

Combined Communications, Inc.

Equal Opportunity Employment Program

10/1/2022-9/30/2023

Radio Stations KBND AM, KBND LD, KLRR FM, KTWS FM, KMTK FM and KWXS FM serve the Central Oregon community and provide equal employment opportunity to all job applicants. The stations operate as a unit to insure that maximum available community resources are utilized to generate qualified job applicants from all segments of our ethnically diverse community.

The following outlines the stations' program of policies and procedures to assure all qualified candidates, both within and outside the community we serve, who might be interested in employment with our company, can learn about and apply for any positions that might become available:

1. A list of recruitment sources to be utilized to generate applicants for every full-time job opportunity will be maintained, periodically revised and updated.
2. On-air advertisements are periodically used for positions that do not require radio specific technical, operational or talent skills. The job advertisements are generally for sales, accounting and administrative positions.
3. Notices of all full-time employment opportunities will be widely distributed and dated copies of such notices will be retained.
4. All full-time existing staff are notified of any new openings. The staff has been encouraged to refer anyone they know that might be qualified, or to apply themselves if they are interested and feel they qualify.
5. Local, regional and national job search web sites are periodically tried and evaluated for effectiveness.
6. Combined Communications, Inc. will coordinate efforts to monitor and assure the execution of this plan. Combined will train and update staff on EEO issues.
7. The company conducts an internship program for college/high school students in the area via YouthConnect.org and/or Youth Rising. Part-time employment opportunities are sometimes filled by interns.

8. All employment notices, material and advertising, whether written or broadcast, will include the phrase “Combined Communications is an equal opportunity employer.”
9. Each producer of Local on-air programming on all stations including news, public service/public affairs, commercial content and announcer entertainment/commentary, are routinely counseled regarding sensitivity to minority, gender, and other diversity issues in order to foster the perception and the reality within our community that Combined Communications actively promotes equal employment opportunity for all, regardless of race, sex, religion or national origin.

Combined Communications will routinely and systematically review the effectiveness of this program and make periodic modifications that may be required to fulfill the goal of offering equal opportunity to all applicants and to insure these applicants represent all communities within our service area.

**EEO ANNUAL PUBLIC FILE REPORT
COMBINED COMMUNICATIONS BEND**

Employment Unit: Combined Communications	Address Combined Communications 63088 NE 18 th Bend, Or 97701	Contact Person/Title Jeremy Groh General Manager
Stations KBND-AM, Bend, OR KBND-LD Bend, OR KLRR-FM Redmond, OR KTWS-FM Bend, OR KMTK-FM Bend, OR KWXS-FM Prineville, OR	Telephone Number 541-585-3563	E-mail Address <u>jeremy@combinedcommunications.com</u>

**KBND(AM), KBND-LD, KLRR(FM), KTWS(FM),
KMTK(FM), KWXS(FM)
EEO PUBLIC FILE REPORT
10/01/22-9/30/23**

FULL TIME VACANCY LIST

Position Title Hire Date	Recruitment Sources (RS) Used to Fill Vacancy	Total No of inter- views for position	Src Referring New Hire
News Reporter/May 1, 2023	1,7	1	1

Interviewee Source

Total Number of Persons Interviews during this Reporting Period: 1

KBND(AM), KBND-LD, KLRR(FM), KTWS(FM), KMTK(FM), KWXS(FM) EEO PUBLIC FILE REPORT 10/01/22-9/30/23

MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number /RS Information

1	Internal Promotion
2	Oregon State Employment Office – Worksource Oregon 1645 NE Forbes Rd #100 Bend, Or 97701 www.findit.emp.state.or.us/offices/bned.cfm 541-388-6070
3	Employee Referral
4	Non-Employee Referral
5	Linkedin.com
6	BendRadio.com
7	Internal Posting
8	Allaccess.com
9	Walk In
10	KBND website KBND.com
11	KLRR website 1017.fm
12	KTWS website Thetwins.com
13	KMTK website 997thebull.com
14	KWXS website

	977thebeat.com
15	Craig's list bend Craigslist.com
16	Traffic Directors Guild tdga.org/
17	Facebook.com
18	Radio Television Digital News Assn. rtdna.org/
19	Radio Ads = all stations KBND KLRR KTWS KMTK KWXS
20	Indeed.com
21	Oregon Association of Broadcasters Theoab@theoab.org

KBND(AM), KBND-LD, KLRR(FM), KTWS(FM), KMTK(FM), KWXS(FM)
EEO PUBLIC FILE REPORT
10/01/22-9/30/23

Population of Market is less than 250,000

RECRUITMENT & OUTREACH INITIATIVES

TYPE OF RECRUITMENT INITIATIVE AND BRIEF DESCRIPTION OF ACTIVITY

1. On October 25, 2022, General Manager, Jeremy G., along with staffers Kimberly L, Beth M, and Megan S, visited Caldera High School to speak with nearly 100-students in a group setting about individual personal experiences in pursuing various careers in radio broadcasting (sales, programming, administration). This roundtable interaction allowed station personnel to detail the different paths each had taken in attaining their current employment positions, while allowing students to ask questions about all aspects of radio broadcasting as an industry. The event was facilitated by Adrian O, Caldera's "School to Career PM", as well as various faculty from Caldera High School.
2. Beginning on October 26, 2022, radio station staff, including GM Jeremy G and production contractor Cate C, worked with the Caldera High School DECA club in creating a no-cost on-air DECA marketing campaign to include; commercial scripting, voicing, production, editing and final air-schedule creation. The purpose of the campaign was to raise awareness for the school's DECA program and boost sales in December 2022 – all while

teaching the DECA team about broadcast marketing. Student representative, Claire H, acted as the DECA lead on behalf of Caldera High. Students visited the production studios to get a firsthand experience.

- 3.** On December 15, 2022, employment-unit Senior Marketing Consultant, Heather K, participated in a “Bite of Reality” simulation at Caldera High School. This simulation exposed over 100-students to a variety of business sectors and specific to radio; engaged them in mock advertising placement, commercial campaign facilitation, responsibilities of the various positions within a broadcast organization and the translation of budget into public exposure. The event was directed by Wayne H. from MidOregon Credit Union and faculty from Caldera High School.
- 4.** On April 5, 2023, employment-unit Senior Marketing Consultant, Heather K, participated in a “Bite of Reality” simulation at Redmond Proficiency Academy. This simulation exposed over dozens of students to a variety of business sectors and specific to radio; engaged them in mock advertising placement, commercial campaign facilitation, responsibilities of the various positions within a broadcast organization and the translation of budget into public exposure. The event was directed by Wayne H. from MidOregon Credit Union and faculty from Redmond Proficiency Academy.