sales Meeting (Upstairs Conferenc 4:00pm 5:00pm Kipper meganz@gpmbloo	7		31	Wednesday	47
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11/14/2022 7:05 PM		May 1		24		17		10		3	Cathoday	May 2021 Tu We Th Fr Sa  4 5 6 7 8 11 12 13 14 15 18 19 20 21 22 25 26 27 28 29

# April 29, 2021

Thursday

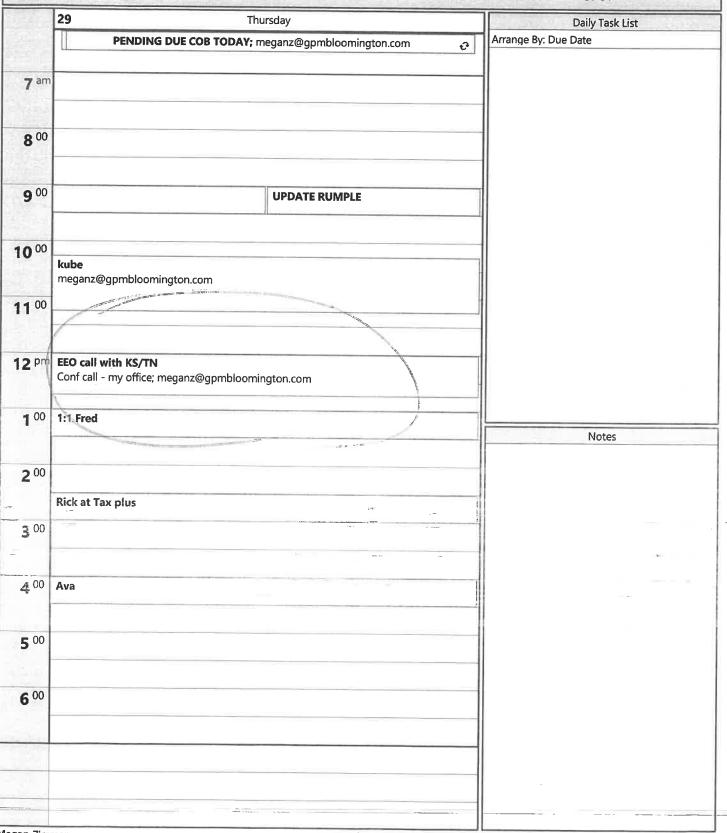
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# Recruitment Initiative Corporate EEO Training Confrence Call

On April 29th, 2021 of This SEU's General Manager, Brand Manager and IT Director joined a call with our Vice President and our other commonly owned market managers to discuss the current FCC EEO Compliance and talk about the challenges of recruiting and retention of employees during the ongoing Covid-19 pandemic and how that had effected all employers.

This information was shared with all department heads in the following week's meeting.

(One copy of this SEU's calendar to follow)

# Recruitment Initiative nternal Mentoring/Training Program

This SEU's management staff installed a new program designed to further develop our current and future part-time staff with the goal of development of necessary skills to fill any future full-time openings that may become available for them to apply and interview for consideration.

(Internal Communications and documentation to follow)

### Megan Zimmer

To:

meganz@gpmbloomington.com
FW: Welcome to the RCS Academy

Attachments:

Subject:

banner\_image.png

From: Chris Murphy < <a href="mailto:chris@gpmbloomington.com">chris@gpmbloomington.com</a>>

Date: Wed, Jan 27, 2021 at 10:27 AM

Subject: Fwd: Welcome to the RCS Academy

To: Megan Zimmer < megan@gpmbloomington.com >,

Hey Megan,

As we discussed, this is the training academy that Glen and I will be undergoing in order to use RCS Selector. It will require an afternoon of review and a final exam. Thanks for providing this excellent training for Glen and I. He is really looking forward to digging in to the music!

Chris

----- Forwarded message ------

From: Chris Murphy < chris@gpmbloomington.com>

Date: Tue, Jan 26, 2021 at 4:27 PM

Subject: Fwd: Welcome to the RCS Academy

To: Glen Cooper < glen@gpmbloomington.com >, Jon Hall < jon@gpmbloomington.com >

----- Forwarded message -----

From: RCS Academy <academy@rcsworks.com>

Date: Tue, Jan 26, 2021 at 2:56 PM Subject: Welcome to the RGS Academy

To: "Chris Murphey < chris@gpmbloomington.com>

RCS Academy

Hello Chris Murphey,

Congratulations!

