

ANNUAL EEO PUBLIC FILE REPORT

WHAG

June 1, 2016 through May 31, 2017

The purpose of the EEO Public File Report ("Report") is to comply with Section 73.2080(c)(6) of the FCC's EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station(s):

WHAG

The information contained in this Report covers the time period beginning June 1, 2016 to and including May 31, 2017 (the "Applicable Period"). The FCC's EEO Rule Requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Stations comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment sources(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hire for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC rules.

Appendices 1, 2 and 3 which follow have been designed, in the aggregate, to provide the required information. Please note that the alphabet letters listed on Appendix 1 under the column entitled "Recruitment Sources Utilized" refer to the Recruitment Sources listed on Appendix 2.

For purposes of this Report, a vacancy was deemed "filled" when the hire began work. A person was deemed "interviewed" whether he or she was interviewed in person, over the phone or by e-mail.

Appendix 1 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WHAG

Section 1: Vacancy Information

	Full-Time Positions Filled by Job Title	Date Filled	Recruitment Source of Hire	Number of Applicants Interviewed	Recruitment Sources Utilized
1	Digital Sales Manager	8/1/2016	Career Builder	7	A, B, C, E, H, J, L, N-II, LL, MM, OO, PP, QQ
2	Graphic Designer	12/13/2016	Nexstar.TV	7	A, D, E, H, J-II, LL
3	Supervising Director	11/28/2016	Nexstar.TV	2	C, H, J-II, LL
4	Sales Assistant	3/28/17	Referral	7	A, C, D, H, J-MM
5	Sales Assistant	3/31/17	Indeed	7	A, C, D, H, J-MM
6	eMedia Account Executive	8/15/16	Career Builder	5	A, B, C, F, H, J, J-II, LL, MM, OO, RR
7	eMedia Account Executive	9/6/16	Winchester Star	4	
8	eMedia Account Executive	12/5/16	Zip Recruiter	3	B, C, F, H, J, J-II, JJ, LL, OO, SS
9	Producer	6/6/16	Employee Referral	4	E, H, J-II, TT
10	Producer	8/1/16	Employee Referral	2	E, H, J-II, TT
11	Producer	8/1/16	TVJobs.com	3	E, H, J-II, TT
12	Reporter	5/30/16	Employee Referral	5	C, D, E, H, J-II, TT
13	Reporter	6/6/16	TVJob.com	4	C, D, E, H, J-II, TT

	Full-Time Positions Filled by Job Title	Date Filled	Recruitment Source of Hire	Number of Applicants Interviewed	Recruitment Sources Utilized
14	Reporter	7/4/16	Employee Referral	4	C,D,E,H,J-II, TT
15	Reporter	6/13/16	Employee Referral	3	C.D.E.H.J-II, TT
16	Reporter	8/17/16	Nexstar Booth@NAJH Conv.	3	C, E, H,J-II, LL, TT, UU
17	Reporter	7/20/16	Nexstar Outreach @ Syracuse U.	3	C, E,G,H-II, LL, TT, UU, VV
18	Local Sales Manager	11/1/16	Spots N Dots	3	C,E,D,H,J-II, NN, OO, PP
19	Account Executive	9/1/16	Winchester Star	3	C,F,H, J-II, JJ, NN, OO, XX, YY
20	Reporter	10/3/16	Employee Referral	3	C,E, H, J-II, LL TT
21	Reporter	11/7/16	Employee Referral	1	C,E, H,J-II, LL, TT
22	Reporter	10/24/16	RTNDA Conv.	2	C,E,H,J-II, LL, TT
23	Reporter	9/26/16	Nexstar.tv	3	C,E, H, J-II, LL, TT
24	Reporter	8/25/16	NAHJ Conv	3	C, E,H, J-II, TT
25	Web Producer	6/1/16	Univ. of MD	2	C, E, H. TT, J-II. YY
26	Web Producer	9/19/16	Employee Referral	2	C, E, H, TT, J-II, YY
27	Meteorologist	11/15/16	Nexstar.tv	4	C,E,H. J-II, YY
28	Meteorologist	12/5/16	TV Jobs.com	3	C,E,H, J-II, YY

