

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: March 23, 2020 – March 22, 2021.

1) **Employment Unit:** HEH Broadcasting, LLC

2) **Unit Members (Stations and Communities of License):** KSAM-FM, Huntsville, Texas
KHVL(AM), Huntsville, Texas

3) **EEO Contact Information for Employment Unit:**

Mailing Address: P.O. Box 330 Huntsville, TX 77342	Telephone Number: 936-295-2651
	Contact Person/Title: Dave Donahue/General Manager
	E-mail Address: dave@ksam1017.com

4) **Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

General Manager
Assistant to General Mgr./Special Projects Director
Sports Director

(5) Job Title: General Manager Recruitment Source: **Exigent Circumstances**

Job Title: Assistant to General Mgr/Special Projects Director Recruitment Source: **Exigent Circumstances**

Job Title: Sports Director Recruitment Source: **Exigent Circumstances**

6) Total # of Interviewees Referred: For the period from March 23, 2020, through March 22, 2021, this Employment Unit interviewed 3 interviewees for full-time job vacancies.

7) Supplemental Recruitment Initiatives.

(a) Initiative: Internship Program

1. The Employment Unit has established an internship program to afford local students from area school districts, and Sam Houston State University students in the departments of Radio/Television and Marketing, to serve as interns at the stations. Interns spend time at the stations or on location with station personnel during live broadcasts, gaining a broad and general overview of the radio broadcast industry. Interns are able to participate in discussions and planning for music programming, promotions and public service, as well as hands on operator experience. Interns are under the supervision of one of the station's program directors, and work with the programming staff. They also have interactions with the sales and administrative staffs. Upon successful completion of the internship, students can earn credit toward their degree or various high school programs. The internship initiative has resulted in the hiring of some of its participants on a part-time basis, to allow them to continue learning and gaining experience in the broadcast industry. The Employment Unit is currently hosting three interns.
2. The Employment Unit works directly with the CTE (Career Technology Education) initiative at Huntsville High School teaching and giving students the opportunity to use video equipment for on-line video presentations of local sports broadcasts. This program assists members of the community to learn about and acquire skills necessary for potential broadcast employment.

(b) Participation in Community/Educational Events

1. The Employment Unit sponsored a Chamber "Business After Hours" where community and chamber members came and learned about the Employment Unit's stations, were introduced to our staff members, and learned about specific jobs and prospective opportunities in our business.
2. Employment Unit Management is enrolled in the Chamber Leadership Institute, an intensive year-long course, to learn about community institutions and explore significant, specific ways our stations can contribute to our community, and develop leadership skills that can be applied in our local market for the future. Part of the program is familiarizing the Chamber about our broadcast operations and explaining opportunities for community members to learn about careers and what it takes to work in broadcasting.
3. Due to health and safety restrictions as a result of the COVID-19 Pandemic, local career fairs and banquet events were canceled during this reporting period. In prior periods, Employment Unit staff members have attended various programs in the area to hand out literature and answer questions about careers in broadcasting, and have been specifically involved with Sam Houston State University, Huntsville ISD and New Waverly ISD job and career fairs.

(c) Initiative: Manager EEO Training

Management personnel from HEH Communications reviewed the FCC's EEO FAQ ("FAQs About Equal Employment Opportunity Rules") at <https://www.fcc.gov/general/eo-frequently-asked-questions>. The FAQ provides a wide-ranging guide to the FCC's EEO rules and policies. Management then evaluated the FAQ's guidance as pertains to the Employment Unit's EEO policies and practices.