

## **Annual EEO Public File Report**

1. **Station Employment Unit:** **KKDA-FM/KRNB-FM**

(Station or group of commonly owned stations in the same market that share at least one employee)

2. **Annual Reporting Period:** **April 1, 2017 – March 31, 2018**

3. Chart for **each full-time** job vacancy that was **filled during** relevant Annual Reporting Period:

<b>Job Title</b>	<b>Date of Hire</b>	<b>Hired Person Referred By Which Recruitment Source?</b>	<b>Total Number of Interviewees for Position</b>	<b>Referral Sources of Interviewees (and Number of Interviewees By Source)</b>
On-Line Content Coordinator	10.30.2017	In-House Posting	<b>5</b>	K104 Website 3 Employee Referral 1 In-House Posting 1
Promotions Assistant FT	1.20.2018	In-House Posting	<b>8</b>	Industry Referral 2 In-House Posting 1 K104 Website 4 American Broadcasting School 1

4. How many total candidates were interviewed to fill the full-time job vacancies listed above?   13

**Recruitment Source No. 1: Inside Radio**

Contact: Gene McKay

Address: PO Box 567925, Atlanta, GA 31156

Telephone: 800-640-8852

E-mail Address: ads@insideradio.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

Of the total number of interviews conducted to fill the full-time job vacancies listed above 0,

Candidates were referred by this recruitment source.

**Recruitment Source No. 2: UT Dallas Career Center**

Contact: Linda Johnson

Address: 800 W. Campbell Rd., Richardson, TX 75083

Telephone: 972.883.2943

E-mail Address: recruit@utdallas.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above 0

Candidates were referred by this recruitment source.

**Recruitment Source No. 3: Dallas Hispanic Chamber of Commerce**

Contact: Daniel Perez

Address: 4622 Maple Avenue, Suite 207, Dallas, TX 75219

Telephone: 214.521.6007

E-mail Address: daniel@gdhcc.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source No. 4: Service Broadcasting**

Contact: In-House Posting

Address: 621 NW 6<sup>th</sup> Street Grand Prairie, TX 75050

Telephone: 972-263-9911

E-mail Address: debbie.henry@k104fm.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above: 2

Candidates were referred by this recruitment source.

#### **Recruitment Source No. 5: Brookhaven College**

Contact: Annette Wilson

Address: 3939 Valley View Lane, Farmers Branch, TX. 75244

Telephone: contact by e-mail

E-mail Address: bhc.jobs@dccd.edu

Is this an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above 0

Candidates were referred by this recruitment source.

#### **Recruitment Source No. 6: Texas Rehabilitation Commission**

Contact: Gena Swett

Address: 210 Billings #310, Arlington, TX. 76010

Telephone: 972-949-2400

E-mail Address: gena.swett@twc.state.tx.us

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

#### **Recruitment Source No 7: Dallas Black Chamber of Commerce**

Contact: Charda Greene

Address: 2828 MLK Jr Blvd, Dallas, TX 75215

Telephone: 214.421.5200

E-mail Address: cgreene@dbcc.org

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source No. 8: Texas Women's University**

Contact: Elizabeth McDonald

Address: P O Box 425619, Denton, TX 75215

Telephone: 940.898.2950

E-Mail address: carerrs@twu.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source No. 9: Texas Workforce Commission**

Contact: Casey Coaston

Address: 801 S. State Hwy 161, Grand Prairie, TX 75051

Telephone: 469-8652307

E-mail Address: kevin.coaston@twc.state.tx.us

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source : No. 10 : TCC NE Campus**

Contact: Vickie McCleery

Address: 828 Harwood Road, Hurst. TX. 76054

Telephone: 817-515-6692

E-mail: necareerservices@tccd.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 11: Craig's List**

Contact: On-line

Address: [www.craigslist.com](http://www.craigslist.com)

Telephone: none

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 12: MFM/BCCA Job Bank**

Contact: On-line

Address: [jobbank.bcfm.com](http://jobbank.bcfm.com)

Telephone: 1-888-491-8833, ext. 1482

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 13: Dallas County Community College District of Colleges**

Contact: Sam Katz

Address: 12800 Abrams Road, Dallas, TX. 75243

Telephone: 972.761.6717

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 14: TAB**

Contact: Anna Romero

Address: Austin, Texas

Telephone: 512-322-9944

E-mail: [jobs@tab.org](mailto:jobs@tab.org) (anna.romero@tab.org)

