

EEO PUBLIC FILE REPORT FOR R&J BROADCASTING, INC.

Reporting Period: December 1, 2022 – November 30, 2023

This report was prepared by Jim Birkemeyer, President of R & J Broadcasting, Inc. licensee of:

WESTERN STATION EMPLOYMENT UNIT:

KRJB 106.5 FM -ADA, MN, KRJM 101.5 FM -MAHNOMEN, MN, KKCQ-FM – 96.7 FM -
BAGLEY, MN

KKCQ-AM 1480 AM/99.7 FM –FOSSTON, MN

EASTERN STATION EMPLOYMENT UNIT:

KKIN 930 AM/103.1 FM -AITKIN, MN, KKIN 94.3 FM -AITKIN, MN, KLKS 100.1 FM -PEQUOT
LAKES, MN

WWWI 1270 AM/96.3 FM -BAXTER, MN, WWWI-FM 95.9 FM -PILLAGER, MN, KFGI 101.5 FM
–CROSBY, MN

NORTHERN STATION EMPLOYMENT UNIT (less than 5 FTE):

KSDM 104.1 FM -INTERNATIONAL FALLS, MN

KGHS-AM 1230 AM/95.3 FM -INTERNATIONAL FALLS, MN

Since its inception, R & J Broadcasting Inc. (“the Company”) has been an Equal Opportunity Employer. We are committed to a policy of equal opportunity for all qualified individuals without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or conditions specifically prohibited by federal, state, and local legislation.

R & J Broadcasting, Inc. seeks the assistance of organizations to help in our efforts for an effective, positive employment recruitment program which includes local newspapers, area high schools, colleges and universities, minority organizations, state broadcaster’s association, state and local employment agencies as well as its stations’ websites. To make this policy effective, and, within the rules and regulations of the Federal Communications Commission, R & J Broadcasting, Inc. has an Equal Employment Opportunity (EEO) program with Jim Birkemeyer, President of R & J Broadcasting, Inc. being responsible for the implementation. This non-discrimination policy has been widely distributed to all employees and managers and has been placed in the public inspection file as well as on the Company’s websites.

The policy is also stated in the R&J Broadcasting Inc. Policy/Procedure manual as follows:

“It is the policy of the Station/Company to ensure equal employment opportunity to all employees and qualified applicants for employment without regard to race, age, religion, color, national origin, marital status,

physical or mental handicap or disability, gender, sexual orientation, or covered veteran status. Positive action shall be taken to ensure the fulfillment of this policy in all employment areas including the following:

- Recruiting, advertising, or soliciting for employment;
- Hiring, placement, upgrading, transfer or demotion;
- Treatment during employment;
- Rates of pay or other forms of compensation;
- Selection for training; and
- Layoff or termination”

Employment vacancies and hiring at R&J Station Employment Units during this reporting period include:

EASTERN STATION EMPLOYMENT UNIT:

KLKS, WWWI AM/FM, Brainerd, Pillager, MN, KFGI, KKIN AM/FM, Crosby, MN Aitkin, MN

**Multiple Sales Representative Full Time
3/28/23 – 6/30/23**

Position for full-time Sales Representative was advertised on R & J Stations (“Radio Ads”) and posted with Indeed.com online resources from 3/28/23 – 6/30/23. Six applications were received from Radio Ads. Two candidates were interviewed. One was hired for a full-time Sales Position beginning 5/1/23 from Radio Ads.

On-Air Program Director Full Time

4/1/23 – 5/31/23
6/15/23 – 7/16/23

Position for full-time On-Air Program Director was advertised on R & J Stations and posted with AllAccess.com and Minnesota Broadcasters Association online resources from 4/1/23-5/31/23 and reposted 6/15/23 – 7/16/23. Twenty-two applications were received: Fifteen from AllAccess.com, seven from Radio Ads. Six candidates were interviewed: four from Allaccess.com, two from Radio Ads. No hires were made.

Sales/Account Executives Full and Part-Time

10/15/23-11/5/23

Between October 15, 2023, and November 5, 2023 R&J ran advertisements on R&J Stations for full and part-time Sales/Account Executives. Two applications were received, and both candidates were interviewed but not hired. The positions remain open as of this date 11/30/23.