	Full-Time Positions Filled by Job Title	Date Filled	Recruitment Source of Hire	Number of Applicants Interviewed	Recruitment Sources Utilized
29	Account Executive	10/31/16	Indeed.com	3	A,C,D,F,H,I,J-II,JJ-OO, SS, WW,XX-,BBB
30	Account Executive	12/2/16	Indeed.com	3	A,C,D,F,H,I,J-II,JJ-OO,SS,WW,XX-,ZZ
31	Account Executive	12/15/16	Indeed.com	3	A,C,D,F,H,I,J-II,JJ-OO,SS,YY,ZZ
32	Account Executive	12/21/16	Indeed.com	3	A,C,D,F,H,I, J-II,JJ-OO, SS, WW,XX,ZZ
33	Account Executive	1/23/17	Indeed.com	3	A,C,D,F,H,I,J-II-JJ-OO,SS,WW,XX,ZZ
34	Account Executive	9/1/16	Martinsburg Journal	1	A,C,D,F,H,I,J-II, JJ-OO, SS,WW.XX,ZZ
35	Producer	11/7/16	Employee Referral	2	C,D,E,H, J-II, YY
36	Reporter	11/28/16	Employee Referral	1	C, E, H, J-II, TT
37	Sports Reporter	6/27/16	TvJobs.com	3	C, E, H. J-II, YY
38	Reporter	1/27/17	TVJobs.com	3	C,E,H, J-II
39	Reporter	1/30/17	Employee Referral	4	C,E,H,J-II
40	Reporter	3/6/17	Nexstar.tv	5	C,E,H,J-II
41	Reporter	4/17/17	TVJobs.com	4	C,E,H,J-II
42	Reporter	4/17/17	Employee Referral	5	C,E,H,J-II
43	Account Executive	4/24/17	Indeed.com	3	A,B,C,F,H,I,J-II,JJ,KK, LL, MM, NN, OO, SS, WW, XX, ZZ

	Full-Time Positions Filled by Job Title	Date Filled	Recruitment Source of Hire	Number of Applicants Interviewed	Recruitment Sources Utilized
44	Account Executive	5/15/17	Indeed.com	3	A,B,C,F,H,I,J- II,JJ,KK,LL,MM,NN,OO,SS,WW,XX,ZZ
45	Account Executive	5/15/17	Indeed.com	4	A.B.C.F.H.I.J-II, JJ,KK,LL,MM,NN,OO,SS,WW,XX,ZZ
46	Reporter	5/17/17	Nexstar.tv	1	C, E, H. J-JJ, LL
47	Reporter	5/10/17	TVJobs.com	2	C,E,H,J-JJ, LL
48	eMedia Sales Executive	5/25/17	Indeed.com	3	C,H, J-LL, MM

Total Number of Persons Interviewed During Applicable Period: 161

Appendix 2 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WHAG

Section 2: Recruitment Source Information

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
A	Herald Mail	Jackie	jackiec@heraldmail.com	None	N	2
B	Frederick News Post	K. Allen	kallen@newspost.com	301-662-1883	N	2
C	Your4State.com	Adam Lane	alane@whag.com	301-797-4400	N	3
D	Employee Referral	None	None	301-797-4400	N	40
E	TVjobs.com	None	www.tv.jobs.com	800-374-0119	N	26
F	Winchester Star	Pat Shane	pshane@winchester.star.com	None	N	3
G	Internal Transfer/Promotion	None	13 E. Washington Street, Hagerstown, MD 21740	301-797-4400	N	3
H	Nexstar.tv	Deltek	Deltek	972-373-8800	N	17
I	TV ad on WH AG	Greg Suchanek	13 E. Washington Street Hagerstown, MD 21740	301-797-4400	N	0
J	Kaplan University	Human Resources	scianelli@kaplan.edu	800-422-2670	N	0
K	Shepherd University	Human Resources	hrwebb@Wshepherd.edu	304-876-5001	N	0
L	Hagerstown Community College	Human Resources	balease@hagerstownncc.edu	301-791-2800	N	0