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 15: The Art of Institute of Dallas**

Contact: Morgan Bunche

Address: Two Northpark East, 8080 Park Lane, #100, Dallas, TX. 75231

Telephone: 214-692-8080

E-mail: mbunche@aai.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 16: Collegiate Broadcasters. Inc.**

Contact: Will Robedee

Address: on-line

Telephone: 1-855-275-4224

E-mail: cbjob@mailman.rice.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 17: El Centro College**

Contact: Alexandria Gurley

Address: 801 Main Street, Dallas, TX. 75202

Telephone: 214-860-2066

E-mail: eccjobs@dcccd.edu(alexandria.gurley@dcccd.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 18: Urban Inter-Tribal Center of texas**

Contact: Larry Jefferson

Address: 1283 Record Crossing Rd, Dallas, TX 75235

Telephone: 214-941-1050, ext. 208

E-mail: Stephanie.larry.jefferson@uitct.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 19: Ft Worth Metropolitan Black Chamber of Commerce**

Contact: Barbara Bolden

Address: 1150 South Freeway, Ft Worth, TX. 75083

Telephone: 817-871-6538

E-mail: bbolden@fwmbcc.org

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of Interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 20: Paul Quinn College**

Contact: Arianna Ortega-Castrellom

Address: 3837 Simpson Stuart Road, Dallas, TX. 75241

Telephone: 214-379-5551

E-mail: aortega-castrellom@pqc.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 21: American Broadcasting School**

Contact: Michelle McConnell

Address: 4511 SE 29<sup>th</sup>, Oklahoma, OK 73155

Telephone: 817-695-2474

E-mail: michelle@radioschool.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 1

Candidates were referred by this recruitment source.

**Recruitment Source: No. 22: Northlake College**

Contact: Crystal Larthridge

Address: McArthur Blvd., Irving, TX

Telephone: n/a

E-mail: clarthridge@dccd.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 23: Work Ready**



Contact: Shelley Glinsky

Address: 1717 Angel Parkway, PMB 115, Allen, Texas 75002

Telephone: 817-914-0755

E-mail: sglinsky@workreadytexas.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 24: North Texas Job Corps**

Contact: J David Castillo

Address: 1140 Empire Central Suite 234, Dallas, Texas

Telephone: 214-824-3030

E-mail: castillo.javier@jobcorps.org

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 25: Workin Texas**

Contact: Callie Patterson

Address: 2707 N Stemmons Fwy., #140, Dallas, Texas 75204

Telephone: 214-424-3383

E-mail: callie.peterson@rescue.com

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 26: Grambling State University**

Contact: Stella Fobbs

Address: 403 main St, Grambling, LA 71245

Telephone: 318-274-2346

E-mail: fobbsshe@gram.edu

Is this source an organization which has requested notification of job openings? N

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 27: K104-FM Website**

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above: 7

Candidates were referred by this recruitment source.

**Recruitment Source: No. 28: KRNB-FM Website**

This source was notified of the following full-time job vacancies listed above:

**On-Line Content Coordinator; Promotions Assistant- FT**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

**Recruitment Source: No. 29: Employee Referral**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 1

Candidates were referred by this recruitment source.

**Recruitment Source: No. 30: Industry Referral**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 2

Candidates were referred by this recruitment source.

**Recruitment Source: No. 31: Walk-in**

Of the total number of interviews conducted to fill the full-time job vacancies listed above, 0

Candidates were referred by this recruitment source.

## **OUTREACH INITIATIVES DURING REPORTING PERIOD**

### **Mentoring Programs we participated in:**

#### **April 1, 2017**

Youth Empowerment Summit

Tarrant County College (Trinity River campus)

FT Worth, TX

Contact Person: Jamaal Sanders

Street Team attended

#### **April 27, 2017**

College Signing Day

SMU

Dallas, TX

Contact Person: Toya Releford

Street Team attended

#### **May 18, 2017**

College, Career and Health Fair

Edwin J. Elementary

Dallas, TX

Contact Person: Mrs. Keich Willis

Street Team attended

**June 24, 2017**

Teem Summit

Greater Mt. Tabor Christian Center

FT Worth, TX

Contact Person: Rene Alfred Jones

Street Team attended

**July 22, 2017**

Community Celebrity Basketball Game

Beckley saner Recreation Center

Dallas, TX

Contact Person: Chris “Fish” Fisher

Street Team attended

**August 20, 2017**

Youth Football Game

Life School Oak Cliff

Dallas, TX

Contact Person: Kenneth Stewart

Street Team attended

**September 8, 2017**

DISD District 4 Back To School Rally

Eastfield College (Buckner Location)