You have been enrolled into the RCS Academy.

Follow the steps below to verify and access your account.

Step 1) If you already have an Adobe ID, <u>click here</u> to authenticate and log in to your Account. If you do not have an Adobe ID, <u>click here</u> to create one and get started.

Step 2) For subsequent logins, bookmark your account URL mentioned below.

**Note:** Please do not forward as the links in this email are unique and contain your login information.

Account URL: <a href="https://captivateprime.adobe.com/rcs">https://captivateprime.adobe.com/rcs</a>

The RCS Academy Team

Help

### Megan Zimmer

Subject:

Great Plains - Bloomington Sales Training

Location:

https://global.gotomeeting.com/join/461633381

Start: End:

Wed 6/23/2021 10:30 AM Wed 6/23/2021 11:00 AM

**Show Time As:** 

Tentative

**Recurrence:** 

(none)

**Meeting Status:** 

Not yet responded

Organizer:

Chris Murphy

Glen was included on this.

----- Forwarded message -----From: <shelly@vcreativeinc.com> Date: Mon, Jun 14, 2021 at 10:47 AM

Subject: Invitation: Great Plains - Bloomington Sales Training @ Wed Jun 23, 2021 10:30am - 11am

(CDT) (chris@gpmbloomington.com)

To: <chris@gpmbloomington.com>, <trainings@vcreativeinc.com>

You have been invited to the following event.

## **Great Plains - Bloomington Sales Training**

When

Wed Jun 23, 2021 10:30am - 11am Central Time - Chicago

Where

https://global.gotomeeting.com/join/461633381 (map)

Calendar

chris@gpmbloomington.com

Who

- shelly@vcreativeinc.com organizer
- chris@gpmbloomington.com
- trainings@vcreativeinc.com

more details »

Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/461633381

You can also dial in using your phone. United States: +1 (786) 535-3211

Access Code: 461-633-381

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <a href="https://global.gotomeeting.com/install/461633381">https://global.gotomeeting.com/install/461633381</a>

Going (chris@gpmbloomington.com)? Yes - Maybe - No more options »

Invitation from Google Calendar

You are receiving this email at the account <a href="mailto:chris@gpmbloomington.com">chris@gpmbloomington.com</a> because you are subscribed for invitations on calendar <a href="mailto:chris@gpmbloomington.com">chris@gpmbloomington.com</a>.

To stop receiving these emails, please log in to <a href="https://calendar.google.com/calendar/">https://calendar.google.com/calendar/</a> and change your notification settings for this calendar.

Forwarding this invitation could allow any recipient to send a response to the organizer and be added to the guest list, or invite others regardless of their own invitation status, or to modify your RSVP. <u>Learn More</u>.



invite.ics



## Illinois Department of Labor **Employment Certificate**

Date of Issue: 3.30.21

VALID FOR ONE YEAR FROM DATE OF ISSUE AND FOR EMPLOYER TO WHOM ORIGINALLY ISSUED Check for Regular Minor Employment This certifies that I, the undersigned issuing officer, have made a careful examination of the application and of all proofs, documentary or otherwise, as required by Section 12 of the Child Labor Law (CLL), 820 ILCS 205/1 et seq. and the regulations at 56 Ili. Adm. Code 250.400 in issuing this employment certificate and have on file all information required by Section 12 to be submitted with the application and hereby approve this employment certificate. Check for Child Performer Employment This certifies that I, the undersigned issuing officer, have made a careful examination of the application and of all proofs, documentary or otherwise, as required by Section 12 and 12.5 of the Child Labor Law (CLL), 820 ILCS 205/1 et seq. and the regulations at 56 III. Adm. Code 250.400 in issuing this employment certificate and have on file all information required by Section 12 and 12.5 (Child Performer Trust Fund) to be submitted with the application and hereby approve this employment certificate. This also certifies that a trust fund has been set for the child performer that meets the requirements of the Illinois Uniform Transfers to Minor Act. The MINOR to whom this certificate is issued: Male (First Name) (Middle Name) (Last Name (Street Address) Bloomington 61704 (309) (State) **Business Telephone** The Employer who intends to employ said MINOR: Pilot Media, LLC **Business Name** 108 Boeykens Place Street Address Normal 61761 309.888.4496 (City) Occupation of Miner: Promotions Assistant Copies of the employment certificate shall be provided to the employer, Illinois Department of Labor, the minor's parent or guardian and the issuing officer shall also retain a copy on file. Any employer, upon termination of the employment shall immediately return the certificate issued to the issuing officer as required by Section 13 of the CLL. 1202 E. Locust Street, Bloomington, IL 61701 Issuing Officer Address (street, city, state, zip)

