

ANNUAL EEO PUBLIC FILE REPORT

Facility ID	Date Report Covers: April 1, 2020 – March 31, 2021	Employer: Forever Media Inc.	Job Search to: careers@forevermediainc.com
72965 15328 64845 49026 15327 56364 56363 64848	Stations, City of License: WFGI-FM, Johnstown, PA WKYE (FM), Johnstown, PA WRKW (FM), Ebensburg, PA WCCL (FM), Central City, PA WNTJ (AM), Johnstown, PA WNTI (AM), Somerset, PA WLKH (FM), Somerset, PA WJHT (FM) Johnstown, PA	Employment Unit Address: 109 Plaza Drive Johnstown, PA Online Public File Location: www.foreverjohnstown.com	Contact Person, Title, email, phone number: Shelly Lovenduski Business Mgr. slovenduski@forevermediainc.com 814-255-4186 x312

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	Referring Source
Account Executive	2/16/21,3/1/21	2	4	1-19, 21-32,34-39	2, 34

Full-Time Recruitment Sources Master List:

Recruitment Source Number	Recruitment Source Name, Address, Phone, Contact, email, URL	Source Requested Notification	Referrals from this source
1	Forever Media Website Bethany Hildebrand 109 Plaza Drive, Johnstown, PA 15905 814-255-4186 ForeverAltoona.com	No	0
2	Forever Media ON-AIR Radio Stations WFGI-FM/WKYE(FM)/WCCL/WRKW-FM/WJHT(FM)/WNTJ(AM)/WNTI(AM) 109 Plaza Drive, Johnstown, PA 15905 814-255-4186 careers@forevermediainc.com	No	3
3	Walk-Ins, Employee Referrals, Other Bethany Hildebrand, General Sales Manager 109 Plaza Drive, Johnstown, PA 15905 814-255-4186 careers@forevermediainc.com	No	0
4	Internal Posting – Johnstown 109 Plaza Drive, Johnstown, PA 15905 Shelly Lovenduski 814-255-4186 Slovenduski @forevermediainc.com	No	0
5	Internal Posting – Brownsville 123 Blaine Road, Brownsville, PA 15417 Joyce Nicholson 724-938-2000 jnicholson@forevermediainc.com	No	0
6	Internal Job Posting – Cumberland 350 Byrd Avenue, Cumberland, MD 21502 Jeanie McLaughlin 301-722-6666 jmclaughlin@forevermediainc.com	No	0
7	Internal Job Posting – Altoona One Forever Drive, Hollidaysburg, PA 16648 Jody Downing 814-941-9800 jdowningi@forevermediainc.com	No	0
8	Internal Job Posting – State College 2551 Park Center Blvd, State College, PA 16801 Andy Kreiser 814-237-9800 akreiser@forevermediainc.com	No	0
9	Internal Job Posting – Meadville/Franklin 900 Water Street, Meadville, PA 16335 Jill Hamilton 814-724-1111 jhamilton@forevermediainc.com	No	0
10	Internal Job Posting – Sharon/New Castle 87 Stambaugh Avenue, Suite 3, Sharon, PA 16146 Jill Hamilton 724-308-7208 jhamilton@forevermediainc.com	No	0
11	Internal Job Posting – Pittsburgh 2 Robinson Plaza, Suite 410, Pittsburgh, PA 15205 Dottie McCartney 412-275-3393 dmmccartney@forevermediainc.com	No	0