Dallas, TX

Contact Person: Yolanda Williams

Street Team attended

**September 29, 2017**

Pajama Jam Lock In

Oak Cliff N Boys and Girls Club

Dallas, TX

Contact Person: Brittany Coworker

Street Team attended

**September 29, 2017**

Pajama Jam Lock In

Oak Cliff N Boys and Girls Club

Dallas, TX

Contact Person: Brittany Coworker

Street Team attended

**October 8, 2017**

DFW Teen Fashion Show

Lofty Spaces

Dallas, TX

Contact Person: Cassie Cole

Street Team attended

**October 19, 2017**

Fall Sports Pep Rally

Thomas Jefferson Preparatory Academy

Dallas, TX

Contact Person: Deanna Reed

Street Team attended

**November 11, 2017**

HBCU College Fair

Beckley Saner Recreation Center

Dallas, TX

Contact Person: Christopher Fisher  
Street Team attended

**December 5, 2017**

Hour of Code  
George Washington carver Stem Learning Center  
Lancaster, TX  
Contact Person: Dona Mitchell/Kimberely Simpson  
Street Team attended

**January 14, 2018**

MLK Battle of the Bands  
Ellis Davis Field House  
Dallas, TX  
Contact Person: Frances Davis  
Street Team attended

**January 31, 2018**

Snap Chat Kick-Back  
K104 Studio/Polytechnic High School Drill Team  
Grand Prairie, TX  
Contact Person: France Davis  
Cat Daddy attended

**February 17, 2018**

Reclaim You & That Girl is Smart event  
Bent tree Country Club  
Addison, TX  
Contact Person: Mr. Toderick Johnson  
Street team attended

**February 19, 2018**

Empowerment Program w/Judge Amber Davis Givens  
Dallas City Hall, Flag Room  
Dallas, TX  
Contact Person: Amber Givens  
Street team attended

**March 2, 2018**

Read Across America Pep Rally  
Atherton  
Arlington, TX  
Contact Person: Deatra Starling-Kinard  
Street team attended

**March 10, 2018**

Youth Speak Out  
South Dallas Cultural Center  
Arlington, TX  
Contact Person: Sara Moluria  
Street team attended

**INITIATIVES DURING REPORTING PERIOD****Community Service Programs we participated in:****April 7, 2017**

Multi-Cultural Fair  
Butler Boys and Girls Clubs  
Contact Person: Renee Baptists/Heather Brizendine

Street Team attended to promote healthy relationships of all gender and races

**April 15, 2017**

Community Health Fair

UT Southwestern Medical Center

Contact Person: Tonya Mitchell/Meaghan Peterson

Street Team attended to promote healthy living for all ages

**April 15, 2017**

DeDe's Bowl-A Thon

Alley Cats (Station Event)

Contact Person: Frances Davis – K104

Street Team/On-Air Staff attended to raise money of local charities

**May 19, 2017**

100K Opportunity Fair

Dallas Convention Center

Contact Person: Frances Davis – K104

Street Team attended to promote job opportunities in the DFW area

**June 3, 2017**

Community Resource Fair

Uplift Height Primary

Contact Person: Meriem Monroe



Street Team attended to make the community aware of the different resources available to them

**August 12, 2017**

2<sup>nd</sup> Annual Back to School Give Away

Elite Sports & Fitness

Contact Person: Larry Oilver

Street Team attended to promote the give-away for special athletic supplies to school age children

**August 18, 2017**

Back to School Cutz N Stylez

Lively Pointe Recreation Center

Contact Person: Kensley Cunningham

Street Team attended to promote the free haircuts and styling for children

**September 16, 2017**

Community Outreach health fair

Greater Hop COGIC

Contact Person: Tracy Bradley

Street Team attended to promote the importance of healthy habits to stay in shape

**October 27, 2017**

Dallas County Employee Appreciation

Dallas County Juvenile Department

Contact Person: Vernetta Kinnard

Street Team attended event in honor of the community appreciation for the men and women who help keep our children on the right track

