

## WEEK-TV

The attached EEO Public File Report covers the period November 1, 2015 – July 31, 2016. WEEK-TV was the subject of an assignment that closed effective November 1, 2015, and the current licensee became the licensee as of November 1, 2015. The current licensee's EEO reporting obligation commenced as of November 1, 2015, which is why the attached report covers the period November 1, 2015 – July 31, 2016.

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Television Maintenance Engineer	7-9, 14, 24, 28, 30, 33, 39-40, 44, 58, 65, 69	58
Local Sales Assistant	1, 7-9, 14-15, 24, 28, 30, 32-34, 37-40, 44, 52-53, 65, 67-70, 72, 74-76, 78-79	1
Administrative Assistant	2-18, 20-22, 24-28, 30-31, 33, 35, 39- 44, 46-47, 49-51, 54, 57, 59-66, 69, 71, 77, 80	51
Sales Account Executive	7-9, 14-15, 23-24, 28, 30, 32-34, 37-40, 44, 52-53, 65, 67-68, 70, 72, 74-76, 78- 79	33
Local Sales Assistant	7-9, 14-15, 24, 28-30, 32-34, 36-40, 44, 48, 52-53, 65, 67-70, 72, 74-76, 78-79	33
Anchor	7-9, 14-15, 24, 28-30, 32-34, 36-40, 44, 52-53, 55, 65, 67-70, 72-76, 78-79	73
News Director	2-22, 24-30, 32-41, 43-45, 49-50, 52- 54, 56-57, 59-62, 66-72, 74-80	19

