

May 2, 2022

UPLOADED TO ONLINE PUBLIC FILES

EEO Staff
Investigations & Hearings Division
Enforcement Bureau
Federal Communications Commission
45 L Street NE
Washington, DC 20554

Dear EEO Staff:

This letter responds to an EEO Audit Letter, dated March 21, 2022, from the FCC's Enforcement Bureau to Washington DC FCC License Sub, LLC ("Licensee"), the licensee of WFED(AM), Washington, DC (FIN 74120) ("WFED(AM)"). The following response is submitted on behalf of the employment unit consisting of WFED(AM) as well as WTOP-FM, Washington, DC (FIN 11845), WTLP(FM), Braddock Heights, MD (FIN 47105), WWFD(AM), Frederick, MD (FIN 47104), WBQH(AM), Silver Spring, MD (FIN 8673), and WWWT-FM, Manassas, VA (FIN 21636) (collectively, the "Unit" or Stations"), all of which are also licensed to Licensee. Please note that the responses set forth below are associated with the specific questions raised in the EEO Audit Letter.

2.(b) Audit Data Requested

(i) Copies of the Unit's two most recent EEO Public File Reports, described in section 73.2080(c)(6).

Copies of the Unit's two most recent EEO public file reports for the period covering June 1, 2019 to May 31, 2020 and June 1, 2020 to May 31, 2021 (together, the "Audit Period") are attached here to as Exhibit 1 and Exhibit 2, respectively.

(ii) For each station in the Unit that maintains a website, the website address. If the Unit's most recent EEO Public File Report is not posted on each website as required by section 73.2080(c)(6), identify that website and explain why the report is not so posted. If the Unit does not maintain a website, but its corporate site contains a link to a site pertaining to the Unit, identify the corporate website address where the Unit's most recent EEO Public File Report is linked pursuant to section 73.2080(c)(6).

The web addresses for the stations in the Unit are provided below:

WTOP-FM, WTLP(FM), WWWT-FM, and WWFD(AM) – www.wtop.com
WFED(AM) – www.federalnewsradio.com
WBQH(AM) - <http://lameramera1050.com>¹

The current EEO public file report is posted on the above referenced websites.

(iii) For each of the Unit's full-time positions filled during the period covered by the EEO Public File Reports noted above, or since acquisition of the Unit (if during that period), the date of hire as required by section 73.2080(c)(5)(vi) as well as dated copies of all advertisements, bulletins, letters, faxes, e-mails or other communications announcing the position, as described in section 73.2080(c)(5)(iii). However, to reduce the burden of responding to this audit, if a job notice was sent to multiple sources, the Unit may include in its response: (1) documentation showing one such notice was sent, (2) a list of the additional sources to which the notice was distributed, and (3) a statement confirming notices to all additional sources used to announce the vacancy were retained, as required by section 73.2080(c)(5)(iii). Include, however, copies of all job announcements sent to any organization (identified separately from other recruitment sources) that has notified the Unit that it wants to be notified of the Unit's job openings, as described in section 73.2080(c)(1)(ii).

The date of each full-time hire during the Audit Period is provided in the Unit's EEO public file reports for the Audit Period (see [Exhibit 1](#) and [Exhibit 2](#)).

Attached as Exhibit 3 are copies of the notices used by the Unit to announce the vacancies for the full-time positions filled at the Station during the Audit Period. These notices were sent to the list of recruitment sources listed in the EEO public file reports for the Audit Period. The recruitment sources that have requested to be notified of full-time job openings are noted in the EEO public file reports for the Audit Period. The Unit utilizes an internal recruitment management system, which records the date and time that the notices were sent by email to the recruitment sources for every full-time vacancy. The Unit, however, does not printout each such email.

(iv) As required by section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all the Unit's full-time vacancies filled during the period covered by the above-noted EEO Public File Reports.

¹ The lameramera1050.com site is maintained by United Media Group LLC, the broker of WBQH(AM) pursuant to a local marketing agreement with the Licensee. The Unit's most recent EEO public file report is posted on lameramera1050.com.

The total number of interviewees for each vacancy and the referral sources for the interviewees for the Audit Period are provided in Exhibit 4.