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
M	Craigslist	None	Craigslist.com	N/A	N	0
N	University of Maryland	Human Resources	danderson@umd.edu	N/A	N	2
O	University of West Virginia	Human Resources	Classcomp-hr@mail.wvu.edu	N/A	N	0
P	Pennsylvania State University	Human Resources	Ohr.psu.edu.hrda	N/A	N	0
Q	University of Virginia	Human Resources	Uvajobs@virginia.edu	N/A	N	0
R	Shippensburg University	Human Resources	hr@ship.edu	N/A	N	0
S	Shenandoah University	Human Resources	Mlandes@su.edu	N/A	N	0
T	Frostburg University	Human Resources	Clife/career@frostburg.edu	N/A	N	0
U	Mt. St. Mary's University	Human Resources	brmiller@msmary.edu	N/A	N	0
V	Howard University	Human Resources	hr@howard.edu	N/A	N	0
W	University of Pittsburgh	Human Resources	Mrs100@pitt.edu	N/A	N	0
X	Duquesne University	Human Resources	Hr.office@duq.edu	N/A	N	0
Y	Carnegie Mellon University	Human Resources	hrhelp@andrew.cmu.edu	N/A	N	0
Z	LaRoche College	Human Resources	hr@laroche.edu	N/A	N	0
AA	Chatham University	Human Resources	hr@chatham.edu	N/A	N	0
BB	Eastern University	Human Resources	jobs@eastern.edu	N/A	N	0
CC	Harrisburg University	Human Resources	hr@harrisburg.edu	N/A	N	0
DD	Central Penn College	Human Resources	stevehassinger@centralpenn.edu	N/A	N	0

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
EE	York College	Human Resources	employment@ycp.edu	N/A	N	0
FF	Franklin & Marshall	Human Resources	famd.edu/humanresources	N/A	N	0
GG	Bloomberg University	Human Resources	kwood@bloomberg.edu	N/A	N	0
HH	Millersville University	Human Resources	humanresources@millersville.edu	N/A	N	0
II	Mansfield University	Human Resources	bsmorgan@mansfield.edu	N/A	N	0
JJ	The Journal	Human Resources	rmiller@journal-news.net	N/A	N	1
KK	CASA	N/A	Casa35@myactv.net	N/A	N	0
LL	MD & WVA Unemployment Offices	N/A	Various	N/A	N	0
MM	Indeed.com	N/A	Indeed.com	N/A	N	31
NN	LinkedIn	N/A	LinkedIn.com	N/A	N	6
OO	Career Builder	N/A	Careerbuilder.com	N/A	N	6
PP	SpotsnDots	N/A	Spotsndots.com	N/A	N	2
QQ	Media Recruiter	N/A	art@medicrecruiter.com	N/A	N	0
RR	Facebook	N/A	Facebook.com	N/A	N	4
SS	Zip Recruiter	N/A	Ziprecruiter.com	N/A	N	4
TT	RTNDA Convention	N/A	rtnda.org	N/A	N	3
UU	Nexstar booth at NAHN Conv.	N/A	NAHJ Convention	N/A	N	5
VV	Nexstar Outreach at Syracuse University	N/A	Booth/Jerry Walsh	N/A	N	1

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
WW	Cumberland Times	N/A	Timesnews.com	N/A	N	0
XX	Washington Post	N/A	Washingtonpost.com	N/A	N	0
YY	Media Line	N/A	Medialine.com	N/A	N	0
ZZ	DCTTV	N/A	Drttv.com	N/A	N	0

Total number of persons who applied through above sources: 161

Appendix 3 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WHAG

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by (WHAG)