Morning On-Air Announcer / Program Director Full Time

9/1/23 – 11/30/23

A position for full-time Morning On-Air Announcer/Program Director was advertised on R & J Stations and posted with Indeed.com and Minnesota Broadcasters Association online resources from 9/1/23 – 11/30/23. Seventeen applications have been received: Twelve from Indeed.com, five from Radio Ads. Six candidates were interviewed: four from Radio Ads, two from Indeed.com. No hires have been made. This position remains open as of this report.

Sales Representative

9/9/23 – 9/30/23

Position for full-time Sales Representative was advertised on R & J Stations and posted with Indeed.com online resources from 9/9/23 – 9/30/23. Fifteen applications were received, thirteen from Indeed.com, two from Radio Ads. Three candidates were interviewed: two from Indeed, one from Radio Ads. One from Indeed.com was hired for full-time Sales Representative Position beginning 12/1/23.

Virtual Career Fair

R&J General Manager Don Elliot participated in a virtual Career Fair, hosted by the Minnesota Broadcasters' Association on December 20, 2022.

**WESTERN STATION EMPLOYMENT UNIT:
KRJB, KRJM, KKCQ AM/FM Ada, Mahnomon, Fosston, Bagley, MN**

Ag Broadcaster Full-Time
6/28/22-8/31/22
Reposted 9/29/22-11/30/22

This position was posted in 2022 and remained open as of R&J's 2022 EEO report. A position for full-time employment as an Ag Broadcaster was posted between 6/28/22-8/31/22 and reposted 9/29/22-11/30/22 on R&J Radio Stations and posted with NAFB.com online resources. Three applicants were received: two from Radio Ads and one was from an internal employee recommendation. One was hired from Radio Ads for a part-time position beginning on 6/1/23.

Office/Traffic Assistant Full-time
12/1/22 – 1/6/23

A position for a full-time office assistant was advertised on R&J Radio Stations and posted with Indeed.com online resources and in Norman County Index local newspaper between 12/1/23 – 12/30/23. Five applications were received from Radio Ads. All five candidates were interviewed, and one was hired from Radio Ads. Employment commenced on 2/1/23.

Sales Account Executives Full and Part-Time
12/1/22 – 1/6/23

Advertisements were run on R&J Stations and www.yourliveevent.com to fill multiple full and part-time sales accounts executive positions. Three applications were received: one from Radio Ads, two from employee referrals. Two from employee referrals were interviewed. One was hired from an employee referral for part-time sales position. Employment began on 1/16/23. Another was hired from an employee referral for full-time Sales/Sports Announcer Position, employment began on 6/1/23.

News Reporter Full or Part Time
3/1/23 – 5/30/23

Position for full or part-time New Reporter was advertised on R & J Radio stations and posted with Indeed.com, Minnesota State University Moorhead, NDSU, UND, Bemidji State University, NCTC, SMSU, Concordia College Moorhead, SCSU and Minot State University through Handshake.com. online resources. Three applications were received all from Radio Ads. One part-time hire was made from Radio Ads with employment beginning 7/5/23.

In addition, one full-time position was offered and accepted by a 2023 Summer Intern. After conclusion of the internship the intern remained on staff in part-time position until promotion to full- time position. Full-time Employment began 11/1/23.

Sports Announcer/Sales Full or Part Time
9/1/23 – 11/30/23

Position for full or part-time Time Sports Announcer / Sales was advertised on R & J Radio Stations and posted with STAA.com and www.yourliveevent.com online resources. This position remains open as of this posting.

Career Fairs

On February 2, 2023, R&J Sales Executive Tiffany Jager and Office Assistant Brynn Badalato, participated in an in-person Career Fair hosted by the Ada-Borup-West High School in Ada, MN. Ms. Jager and Ms. Badalato spoke with several students about career opportunities in broadcasting. No applications were received, and no hires were made from this event.