**November 17, 2017**

Kappa Kan Food Drive

A.W. Brown learning Academy

Contact Person: Diamyiom Howard

Street Team attended to promote the donations of food for needy families

**November 18, 2017**

Turkey Giveaway by Eberstein & Witherite

Fiesta Food Mart

Contact Person: Amy Witherite

Street Team/On-Air Talent attended to distribute turkeys to needy families for Thanksgiving

**November 21, 2017**

Steve Harvey Turkey Giveaway

Walmart Super Center

Contact Person: Bryon Lewis

Street Team/Keith Solis attended to distribute turkeys to needy families for Thanksgiving

**December 2, 2017**

DART annual Stuff the Bus

Dart Mockingbird Station

Contact Person: Carmen Hillebrand/Karen Jones

Street Team/On-Air Talent attended to collect toys for Christmas for needy families

**December 19, 2017**

4<sup>th</sup> Annual Christmas Toy Giveaway

More Than Conquerors Kingdom Ministries

Contact Person: Krystal Wilburn

Street Team/On-Air Talent attended to distribute toys for Christmas to needy families

**January 12, 2018**

MLK Parade

MLK Recreation Center

Contact Person: Frances Davis

Street Team/On-Air Talent attended to celebrate and make the community aware of the victories of Martin Luther King

**February 3, 2018**

First Annual Tax-A-Thon

Concord Church

Contact Person: Brenda Lepenski

Street Team attended to promote free tax service for the needy

**February 10, 2018**

A Community Search For Peace

Trinity Cumberland Presbyterian Church

Contact Person: TJ

Street Team attended to promote peace within the surrounding communities

**March 1, 2018**

Women's History Month Luncheon

Lorenzo Hotel

Contact Person: Frances Davis

Street Team attended to promote the kick-off of the year of the woman month.

**Training Management Personnel:**

Service Broadcast provides one-on-one training for EEO procedures for new Managers. This is an ongoing training provided by the station Human Resource Manager/EEO Officer.

### **Career Day Activities:**

**Service Broadcasting employees attended various Career Day programs to discuss their roles at the radio station and how others can get in the industry.**

#### **April 6, 2017**

Career Day

Bill J. Elliott

Attendee(s): Street team

Contact person: Natasha Green

#### **April 21, 2017**

Career Day

Winnetka Elementary  
Attendee(s): Street Team/Cat Daddy  
Contact person: Alisha Prowell

**April 21, 2017**

Career Day  
Crowley Middle School  
Attendee(s): Street Team  
Contact person: Joanna Rivera

**May 5, 2017**

Career Day  
Highlands Elementary School  
Attendee(s): Street Team  
Contact person: Rolanda Jones-Woodson

**May 12, 2017**

Career Day  
H. I. Holland Elementary School  
Attendee(s): Street Team  
Contact person: Krystal Thronton

**May 25, 2017**

Career Day  
Como Montessori School  
Attendee(s): Street Team

Contact person: Tameka Long

**May 25, 2017**

Career Day

Nova Academy

Attendee(s): Street Team

Contact person: Frances Davis

**October 26, 2017**

Career Day

W.A. Blair Elementary School

Attendee(s): Street Team

Contact person: Leslie Moore

**November 17, 2017**

Career Day

Piedmont G.L.O.B.A.L. Academy

Attendee(s): Street Team

Contact person: Pamela Johnson

**February 12, 2018**

Career Day

Ninth Grade Center

Attendee(s): Street Team

Contact person: Melodi Parker

**February 16, 2018**

Career Day

Dallas Park Elementary School

Attendee(s): Street Team

Contact person: Ms. Trius

**March 8, 2018**

Career Day

Tom Field Elementary School

Attendee(s): Street Team/Cat Daddy

Contact person: Rosland McFadden

**March 9, 2018**

Career Day

**Versia L. Williams Elementary**

Attendee(s): Street Team

Contact person: Corey Harper



**Job Fairs attended by Service Broadcasting:**

**April 6, 2017**

**Brookhaven Spring Career Fair**

Brookhaven College

3939 Valley View Lane

Farmers Branch, Texas 75244

Contact Person: Adam Clawson

**October 12, 2017**

**Brookhaven Spring Career Fair**

Brookhaven College

3939 Valley View Lane

Farmers Branch, Texas 75244

Contact Person: Adam Clawson

**March 29, 2018**

**North Lake College Spring Job Fair**

North Lake College

5001 N. MacArthur Blvd., H220  
Irving, Texas, 75038  
Contact Person: Crystal Lathridge