	Recruitment Initiative	Description
1	The establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment	<p>A student from Virginia Tech interned in our News Department during the summer (June 1 to September 1 of 2016).</p> <p>A student from Shepherd College interned in our News Department during the summer (June 1 to August 2 of 2016.)</p> <p>A student from Frostburg State University interned in our News Department during the summer (May 16 to August 16, 2016).</p> <p>A student from the Phillip Merrill College of Journalism, University of Maryland interned in our News Department during summer (June 1 to September 1, 2016).</p> <p>A student from Messiah College interned in our News Department during summer (June 1 to August 1, 2016).</p> <p>A student from Furman University interned in our News Department during summer (June 2 to August 9, 2016.)</p> <p>A student from Shepherd University interned in our Production Department during summer (June 14 to August 18, 2006).</p> <p>A student from Shepherd University interned in our News Department during summer (June 1 to August 2, 2016).</p> <p>A student from University of Maryland College Park interned in our News Department during summer (June 9 to August 1, 2016).</p> <p>A student from Towson University interned in our Production Department during summer (July 11 to August 31, 2016)</p> <p>A student from Chambersburg Area Sr. HS interned in our Production Department during August 2016 thru May 2017. A student from the University of Maryland interned in our</p>

	Recruitment Initiative	Description
		News Department during the fall (September 1, 2016 to January 30, 2017). A student from Frederick Community College interned in our news department during the fall and spring of 2016 and 2017. A student from Hood College interned in our News Department in the Spring 2017. A student from Susquehanna University interned in the Spring and Summer 2017. A student from Shepherd University interned in the Summer 2017. A student from George Mason University interned in the Spring and Summer of 2017.
2	Providing training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	The Station provides Managers training as to methods to ensure equal employment opportunities through the Human Capital Metrix training program.
3	Participation in activities that the licensee has designed to further the goal of disseminating information about employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities	WHAG sends all of WHAG job openings to the CASA office (an organization for abused women and children), as well as several local unemployment offices throughout our coverage area.
4	Participation in job fairs by station personnel who have substantial responsibility for hiring decisions	<p>The Station disseminated information regarding employment opportunities on March 9, 2017 at a Career Fair at the Blue Heron Events Center, Greencastle, PA. The Station's Promotion Director and a News Reporter attended the event. They educated about 200 people about available careers at WHAG.</p> <p>The Station participated in the Home Builders Association of Washington County Home Show on March 25 and 26, 2017. Information was distributed and recruited for the following jobs: (news reporter, news producer, account executive, and production assistants). Leaders from the Station's Sales, Promotions and News departments attended</p>

	Recruitment Initiative	Description
		<p>the event.</p> <p>The Station participated in the Frederick County Home Builders Association Home Show on March 18 and 19, 2017. Information was distributed and recruited for the following jobs: news reporter, news producer, account executive, and production assistants. Leaders from the Station's Sales and Promotion departments attended this event.</p> <p>On Friday, April 1, 2017 the Station's Executive Producer/Anchor went to a Virginia Tech "Job Fair" to recruit Virginia Tech students for the following jobs: digital sales manager, news reporter, news producer, account executive, and production assistants. He met with seven students. Two were interested in production assistant, four were interested in news positions, and one was interested in a news internship. The Station's representative brought back their resumes and distributed to the different department heads.</p> <p>On Friday, April 9, 2017 the Station's Executive Producer/Anchor and General Manager went to the University of Maryland "job fair" to recruit University of Maryland students for the following jobs: news reporter, news producer, and account executive. They met with 11 students. Nine students were interested in jobs in the news department. 1 student was interested the account executive job. Resumes were brought back to the station and distributed to department heads.</p>
5	The establishment of training programs to allow station personnel to acquire skills that could qualify them for higher level positions	<p>The WHAG Production Department maintains two full time positions that are geared towards training and upward mobility within the company. 1) AM Graphics/Xpression Operator/Director in Training 2) PM Graphics/Xpression Operator/ Director in Training. Both of these positions oversee and operate the necessary graphic creations and operations, required for our live News Broadcasts. In addition, employees are trained to become full time live Newscast Production Directors, which is the next step in the Production Department's progression for promotions.</p>

	Recruitment Initiative	Description
6	Providing training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	On March 6, 2017 WHAG General Manager, and WHAG HR Contact met to review our Annual Self-Assessment and to discuss our local EEO procedures.
7	Providing training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	On March 6, 2017, department heads participated in an FCC EEO primer conducted by our corporate Associate Council & HR Director to heighten our understanding of the rules and to improve our performance as reporting entities. Department heads attending were Assistant News Director, Production Manager, Promotions Manager, Local Sales Manager; General Manager, News Director and WHAG's HR Contact.