On April 12, 2023, R&J Sales Executive/ Sports Announcer Jake Birkemeyer and Sales Executive Tiffany Jager participated in the Traill County Career Expo in Mayville, North Dakota. Mr. Birkemeyer and Ms. Jager shared information with area high school and college students, as well as job seekers in attendance to learn about the broadcasting industry and career opportunities. One Application was received. No hires were made from this event.

On November 22, 2023, R & J News Reporter Prestin Douville participated in the Norman County East Career Fair at the Norman County East School, Twin Valley, MN. Mr. Douville answered students' questions about the broadcasting industry. No applications were received, and no hires were made from this event.

Virtual Career Fair

R&J Operations Director Sean Bjerk and Sales Executive/Sports Announcer Jake Birkemeyer participated in a virtual Career Fair hosted by the Minnesota Broadcasters' Association on December 20, 2022-23. Online panelists shared information about current and future employment opportunities with an audience of individuals interested in careers in broadcasting. February 7, 2023, Jim Birkemeyer, R & J Broadcasting, Inc. President/Owner/General Manager, was invited to virtually participate in a Classroom Discussion with students at Minot State University. Mr. Birkemeyer talked about his experiences during his broadcasting career and answered students' questions about the broadcasting industry.

Internships

In April 2023, a former part-time employee who had previously served as an intern with the Company approached R&J about internships opportunities at stations in the Western SEU. The individual began another internship that ran between 4/7/23 - 8/31/23 for 20 hours per week. Company President/Owner/General Manager, Mr. Jim Birkemeyer, supervised this This individual who was then hired as part-time news reporter from 9/1/23 – 10/31/23 before being promoted to full-time news reporter as of 11/1/23.

**NORTHERN STATION EMPLOYMENT UNIT:
KGHS-FM, KSDM-AM: International Falls, MN**

**Multiple Full and Part-time positions
(Sales, announcers, production, traffic, board operations, camera operators)
12/27/22-1/10/23
2/2/23 – 2/28/23**

Advertisements to fill a variety of part-time positions, including sales, production, traffic, board operations and camera operators, were advertised on R&J Radio Stations between 12/27/22 and 2/25/23. Three applications were received: three candidates were interviewed, and one hired to fill part-time announcer and sales position. Employment began on 2/1/23.

**News/Sports Director
5/5/23-5/30/23**

Advertisements to fill full-time News/Sports Director run on R&J Radio Stations and posted online from Indeed.com between 5/5/23 and 5/30/23. Two applications were received from Indeed.com. Two candidates were interviewed from Indeed.com. No Hires were made.

**On-air Announcer
5/5/23 – 5/30/23**

Advertisements to fill full-time On-Air Announcer were run on R & J Stations between 5/5/23 and 5/30/23. One application from a current part-time employee was received. Employee was promoted to full-time employment 6/19/23.

**Multiple Full and Part Time Positions
(Sales, Sports, Camera operators)
7/5/23 – 7/30/23
9/1/23 – 11/30/23**

Advertisements to fill multiple full or part-time positions were run on R & J Radio Stations: One application was received. One employee was hired for full-time Sales beginning 12/1/23. Additional positions remain open at the time of this report.

**General Manager
9/15/23-11/30/23**

Advertisements to fill a full-time position as station General Manager were run on R&J Radio Stations and posted online Indeed.com, Minnesota Broadcasters, Association, between 9/15/23 and 11/30/23. This position remains currently open.

Virtual Career Fair

R&J General Manager Mike Bolstad participated in a virtual career fair hosted by the Minnesota Broadcaster's Association on December 20, 2022. Online panelists shared information about current and future employment opportunities with an audience of individuals interested in careers in broadcasting.

R&J BROADCASTING, INC. RECRUITMENT INITIATIVES

(12/1/22-11/30/2023)

Historically, R&J Broadcasting, Inc. (the “Company” or “R&J”) has conducted and/or participated in several outreach initiatives during the year to provide education about and promote interest in the broadcasting and communications fields in the northern, northwestern and central Minnesota and North Dakota listening areas served by R&J Broadcasting Inc. stations. These initiatives seek to benefit the local communities and provide R&J Broadcasting Inc. with the opportunity to meet potential future employees as well as those interested generally in the broadcast and communications industries. As with all industries and businesses, the Global Pandemic and the continued prevalence of Covid19 in our stations’ communities has impacted R&J’s ability to conduct and/or participate in the Company’s usual number of outreach activities since March of 2020. While there have been improvements in R&J’s ability to conduct its community outreach initiatives since January 2021, the pandemic continued to impact the scope and reach of certain activities.

Following is a summary of activities conducted during the preceding twelve months generally on behalf of all R&J Broadcasting Inc. Station Employment Units unless otherwise stated.

High School Sport Job Shadowing/Open Broadcast Booth for 2022-2023

(EASTERN/WESTERN/NORTHERN SEUs): As reported in its previous annual Public File EEO Reports, in a typical year, R&J sports announcers annually broadcast more than 900 local high school sporting events across the Company’s listening areas. R&J has worked with numerous local high schools for many years and school faculty are aware that R&J offers an ‘Open Broadcast Booth’ policy during the games that allows for interested students and adult members of the local communities to simply drop in and shadow the game’s R&J sports announcer during the broadcast. Participants have the chance to learn more with hands-on experience and have the opportunity to work alongside broadcasters during the games. School faculty also refer students interested in broadcasting directly to the R&J booth on game nights.

Following is a list of high schools that have participated in this program with R&J:

High schools participating in the **EASTERN SEU** include: Pillager, Brainerd, McGregor, Aitkin, Crosby, Pequot Lakes, Isle, and Pine River-Backus.

High schools participating in the **WESTERN SEU** include: Finley-Sharon/Hope-Page, ND, Ada-Borup-West, MN High School, Hawley, MN High School, Hillsboro-Central Valley High School, ND, Mahnomen-Wauburn High School, MN, Climax-Fisher High School, MN, Fertile-Beltrami High School, MN, Fosston High School, MN, Clearbrook Gonvick High School, MN, Red Lake High School, MN, Red Lake Falls High School, MN, Win-E-Mac High School, MN, Lake Park Audubon High School, MN, Norman County East High School, MN, Ulen-Hitterdal High School, MN, Lisbon High School, ND, Northern Cass High School, ND, Central Cass High School, ND, Kindred High School, ND, Sargent Central High School, Milnor High School, ND.

High schools participating in the **NORTHERN SEU** include: Little-Fork High School, MN, International Falls High School, MN, and Indus High School, MN.

R&J’s “Operating Cameras Program” (ALL SEUs): R&J coordinates with local high school faculty who help select students to participate in its training/work opportunity for Operating Cameras Program with Video Broadcasts of Your Live Event.com Program. Additionally, in the Western SEU, R&J partners with the local cable TV company to allow students to become trained in how to operate a video camera and, once trained, to assist in remote broadcasts. Trained students are paid for each game they work. The students are supervised by R&J game Play-by-Play Announcers, including R&J President Jim Birkemeyer, Jacob Birkemeyer (Sports Announcer), Kevin Kochmann (Operations Director), Sean Bjerk (Operations Director/GM), Chase Miller and James Cardarelli, and other R&J Play-by-Play Announcers.

Classroom Invitations: (Western SEU): In February of 2023, Mr. Jim Birkemeyer spoke virtually with a class at Minot State University about careers in broadcasting generally and radio specifically.

Eastern SEU: In June of 2021 R&J Management, Operations Directors and Play-by-Play Announcing team began working with three local area high schools in the Eastern SEU (Pillager, Aitkin, Pine River-Backus) to provide students with education, information and training in the broadcast industry and to then allow them to participate in the broadcast of school and community events. This effort continues to the present. Additionally, R&J personnel have been working with the school advisor at Pillager High School's Work/School Program to recommend students to R&J for the hands-on program that allows students to receive training and be paid for their work. No students have participated so far, but R&J plans to continue to participate in this valuable Work/School Program for the foreseeable future and is very confident that students will soon engage in the program which will provide opportunities to work in many aspects of the radio business including office work, on-air broadcasts, sales and production.