By accepting and submitting this form, the issuing officer affirms and certifies that all information provided and the statements made herein are true, correct and complete. X

Bloomington High School School Name of Issuing Officer

Mr. Timothy Moore, Principal (Printed Name of Issuing Officer)

answer a question for me?
How do I pause whats
playing so it doesn't count
down all the way and go into
the next thing

6:48 PM

6:49 PM

Click on it.

Thank you so much

6:49 PM

6:49 PM

The side thing.

Or you can put it in manual mode and

And manually pull the trigger

Maybe use morning rush bumpers to signal DPB he has to break

6:50 PM

will be on air which button puts them on the soundboard

1:04 PM

When I rings just hit the CLR 1 button and then slide the slider up and hit the red button

1:04 PM

Thank you!

1:31 PM

1:31 PM

I heard she got on!

Monday, January 3

I am sending out email! So do t worry about putting finishing touches on that!

11:08 AM

# Recruitment Initiative Broadcasting Student Education

This SEU's News Director was invited to speak to a group of students at Illinois State University High by Mr. Mike Henning; president Faculty Advisor and of The Liberty Club. On 02/24/21, she spoke to approximately 30 students about issues regarding news reporting, free speech issues and how it all ties into broadcasting. After she spoke, she held a Q/A and found the students to be very interested in how local reporting works.

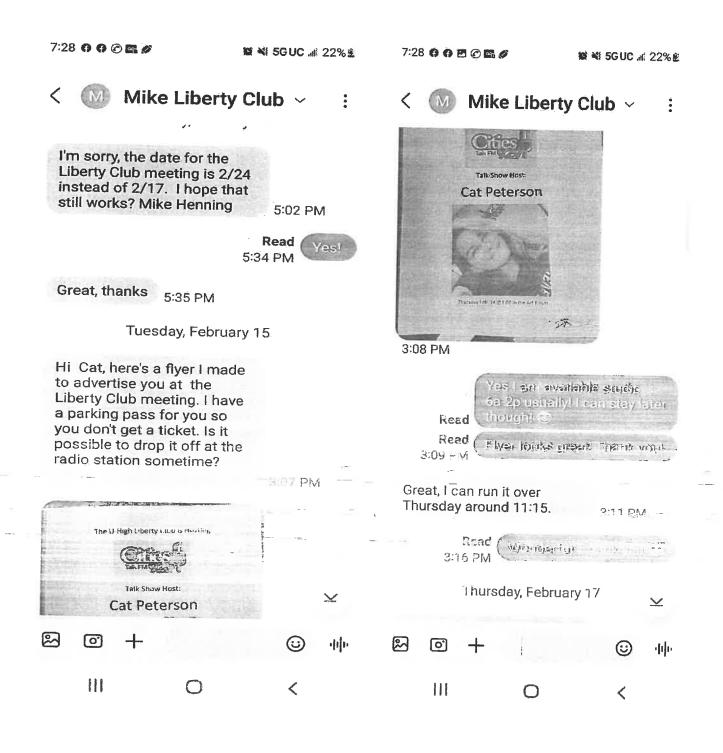
She gave them information regarding this SEU's internship program and informed them they can receive college credit.

She invited the students to come into the studio to speak on-air about The Liberty Club.