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12	Internal Job Posting – York/Hanover 275 Radio Road, Hanover, PA 17331 Tammy Signor 717-637-3831 tsignor@forevermediainc.com	No	0
13	Internal Job Posting – Easton 306 Port Street, Easton, MD 21601 Lynn Moore 410-822-3301 lmoore@forevermediainc.com	No	0
14	Internal Job Posting – Delmarva 227 Shipley Road, Wilmington, DE 19801 Bobbie Jo Clifford 302-478-2700 bclifford@forevermediainc.com	No	0
15	Internal Job Posting – Havre De Grace 707 Revolution Street, Havre De Grace, MD 21078 Nick Brino 866-664-1037 nbrino@forevermediainc.com	No	0
16	Internal Job Posting – Milford 1666 Blairs Pond Rd, Milford, DE 19963 410-822-3301 Sandra Gay sgay@forevermediainc.com	No	0
17	Internal Job Posting – Lebanon, PA 440 Rebecca Street, Lebanon, PA 17046 717-272-7651 bsmith@forevermediainc.com	No	0
18	African American Heritage Project 3000 Ivyside Drive, Altoona, PA 16602 Harriet Gaston 814-949-5281 Hlg5@psu.edu	No	0
19	Blair County Community Action Agency 1420 4 th Street, Altoona, PA 16601 April Hileman 814-946-3651 april.hileman@blaircap.org	No	0
20	PAID (Hiram G. Andrews Center) Bob Grassi 727 Goucher Street Johnstown, PA 15905 rgrassi@pa.gov	No	0
21	GACTC - New Choices-New Options, Altoona 1500 4 th Avenue, Altoona, PA 16602 Kim Ciccarella 814-946-8562 kim.ciccarella@gactc.edu	No	0
22	Goodwill Industries Harry Weigel 540 Central Ave Johnstown, PA 15902 814 536-3536	No	0
23	Cambria County Domestic Relations, Ebensburg Erin Au 499 Manor Drive Ebensburg, Pa 15931	No	0
24	Juniata College 1700 Moore Street, Huntingdon, PA 16652 Tammy Stuber 814-641-3350 stuber@juniata.edu	No	0
25	PA Career Link Job Gateway 445 School House Road	No	0

	Johnstown, PA 15904 814 533-2493 deoleary@state.pa.us		
26	PA Highlands Community College Cara Moyer 101 Community Way Johnstown, PA 15904 814 262-6400 cmoyer@pennhighlands.edu	No	0
27	Veterans Community Initiatives Amber Wilson 727 Goucher Street Johnstown, PA 15905 814 255-0355 wilsona@atlanticbb.net	No	0
28	St. Francis University 117 Evergreen Drive, PO Box 600, Loretto, PA 15940 Rebecca Cacciatti rcacciatti@francis.edu	No	0
29	South Hills School of Business 508 58 th Street, Altoona, PA 16602 Lora Beamenderfer 814-944-6134 lbeamenderfer@southhills.edu	No	0
30	PA Highland Community College Blair Center, Logan Valley Mall 5580 Goods Lane, Altoona, PA 16602 814-201-2700 careerservices@pennhighlands.edu	No	0
31	Vocational Rehabilitation & Employment Ken Wise 814-650-1416 kwise@pa.gov	No	0
32	PA Association of Broadcasters 2018 North 3 rd Street, Suite 105, Harrisburg, PA 17101 Gail Ponti 717-482-4820 gponti@pab.org	No	0
33	American Women in Radio & TV 8405 Greensboro Drive, Suite 800, McLean, VA 22102 703-506-3290 <i>(Address was updated 3/1/19-Last posting was returned to sender)</i>	No	0
34	Indeed 177 Broad Street, 6 th Floor, Stamford, CT 06901 888-746-9333 Customer Support www.indeed.com	No	1
35	College of Communication-PSU 208D Carnegie Building, University Park, PA 16802 Robert P Martin 814-863-4674 Rpm163@psu.edu	No	0
36	Business & Professional Women of PA Marilyn Tallant, PA President 724-523-2505 tallantmj@aol.com	No	0
37	Allegheny College of Maryland, Bedford Campus 18 North River Lane, Everett, PA 15537 Maryann Clark 814-652-9528 mclark@allegany.edu	No	0
38	GFWC Hollidaysburg Area Women's Club PO Box 662, Hollidaysburg, PA 16648 Megan James	No	0

	gfwchawc@gmail.com		
39	NAACP, Blair County 2100 6 th Avenue, Altoona, PA 16602 Donald Witherspoon 814-942-1126 dew2312@yahoo.com	No	0
40	Allaccess.com (programming only)	No	0
41	Radioonline.com (programming only)	No	0
		Total	4

Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
1	04/15/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Shippensburg University's Career, Mentoring and Professional Development Center offered the Career CUB Take Over 2020 Spring Career & Internship Fair. This virtual fair was held on April 15, 2020 from 10:30 a.m. to 2 p.m. through the Ship Career Connection Symplicity link.	Courtney Paul-Wessner, Jill Hamilton, Judy Vavrek, Andy Kreiser, David Pavlic, Bethany Hildebrand, Mark Schollenberger, Don Dalesio, Michael Vennare, Tammy Signor who represented all Forever Media Stations.
2	05/21/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Shippensburg University's Career, Mentoring and Professional Development Center held the Raider Graduate Virtual Job Fair on May 21, 2020, 2020 from 3 p.m. to 5 p.m. through the Ship Career Connection Symplicity link.	Diane Fetty, CHRD represented all of the Forever Media stations
3	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
4	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
5	11/18/20	#1 Conventions, Job Fairs, Career Days, Career Fairs	Career Link and Fayette Chamber Virtual Career Expo. 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
6	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
7	2/17/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Robert Morris University 2021 Spring Career and Student Engagement Fair- Meet and network with RMU students and Alumni.	Diane Fetty, CHRD represented all of the Forever Media stations

8	2/19/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	<u>22nd ANNUAL JOB EXPO/THE PENNSYLVANIA STATE UNIVERSITY- THE COLLEGE OF COMMUNICATIONS</u> Participation in the 2021 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. By participating in the 2020 Virtual JobExpo Comm, we had access to over 5,000 students from Penn State. Penn State University changed its job fair to a virtual event in light of the Covid-19 situation in the country at this time.	Diane Fetty, CHRD represented all of the Forever Media stations
9	2/24/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Maryland and Pennsylvania Liberal Arts Career Fair -Institutions include Gettysburg College, Goucher College, Hood College, McDaniel College, Mount St. Mary's University, Muhlenberg College, Notre Dame of Maryland University, St. John's College, Ursinus College, and Washington College. Employers had an opportunity to meet and talk with 19,300+ students from 10 liberal arts institutions!	Diane Fetty, CHRD represented all of the Forever Media stations
10	2/25/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	The University of Maryland Eastern Shore Career and Professional Development Center - Spring 2021 Virtual Career Fair. Employers had the advantage of this unique opportunity to meet virtually with motivated and talented individuals. Many students are seeking employment opportunities and internships.	Diane Fetty, CHRD represented all of the Forever Media stations
11	2/26/21	#1 Conventions, Job Fairs, Career Days, Career Fairs	Juniata College Career Day 2021 Participation in the 2021 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.	Diane Fetty, CHRD represented all of the Forever Media stations
12	05/20/20 and ongoing	#2 Host Job Fair	Beginning 2/26/21 through 3/5/21 Forever Media, Inc. Johnstown hosted an Online Job Fair. Upon Visiting foreverjohnstown.com, each visitor was invited to view career opportunities within our market as well as clients who are also looking to recruit.	Diane Fetty, CHRD

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 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., Dave Davies, Market Manager, Mike Sherry, VP of Sales
18	2/22/21 and 2/23/21	#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	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
21	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
22	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 copywriters to share ideas.	Program Directors and copywriters
23	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
24	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
25	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	All Employees

			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.	
26	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
27	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
28	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.	GM, GSM, Sales Staff
29	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
30	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Marketron. Marketron 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

31	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
32	Upon request	#16 Radio Station Tours	We routinely give group tours of our facility, 109 Plaza Drive, Johnstown, PA 15905 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, Inc., 109 Plaza Drive, Johnstown, PA 15905. Attention: Operation Manager or call 814-255-4186.	