R&J Broadcasting, Inc. Scholarship Program (EASTERN/WESTERN/NORTHERN SEUs): In 2016 R&J Broadcasting Inc. began offering up to two yearly \$500 scholarships to graduating high school students interested in broadcasting, marketing or other communications related fields of study each spring with applications due traditionally the first week of April. R&J sends blank applications to high schools across its listening areas in northern, northwestern, and central Minnesota and eastern North Dakota. We also make our application available for a limited time on our website home page. In its application, R&J also invites students to inquire about job shadow and internship opportunities with R&J Broadcasting Inc. Scholarships are judged by the R&J Scholarship Committee (composed of R&J President, Jim Birkemeyer, Sean Bjerk (Operations Director), Tom Lano (Site Manager), Mike Bolstad (General Manager), Don Elliott (General Manager) and Jacob Birkemeyer (Account Executive/Sports Announcer)). Winners are notified by mail or telephone.

R&J Broadcasting, Inc. Internship Program (All SEUs): R&J Broadcasting Inc. is conducting its planned internship program at all three of its station employment units. Candidates for these positions have come from a variety of sources: interested individuals approaching specific station personnel, word-of-mouth, referrals from current employees and former employees. See descriptions of specific offerings during the current reporting period under individual SEUs included above.

R & J Broadcasting, Inc. has a working relationship with these area agencies should there be openings:

<p>Minnesota Broadcasters Association 408 St. Peter Street Suite 423 St. Paul, MN 55102 (612) 926-8123</p>	<p>NCTC 1101 Highway One East Radio Broadcast- Communications Academic Advisors Thief River Falls, MN 56701 218-681-0783</p>	<p>Bemidji State University Mass Communications Dept. 1500 Birchmont Dr. NE Bemidji, MN 56601 218-755-2915</p>
<p>Concordia College Moorhead, MN 901 8th St. S Moorhead, MN 56562</p>	<p>St. Cloud State University St. Cloud, MN 720 4th Ave. S. St. Cloud, MN 56301</p>	<p>North Dakota State University Career Services 701-231-7111 Fargo, ND</p>
<p>MSUM-Moorhead 1104 7th Avenue South Moorhead, MN 56560 Mass Communications Dept. 218-477-2983</p>	<p>Norman County Index 307 West Main Street Ada, MN 56510 218-784-2541</p>	<p>Mahnomen Pioneer 207 NW Main Street Mahnomen, MN 56557 218-935-5296</p>
<p>Thirteen Towns of Fosston 118 Johnson Avenue North Fosston, MN 56542 218-435-1313</p>	<p>www.indeed.com</p>	<p>Small Market Radio Newsletter Smallmarketradio.com mitchell@jaymitchell.com</p>
<p>Sportscasters Talent Agency of America Staatalent.com</p>	<p>R&J Broadcasting Inc. RJBroadcasting.com 218-784-2844</p>	<p>The Daily Journal IFallsJournal.com 218-285-7411</p>
<p>www.yourliveevent.com</p>	<p>www.RJbroadcasting.com</p>	<p>R & J Broadcasting, Inc. (KRJB, KRJM, KKCQ AM/FM, KLKS, KFGI, KKIN AM/FM, WWWI AM/FM, KSDM, KGHS)</p>
<p>Minot State University Communications Dept. 500 University Ave West Minot, ND 58707</p>	<p>Southwest Minnesota State University Career Services 507-537-6221 Marshall, MN</p>	<p>University of North Dakota Career Services 701-777-3904 Grand Forks, MN</p>

North Dakota State College of Science Career Services 701-671-3000 Wahpeton, ND	Allaccess.com	National Association of Farm Broadcasters (NAFB) https://nafb.com/more/jobs
Brainerd Lakes Chamber of Commerce https://business.brainerdlakeschamber.com/jobs	Nisswa Chamber of Commerce https://business.nisswa.com/jobs/	

For employment opportunities, resumes may also be sent to:

R & J Broadcasting Inc.

Attn: Jim Birkemeyer

312 West Main Street

Ada, MN 56510

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