(Three Screenshots to follow)

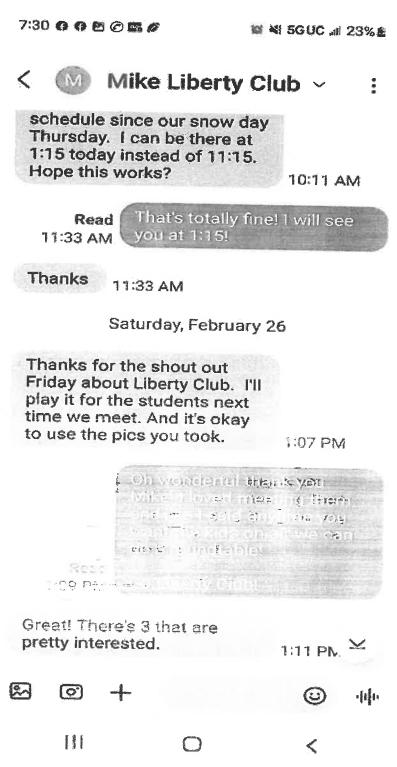
# **Recruitment Initiative - Broadcasting Student Education**

Documented conversation between SEU's News Director and Mr. Henning, President of The Liberty Club at Illinois State University -U High



## **Recruitment Initiative - Broadcasting Student Education**

Documented conversation between SEU's News Director and Mr. Henning, President of The Liberty Club at Illinois State University -U High



# Recruitment Initiative College Internship Program

This SEU participates with local students who are interested in broadcasting and broadcast marketing by obtaining hands-on experience in a broadcast environment. Depending on their particular interests, we allow them to explore different aspects of the business. We have established a close relationship with WZND, the Illinois State University radio station, as well as the head of the marketing department at ISU. This SEU's Brand Manager developed our internship program and has received great recognition from the ISU Professors within both the marketing department and the broadcast department. They recommend that students contact this SEU each semester.

Our Brand Manager interviews all intern applicants before making a final decision on who is the best fit, both for us and for the student. Upon successful completion of the semester-long program, our Brand Manager grades their performance and students are rewarded with course credit hours and the students also submit a review of this SEU's Internship Program. Our retention rate of interns staying on as employees is very high and is a reliable source of recruitment for all departments.

(Documents between this SEU and Illinois State University to follow) . .



Thomas A. Lamonica Field Experiences Director talamon@ilstu.edu 456 Fell Hall Campus Box 4480 Normal, IL 61790-4480

Telephone: 309.438.8578 Facsimile: 309.438.3048

### Fall 2021 Intern Mid-Term Evaluation

Please return this completed form to Tom Lamonica at talamon@ilstu.edu by October 10, 2021

Name of Student Intern:

Your Name (Supervisor):

Place of Employment: Great Plains Media

Coordinator's Note: Please respond to each of the five questions below. Question 6 is optional. Also, you are encouraged to recommend a mid-term grade at the bottom of this document, based on the criteria listed below. Thank you so much for all you do to support the Field Experiences program, and, most importantly, your student! Please feel free to contact me if you have requests, questions, recommendations or need assistance.

#### **EVALUATION**

- 1. As a mentor and a professional, I help my intern expand her/his professional experience by ... YOUR RESPONSE: Myself and the Promotions Coordinator include Noah in a variety of day to day operations in the world of radio promotions, marketing and digital projects.
- 2. Since arriving, this intern's efforts have helped our organization ... YOUR RESPONSE: By working with the promotions coordinator to execute promotions, contest and events.
  - 3. When she/he arrived, my intern's skills and maturity were (circle/or color one)
    - a. what I expected.
    - b. better than I expected.
    - c. less than I expected.

#### YOUR COMMENTS:

- 4. Over the course of the rest of the semester, this intern will be called upon to ... YOUR RESPONSE: Continue to help with promotions, marketing and digital projects.
  - 5. With the COVID-19 pandemic driving so many things, how has that impacted your ability to work with this intern?
    - a. Face-to-face like pre-virus
    - b. Hybrid-some in-house, some virtual
    - c. Virtual.

#### YOUR COMMENTS:

6. Please comment on your experience with the administration and support you have received from the School of Communication's internship program, and whether you would be open to accepting future interns from the SoC. YOUR RESPONSE: Good

Supervisor Evaluation Instructions/Criteria: Midterm evaluations provide the basis for 25% of the final grade. The Faculty Coordinator for each section of COM 398 is ultimately responsible for student grades.

Grades are awarded based on the quality of interns' professional performance and evaluated in the context of the general expectations from an upper division university student at Illinois State University. For the purpose of this evaluation, letter grades recommended by internship supervisors should reflect the following standards:

- A "if I had an opening for an entry-level person, this intern would receive an interview."
- B "I would recommend this intern for an entry-level position in our profession."

 ${f C}$  "this intern has behaved professionally and made an effort to accomplish tasks assigned."

D "the inconsistent effort and/or professional attitude of this intern has restricted the value of the experience."

F "this intern has consistently failed to demonstrate acceptable professional effort."

Note: All supervisor evaluations are subject to final review and evaluation by the internship coordinator prior to an assigned grade by the internship coordinator.

Supervisor's Recommended Mid-Term Letter Grade for this Intern: A

Please complete and return this evaluation to Tom Lamonica as an email attachment by October 10, 2021 ... thank you!

**\*** 

#### Megan Zimmer

From: Sent: To: Subject:	Megan Zimmer <meganz@gpmbloomington.com> on behalf of Megan Zimmer Wednesday, November 16, 2022 2:27 PM Jon Hall Fwd: Final Evaluation, ISU School of Communication Interns</meganz@gpmbloomington.com>
From: Kaitlin Christakos < kaitlin@gpmbloomington.com > Date: Tue, Nov 15, 2022 at 12:58 PM Subject: Fwd: Final Evaluation, ISU School of Communication Interns To: Megan Zimmer < meganz@gpmbloomington.com >	
Begin forwarded message:	
From: Kaitlin Christakos < <a href="mailto:kaitlin@gpmbloomington.com">kaitlin@gpmbloomington.com</a> Date: August 12, 2019 at 3:16:19 PM CDT  To: "Lamonica, Tom" < <a href="mailto:talamon@ilstu.edu">talamon@ilstu.edu</a> Subject: Re: Final Evaluation, ISU School of Communication Interns  Bouncing off ideas with you was more than I could of asked. Thanks for always being willing to help!	
On Sun, Aug 11, 2019 at 8:43 AM Lamonica, Tom < talamon@ilstu.edu > wrote:	
Kaitlin:-	
That is great news about Kristin. We appreciate your support for her. I am sorry I wasn't able to develop solid leads for you on your open positions, but appreciate the opportunity to try.	
Best wishes,	
Tom	

From: Kaitlin Christakos < kaitlin@gpmbloomington.com>

Sent: Thursday, August 8, 2019 9:32 AM
To: Lamonica, Tom < talamon@ilstu.edu>
Cc: Sheary, Kiersten < ksheary@ilstu.edu>

Subject: Re: Final Evaluation, ISU School of Communication Interns

[This message came from an external source. If suspicious, report to <u>abuse@ilstu.edu</u>]

Hi Tom,

Attached is Kanada and Final eval. I apologize for the delay on the getting this to you. I wanted to let you know Kristin will be staying with GPM as part-time in the promotions department. We are happy to hold on to her.

Thank you,

Kaitlin

On Fri, Jul 26, 2019 at 12:21 AM Lamonica, Tom < talamon@ilstu.edu> wrote:

Internship Professional Supervisors:

Hope you are having an enjoyable summer, including a great relationship with your Illinois State University School of Communication interns.

One of the attached documents is the final evaluation form, which I would appreciate returned by Aug. 6. The final day of the Summer 2018 semester is Friday, Aug. 9, although it is not unusual for interns to continue to serve into the following week (whatever you arranged before the semester began). The other attached document is a description form for those of you who would like to continue to have Illinois State University communication students take part in your internship program.

It has been an honor to meet many of you, and I appreciate the opportunity to meet more of you (as scheduled over the next two weeks).

While this distinctive program continues to thrive (396 internships for credit in FY 2018-19), there are even bigger things happening on campus. With more than 4,100 entering freshmen expected this fall (a record class) and surpassing goal for the \$150 million "Redbirds Rising" development campaign (we are at \$160 million with 9 months remaining in the campaign), there has never been a better time to be an Illinois State University Redbird.

Your support for our students and our program is vital to the students' education and professional development. Please let us know if there is something we can do for you.

The State of

Gratefully,

## Thomas A. Lamonica

Instructional Assistant Professor/Director of Field Experiences & Internships

School of Communication at Illinois State University

Campus Box 4480

Normal, IL 61790-4480

(office) 309.438.8578

#### **Kaitlin Christakos**

Market Brand Manager Great Plains Media - WIBL, WRPW, WZIM 108 Boeykens Place, Normal, IL 61761

Cell: 309-883-0897 Office: 309-888-4496

kaitlin@gpmbloomington.com









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#### Kaitlin Christakos

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#### **Megan Zimmer**

From:

Megan Zimmer <meganz@gpmbloomington.com> on behalf of Megan Zimmer

Sent:

Wednesday, November 16, 2022 2:27 PM

To:

Jon Hall

Subject:

Fwd: Midterm Evaluations -- SoC at Illinois State Interns

----- Forwarded message -----

From: Kaitlin Christakos < kaitlin@gpmbloomington.com >

Date: Tue, Nov 15, 2022 at 1:00 PM

Subject: Fwd: Midterm Evaluations -- SoC at Illinois State Interns

To: Megan Zimmer < meganz@gpmbloomington.com>

#### Begin forwarded message:

From: "Lamonica, Tom" < talamon@ilstu.edu> Date: October 28, 2021 at 12:08:21 AM CDT

To: Kaitlin Christakos < kaitlin@gpmbloomington.com >

Subject: RE: Midterm Evaluations -- SoC at Illinois State Interns

#### Kaitlin:

I apologize for my delay in responding, but appreciate your concise and thoughtful evaluation of efforts. If she wants to continue into next semester, and that works for you, all she has to do is complete the internship form and send it to me and we can make that happen.

I am happy to recommend future ISU communication students as interns to you.

Gratefully,

-- Tom Lamonica

## Thomas A. Lamonica

Instructional Assistant Professor/Director of Field Experiences & Internships

School of Communication at Illinois State University

Campus Box 4480

Normal, IL 61790-4480

(office) 309.438.8578

From: Kaitlin Christakos < kaitlin@gpmbloomington.com>

Sent: Thursday, October 7, 2021 3:13 PM To: Lamonica, Tom < talamon@ilstu.edu>

Cc: Katreeb, Mary < mckatre@ilstu.edu>; Sullivan, Kaitlyn < knsull2@ilstu.edu>

Subject: Re: Midterm Evaluations -- SoC at Illinois State Interns

[This message came from an external source. If suspicious, report to abuse@ilstu.edu]

Hi Tom,

Attached is the midterm evaluation for Thanks!



On Thu, Sep 30, 2021 at 9:54 AM Lamonica, Tom < talamon@ilstu.edu > wrote:

Greetings:

First, I apologize for the delay in sending these evaluation forms. I am extending the deadline so you have until October 10 to return the Midterm Evaluation form, but, if you need more time, just let me know.

Second, the School of Communication thanks you for the time and talent you are expending in helping interns grow and develop professionally. More than ever, we are realizing that the quality difference in a university education comes from activities beyond a traditional classroom. And we couldn't do this without you.

Let us know what we can do to help you. Thanks for being the professor in the "Classroom of One."

Gratefully,

--Tom

## Thomas A. Lamonica

Instructional Assistant Professor/Director of Field Experiences & Internships

School of Communication at Illinois State University

Campus Box 4480

Normal, IL 61790-4480

(office) 309.438.8578

#### Kaitlin Christakos

Market Brand Manager Great Plains Media - WIBL, WRPW, WZIM 107.7 & 92.1 The Bull, Magic 99.5 and Cities 92.9 108 Boeykens Place, Normal, IL 61761

Cell: 309-883-0897 Office: 309-888-4496

kaitlin@gpmbloomington.com



# Recruitment Initiative Veterans Employment Outreach

Each year, this SEU holds an annual fundraiser for local veterans. Flyers/signs are prominently displayed encouraging veterans to ask about employment. Veterans are then directed to management about current available or upcoming positions within all departments and encourage to schedule employment interviews, email a resume or stop by the stations for paper applications.

(Latest Flyer to follow)

# THANKS FOR COMING TO SEAT FOR SOLDIER 2022

JOIN OUR TEAM

# ATTENTION VETERANS: GREAT PLAINS MEDIA IS HIRING!

If interested in employment opportunities, email resumes@gpmbloomington.com