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Agency Referral	N	1
2	Anixter Center's Professional Placement Program 2001 N. Clybourn 3rd Floor Chicago, Illinois 60614 Phone : 773-248-6500 ext 248 Email : Lkaige@anixter.org Liz Kaige	N	0
3	Augustana College 639 38th Street Rock Island, Illinois 61201 Phone : 309-794-7426 Email : aaodt@augustana.edu Douglas Tschopp	N	0
4	Aurora University 347 South Gladstone Ave. Aurora, Illinois 60506 Phone : 630-892-6431 Email : career@aurora.edu Fax : 1-630-844-5463 Te Reid	N	0
5	Back of the Yards Neighborhood Council 1751 W. 47th Street Chicago, Illinois 60609 Phone : 773-523-4416 Email : yayacm@msn.com Job Placement	N	0
6	Blackburn College 700 College Ave. Carlinville, Illinois 62626 Phone : 217-854-3231 Email : johare@blackburn.edu Fax : 1-217-854-3713 Jerry O Hare	N	0
7	Bradley University Dept of Communications 1501 W Bradley Ave Peoria, Illinois 61625 Phone : 309-677-2998 Url : http://www.bradley.edu Email : zohoori@bradley.edu Dr. Ali R Zohoori	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Bradley University Smith Career Center 1501 W Bradley Ave Peoria, Illinois 61625 Phone : 309-677-2510 Url : <a href="http://www.bradley.edu">http://www.bradley.edu</a> Email : <a href="mailto:lhinthorn@bradley.edu">lhinthorn@bradley.edu</a> Lisa Hinthorn	N	0
9	Broadcast Employment Service PO Box 4116 Oceanside, California 92052 Phone : 800-374-0119 Url : <a href="http://www.tvjobs.com">http://www.tvjobs.com</a> Email : <a href="mailto:info@tvjobs.com">info@tvjobs.com</a> Mark Halloway	N	0
10	Cambodian Association of Illinois 2831 W. Lawrence Chicago, Illinois 60625 Phone : 773-878-7090 Fax : 1-773-878-5299 Job Coordinator	N	0
11	Chicago Defender (African American Newspaper) 2400 S. Michigan Chicago, Illinois 60616 Phone : 312-225-2400 Fax : 1-312-225-9231 Job Placement	N	0
12	Chicago State University 95th Street at King Drive Chicago, Illinois 60628 Phone : 773-995-2823 Email : <a href="mailto:mba@mbaweb.org">mba@mbaweb.org</a> Fax : 1-773-995-2329 Abdule Mahdi	N	0
13	Chinese Mutual Aid Association 1016 W. Argyle Chicago, Illinois 60640 Phone : 773-784-2900 Fax : 1-773-784-2984 Romy Arrieta	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
14	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : <a href="http://www.collectivetalent.com">http://www.collectivetalent.com</a> Email : <a href="mailto:bille@michaelsmedia.com">bille@michaelsmedia.com</a> Michael Bille	N	0
15	Columbia College Chicago 600 S Michigan Ave Chicago, Illinois 60605 Phone : 312-369-7280 Url : <a href="http://www.colum.edu">http://www.colum.edu</a> Email : <a href="mailto:columbiaworks@colum.edu">columbiaworks@colum.edu</a> Evonne Mathews	N	0
16	Communications and Media Program Capital Area Career Center 2201 Toronto Road Springfield, Illinois 62712 Phone : 217-529-5431 x. 164 Fax : 1-217-529-7861 Jim Grimes	N	0
17	Community Renewal Society 332 S. Michigan Avenue Chicago, Illinois 60604 Phone : 312-427-4830 Fax : 1-312-427-6130 Althen Blakey	N	0
18	Concordia University 7400 Augusta River Forest, Illinois 60305 Phone : 708-771-8300 Email : <a href="mailto:mba@mbaweb.org">mba@mbaweb.org</a> Fax : 1-708-209-3176 Dan Walther	N	0
19	Current Employee/Internal Promotion	N	1
20	Eastern Illinois University 600 Lincoln Ave. Charleston, Illinois 61920 Phone : 217-581-2412 Url : <a href="http://www.jobsrv.eiu.edu">www.jobsrv.eiu.edu</a> Email : <a href="mailto:jastevens2@eiu.edu">jastevens2@eiu.edu</a> Jan Stevens	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
21	Electronic Media 740 North Rush Street Chicago, Illinois 60611 Phone : 312) 649-5385 Fax : 1-312-649-7937 Robbie Ehrhardt	N	0
22	Elmhurst College 190 Prospect Elmhurst, Illinois 60126 Phone : 630-617-3190 Email : mba@mbaweb.org Fax : 1-630-617-3393 Annett Coduto	N	0
23	Employee Referral	N	1
24	Eureka College Career Services 300 E College Ave Eureka, Illinois 61530 Phone : 309-467-6413 Url : <a href="http://www.eureka.edu">http://www.eureka.edu</a> Email : kharris@eureka.edu Kelly Harris	N	0
25	Governors State University One University Parkway University Park, Illinois 60466 Phone : 708-534-5000 Email : mba@mbaweb.org Fax : 1-708-534-1173 Robbye Peppers	N	0
26	Greenville College 315 East College Box 159 Greenville, Illinois 62246 Phone : 618-664-6551 Email : mba@mbaweb.org Fax : 1-618-664-6555 Cary Holman	N	0
27	Harold Washington College 30 E. Lake Street Chicago, Illinois 60601 Phone : 312-553-5600 Fax : 1-312-553-3130 James W. Sloss Jr.	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
28	Heartland Community College 1500 W Raab Rd Normal, Illinois 61761 Phone : 309-268-8034 Url : <a href="http://www.heartland.edu">http://www.heartland.edu</a> Email : <a href="mailto:career.services@heartland.edu">career.services@heartland.edu</a> Pamela Westerdahl	N	0
29	IDES Employment Service 406 Elm Street Peoria, Illinois 61605 Phone : 309-495-8927 Url : <a href="http://www.ides.illinois.gov">http://www.ides.illinois.gov</a> Vince Knight Manual Posting	N	0
30	Illinois Central College Placement Service One College Drive Room L-221 E Peoria, Illinois 61635 Phone : 309-694-5321 Url : <a href="http://www.icc.edu">http://www.icc.edu</a> Email : <a href="mailto:dgries@icc.edu">dgries@icc.edu</a> Dawn Gries	N	0
31	Illinois College 1101 West College Ave. Jacksonville , Illinois 62650 Phone : 217-245-3040 Email : <a href="mailto:mba@mbaweb.org">mba@mbaweb.org</a> Fax : 1-217-245-3071 Jennifer Reif	N	0
32	Illinois Media School 455 Eisenhower Lane South Suite 200 Lombard, Illinois 60148 Phone : 630-916-1700 Url : <a href="http://beonair.com">beonair.com</a> Email : <a href="mailto:cjackson@beonair.com">cjackson@beonair.com</a> Carl Jackson	N	0
33	INDEED 7501 N Capital of TX Hwy Building B Austin, Texas 78731 Phone : 1-800-504-1675 Url : <a href="http://www.indeed.com">www.indeed.com</a> Indeed Team Manual Posting	N	6

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
34	KBJR-TV 246 S. Lake Ave Duluth, Minnesota 55802 Phone : 218-720-9642 Email : kmmartin@kbjr.com Kayla Martin	N	0
35	Kenwood Oakland Community Organization 1005 E. 43rd Street Chicago, Illinois 60653 Phone : 773-548-7500 Fax : 1-773-548-9264 Brian Malone	N	0
36	KTIV-TV 2929 Signal Hill Drive Sioux City, Iowa 51108 Phone : 712-239-2621 Email : kclayton@ktiv.com Kathy Clayton	N	0
37	KTTC-TV 6301 Bandel Rd. NW Rochester, Minnesota 55901 Phone : 507-535-8904 Email : jneyens@kttc.com Jodi Neyens	N	0
38	KWWL-TV 500 E. Fourth St. Waterloo, Iowa 50703 Phone : 319-291-1200 Email : syoungblut@kwwl.com Sandy Youngblut	N	0
39	Medialine 1209 Wood Valley Rd Augusta, Georgia 30909 Phone : 706-364-7564 Url : <a href="http://www.medialine.com">http://www.medialine.com</a> Email : paul@medialine.com Mark Shilstone	N	0



**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
40	Midstate College Placement Department 411 W Northmoor Rd Peoria, Illinois 61614 Phone : 309-692-4092 Url : <a href="http://www.midstate.edu">http://www.midstate.edu</a> Email : <a href="mailto:jgreenan@midstate.edu">jgreenan@midstate.edu</a> Jennie Greenan	N	0
41	Millikin University 1184 W. Main Street Decatur, Illinois 62522 Phone : 217-424-6294 Email : <a href="mailto:career-center@millikin.edu">career-center@millikin.edu</a> Pam Folger	N	0
42	Monmouth College 700 East Broadway Monmouth, Illinois 61462 Phone : 309-457-2115 Email : <a href="mailto:mba@mbaweb.org">mba@mbaweb.org</a> Fax : 1-309-457-2363 Mindy Damewood	N	0
43	Moody Bible Institute Chicago Chicago, Illinois Phone : 312-329-4414 Email : <a href="mailto:patrick.friedline@moody.edu">patrick.friedline@moody.edu</a> Fax : 312-329-8976 Patrick Friedline	N	0
44	National Alliance of State Broadcasters Association 2333 Wisconsin Street NE Albuquerque, New Mexico 87110 Phone : 505-881-4444 Url : <a href="http://www.careerpage.org">http://www.careerpage.org</a> Email : <a href="mailto:suzanstrong@nmba.org">suzanstrong@nmba.org</a> Suzan Strong	N	0
45	North Central College 30 North Brainard Street Box 3063 Naperville, Illinois 60566 Phone : 630-637-5142 Email : <a href="mailto:mba@mbaweb.org">mba@mbaweb.org</a> Fax : 1-630-637-5146 Jeff Denard	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
46	North Central College 30 N. Brainard Street Naperville, Illinois 60540 Phone : 630-637-5141 Email : career.development@noctrl.edu Marlene Starzyk	N	0
47	Oakton Community College 1600 East Golf Road Des Plaines, Illinois 60016 Phone : 847-635-1735 Email : careerservices@oakton.edu Fax : 1-847-635-2636 Annette Partak	N	0
48	Other Source	N	6
49	Parkland College 2400 W. Bradley Avenue A175 Champaign, Illinois 61821 Phone : 217-351-2536 Fax : 1-217-351-2882 Carolyn Martin	N	0
50	Peoria Community Action Agency 711 W. McBean Peoria, Illinois 61605 Phone : 309-671-3900 Fax : 1-309-671-3913 Connie Johnson	N	0
51	PeoriaHelpWanted.com 331 Fulton Street Suite 1200 Peoria, Illinois 61602 Phone : 800-365-8630 Url : <a href="http://regionalthelpwanted.com/peoria-jobs">http://regionalthelpwanted.com/peoria-jobs</a> Lisa Secrest Manual Posting	N	2
52	Quincy Herald Whig 130 S. Fifth St. Quincy, Illinois 62301 Phone : 217-221-3307 Email : cbwilson@whig.com Christina Wilson	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
53	Quincy Media, Inc. 130 S. Fifth St. Quincy, Illinois 62301 Phone : 217-223-5019 Email : schurch@qni.biz Shanna Church	N	0
54	Richland Community College One College Park Decatur, Illinois 62526 Phone : 217-875-7211 Fax : 1-217-875-7783 Michael Diggs	N	0
55	Self Referral	N	1
56	Southern Illinois University Southern Illinois University Woody Hall, B204 Carbondale, Illinois 62901 Phone : 618-453-2391 Email : postjobs@siu.edu Beverly Robbins	N	0
57	Southern Illinois University-Edwardsville Campus-Box-1620-SIUE Edwardsville, Illinois 62026 Phone : 618-650-3656 Email : careerdevelopment@siue.edu Fax : 1-618-650-3656 Susan Seibert	N	0
58	Station On-Air Advertisement	N	1
59	The JobFile 815 Long Road Glenview, Illinois 60025 Phone : 847-729-6397 Email : borowmaq@aol.com Bob Roberts	N	0
60	The Rainbow Push Coalition 930 E. 50th Street Chicago, Illinois 60615 Phone : 773-256-2771 Fax : 1-773-373-4999 Demetria Crowder	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
61	Tri-County Urban League 317 South McArthur Peoria, Illinois 61605 Phone : 309-672-4363 Email : agordon@tcpul.com Fax : 1-309-672-4366 Annie Gordon	N	0
62	Triton College 2000 Fifth Avenue River Grove, Illinois 60171 Phone : 708-456-0300 Email : careerservices@triton.edu Fax : 1-708-583-3108 Shivonne Mckissee	N	0
63	University of Illinois at Springfield One University Plaza Student Affairs Building, Room 50 Springfield, Illinois 62703 Phone : 217-206-6508 Email : careerservices@uis.edu Student Affairs	N	0
64	University of Illinois Chicago 601 South Morgan-M/C 102 Chicago, Illinois 60607 Phone : 312-996-2969 Email : mba@mbaweb.org Fax : 1-312-413-0383 Andres Garza	N	0
65	University of Iowa School of Journalism and Mass Communications 100 Adler Journalism Building Iowa City, Iowa 52242 Phone : 319-335-3427 Url : <a href="http://www.clas.uiowa.edu">http://www.clas.uiowa.edu</a> Email : paul-w-jensen@uiowa.edu Paul Jensen	N	0
66	Veterans Assistance Commission 157 N. Main Street Suite 115 Edwardsville, Illinois 62025 Phone : 618-296-4752 Email : dlbellm@co.madison.il.us Fax : 1-618-692-8958 David Belm	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
67	WAOW-TV 1908 Grand Ave. Wausau, Wisconsin 54403 Phone : 715-842-2251 Email : kfuller@waow.com Kelly Fuller	N	0
68	WBNG--TV 560 Columbia Drive Johnson City, New York 13790 Phone : 607-584-7215 Email : cgarger@wbngtv.com Kate Garger	N	0
69	WEEK On Air Announcement 2907 Springfield Rd East Peoria, Illinois 61611 Phone : 3096983784 Url : www.CINewsNow.com Sara Smithson Manual Posting	N	0
70	WGEM-TV 513 Hampshire Quincy, Illinois 62301 Phone : 800-728-6600 Email : tstutheit@wgem.com Terri Stutheit	N	0
71	Wheaton College 501 College Ave. Wheaton , Illinois 60187 Phone : 630-752-5048 Email : mba@mbaweb.org Fax : 1-630-752-5448 Jared Abuhl	N	0
72	WKOW-TV 5727 Tokay Blvd. Madison, Wisconsin 53719 Phone : 608-274-1234 Email : bbeer@wkow.com Bonnie Beer	N	0
73	Word of Mouth Referral	N	1

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
74	WPTA-TV 3401 Butler Rd. