

# 2022 ANNUAL EEO PUBLIC FILE REPORT

Pacifica Foundation Inc.

Station: WPFW  
Community of License: Washington, DC

Reporting Period: June 1<sup>st</sup> 2022 – May 31<sup>st</sup> 2023

No. of Full-time Employees: 5 - 10  
Small Market Exemption: No

During the reporting period, no full-time positions were filled.

The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

## INITIATIVES

**Note: Due to the continuation of the COVID-19 pandemic during WPFW's 2022-2023 EEO reporting period, most of the planned initiatives, including internships, mentoring for station personnel and in-person community outreach had to be put on hold because of Washington DC's home-sheltering policies and public gathering rules.**

**WPFW takes the safety of the station's employees, interns and volunteer programmers very seriously and during the reporting period most of the programming content had been sourced and/or produced remotely.**

**WPFW will continue its mission of broad outreach through community school internships, training and mentoring programs for the next generation of broadcast producers, engineers, and journalists and events designed to inform the public about the many exciting and varied opportunities in radio, as soon as the pandemic subsides and people can, once again, safely meet in person.**

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

Though WPFW had to put most of their internship plans on hold during the COVID-19 pandemic. The station remains closed to all but a handful of staff and programmers. WPFW management plans to slowly open up the station as the pandemic wanes and continue its tradition of broad outreach to schools and universities to bring in several new interns during the coming reporting year.

WPFW sponsored one intern, who is in their Junior high-school year at The Lab School in North West DC, since April 1 2023 and has committed to work through the summer at the station. They are being mentored by the senior board operators to learn all aspects of station operations including the air studio console and radio production techniques.

The ninth-grade student, from the Piney Branch Elementary School who was trained and brought into the station (back in December of 2018) continues to work remotely, with the guidance of station personnel, to develop their skills, as a researcher, script writer and live announcer. This student continued to broadcast over WPFW during the reporting period, producing the station's "Kids Calendar" which runs each week on Saturday mornings.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.*

WPFW Staff and programmers were trained by the station's acting Program Director in the art of on-air fundraising for nonprofit radio. The trainings included how to create a show designed to raise funds, how and when to pitch during each hour to maximize pledges, identifying how best to appeal to a particular show's audience, and examples for reutilizing popular station content.

These trainings occurred, via Zoom, on February 11th 2023 with twenty participants, April 29<sup>th</sup>, 2023 with fifteen participants, May 1<sup>st</sup>, 2023 with four participants, May 3<sup>rd</sup>, 2023 with four participants, May 7<sup>th</sup>, 2023 with four participants and May 15<sup>th</sup>, 2023 with four participants.

Management also provided training on December 11<sup>th</sup> to a group of four new broadcasters in the use of mobile digital technology for public affairs and news reporting and included best practices for smart phone use and training on the Adobe Audition editing software. On May 30<sup>th</sup> 2023 three new broadcasters were trained by management on FCC rules, station policies, and best practices for production of shows.

*Provided **training to management level personnel** on methods of ensuring equal employment opportunity and prevent discrimination.*

All management, paid staff and interns at WPFW were required to complete a web-based sexual-harassment, diversity and sensitivity training/testing module, **Sexual Harassment Prevention Training**, in May of 2023, provided by the state of California's Civil Rights Department <https://calcivilrights.ca.gov/shpt/>. Management took the supervisory training. Staff and interns took the non-supervisory training. Pacifica Foundation Inc, WPFW's licensee is incorporated in the state of California.

WPFW's management continued to meet with the contracted human resources specialist at N.E.T.A. (National Educational Telecommunications Association). In July, August and September 2022 WPFW's GM consulted with N.E.T.A.'s HR department on matters of local and federal compliance. During those discussions they reviewed matters to foster "best practices" as regards EEO compliance and workplace stability. Review processes remain in place, are ongoing, and are being further developed.