(v) Dated documentation of the Unit's recruitment initiatives described in section 73.2080(c)(2) during the period covered by the above-noted EEO Public File Reports, such as participation in job fairs, events with educational institutions, and mentoring or training programs for staff. Specify the Unit personnel involved in each recruitment initiative. In addition, provide the Unit's total number of full-time employees and state whether the population of the market in which any of the Unit's stations operates is 250,000 or more. Based upon these two factors and as required by sections 73.2080(c)(2) and (e)(3) of the Commission's rules, state whether the Unit is required to perform two or four points worth of initiative activities within a two-year period (measured from the date the stations in the Unit file their renewal applications and the second, fourth, sixth and eighth anniversaries of that date). If the Unit performed more than the required number of initiative activities, it may provide documentation for only the required amount in its response, i.e., two or four points worth. If any documentation provided appears inadequate, e.g., it is not dated or does not clearly prove the Unit's participation, the Commission may ask for additional verification.

The Unit currently has a total of 123 full-time employees. The population of the market in which the Unit operates is greater than 250,000.² As such, the Unit is required to perform four initiatives within a two-year period pursuant to 47 C.F. R. §§ 73.2080(c)(2) and (e)(3).

As described in the EEO public file reports, the Unit engaged in a number of recruitment initiatives during the Audit Period including providing a NextGen Leadership Program, the establishment of a summer internship program for college students³, and participating in a number of job fairs and speaking engagements to educate the community and students about careers in broadcasting (see Exhibit 5 for documentation).

In addition to the recruitment initiatives described in the EEO public file reports, the Unit also launched a diversity, equity and inclusion initiative ("DEI Initiative") in December 2020 partnering with Kindall Evolve (a culture transformation, leadership coaching & diversity equity and inclusion consulting firm) as well as with Worthy Consulting & Training, LLC ("WC&T") (a consulting firm providing interactive training programs and workshops on diversity, leadership, social justice, and community and organizational development). Kindall Evolve consulted with the Unit to develop a plan to improve the Unit's culture, employee engagement, diversity, equity and inclusion, managing change,

² The Stations are located in the Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan Statistical Area with an estimated 2021 population of 6,385,714 people according to the U.S. Census.

³ The summer internship program was established during the Audit Period but it is noted that the first group of three interns commenced their internships on June 1, 2021.

building high performance teams, and improving performance to achieve strategic goals. WC&T conducted a series of 17 training sessions to equip and empower the Unit's leaders and employees to reimagine and build a vibrant and successful workplace community whereby all feel safe, valued, respected, and empowered. The DEI Initiative is ongoing at the Unit.

(vi) Any pending or resolved complaints involving the Unit filed during the Unit's current license term(s) before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that the Unit must report all complaints, regardless of their status or disposition.

There have been no complaints alleging unlawful discrimination in the employment practices of the Unit during the current license term.

(vii) In accordance with section 73.2080(b), during the Unit's current license term(s) (or since acquisition of the Unit (if during that period)), a description of the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and how the Unit has informed employees and job applicants of its EEO policies and program.

As an initial matter, the Unit provides equal employment opportunities to all qualified individuals without regard to race, color, religion, national origin, marital status, sex, age, or disability in all personnel actions, including recruitment, evaluation, selection, compensation, training, promotion, and termination. The Unit complies with applicable federal, state, and local laws concerning employment matters.

The Licensee's "Appropriate Workplace Behavior Policy" and "Equal Employment Opportunity Policy" specifically state that the company is committed to non-discrimination and will not tolerate any form of discrimination in the workplace. Periodically, the Unit redistributes these policies to all employees and requires them to acknowledge them, most recently in February of 2022.

For each full-time vacancy, the Unit's Director of Human Resources meets with the hiring manager to review posting requirements. Licensee's Corporate Human Resources Department also serves as a resource for Unit management and employees on equal employment opportunity matters. The Senior Vice President Market Manager for the

Unit oversees all employees of the Unit and, together with the Unit's Director of Human Resources, is responsible for implementation of the Unit's EEO policies. All questions regarding EEO are directed to the Director of Human Resources for review, clarification, and/or escalation to management. The Unit's Senior Vice President Market Manager and the Director of Human Resources, as well as department managers on an as-needed basis, are involved in all aspects of hiring, terminating, and any disciplinary actions needed to ensure EEO compliance. These managers are expected to ensure that equal employment opportunity is afforded to all applicants for positions with the Stations, and to all employees. Should a concern or complaint regarding EEO arise, managers are expected to address the complaint, notify the human resources department of such complaint, and be part of the resolution.

The Unit informs employees and job applicants of its EEO policies and program in various ways. The Unit's EEO policies and program is provided to all new hires and the EEO policy is posted on the parent company intranet site. The Unit also provides EEO training to managers periodically (most recently in June 2021 for the Unit). In addition, each job notice informs potential applicants that the Unit is an equal employment opportunity employer and the Unit's EEO policy is included in the Unit's application for employment and posted on station websites.

(viii) In accordance with section 73.2080(c)(3), during the Unit's current license term(s) (or since acquisition of the Unit (if during that period)), a description of the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

Along with the Licensee's Corporate Human Resources Department, the Unit reviews its EEO policies and program for compliance and effectiveness by conducting an annual internal audit. The Unit encourages management to identify organizations to add to the Unit's list of recruitment sources. The Unit also proactively contacts its recruitment sources annually to keep contact information updated and to confirm that they wish to continue receiving notices of full-time vacancies. In addition, the Unit airs announcements on the Stations inviting interested organizations to contact the Stations if they would like to be notified of future job openings.

(ix) As required by section 73.2080(c)(4), during the Unit's current license term(s) (or since acquisition of the Unit (if during that period)), a description of the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.

The Unit along with Licensee's Corporate Human Resources Department undertakes every effort to ensure that the Unit's pay, benefits, seniority practices, promotions, and selection techniques and tests provide equal employment opportunities. The Unit's employees are reviewed annually by the management. With respect to matters related to pay, the Unit endeavors to ensure that the compensation for each position is comparable to other employees with similar job descriptions and to other similar jobs in the local marketplace. With regard to benefits, all non-Union full-time employees are entitled to the same benefit package. Union employees are offered the benefits required by the Union agreement.

With respect to promotions, the Unit encourages employees to apply for available positions within the company. When there is an opportunity to promote from within, the Unit looks at the employee's qualifications, seniority, experience, attitude, leadership skills and overall approach to their work.

The Unit has a union agreement with SAG-AFTRA and its Washington-Baltimore Local regarding the employment or engagement of "Artists" for radio broadcast programming originated on WTOP and WFED. The union agreement contains provisions on equal employment opportunities, including a provision that both parties will not discriminate against any Artist or prospective Artist because of race, sex, creed, color, religion or national origin, and SAG-AFTRA agrees to cooperate with the Unit to achieve effective implementation of the Unit's efforts to provide employment opportunities for members of minority groups and women. The Unit fully complies with these equal employment opportunity obligations.

(x) If your entity is a religious broadcaster and any of the Unit's full-time employees are subject to a religious qualification as described in section 73.2080(a) of the rules, the Unit should indicate that status in its response and provide data as applicable to its EEO program. For example, for those full-time hires subject to a religious qualification, you must provide only a record of the hire listed by job title and date filled, the recruitment sources used for the opening, and the source that referred the person hired. No other records are required for those hires. If five or more full-time positions are not subject to a religious qualification, the licensee must maintain and provide all records for such hires and complete the initiatives required under section 73.2080(c)(2). Otherwise, a religious broadcaster is not required to perform these initiatives.

The Unit is not a religious broadcaster.

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3. Time Brokerage.

The Licensee has a local marketing agreement with United Media Group LLC (“Broker”) for WBQH(AM), Silver Spring, Maryland (FIN 8673). The Licensee provided a copy of the FCC’s EEO Audit Letter to the Broker. The Unit does not broker any broadcast stations.

I certify that the contents of this audit response are complete and accurate to the best of my knowledge.

Should there be any questions, please contact the undersigned or our counsel, Patricia Chuh, at pchuh@wbklaw.com.

Sincerely,



Joel Oxley
Senior Vice President and Market Manager
Washington DC FCC License Sub, LLC
joxley@wtop.com

Attachments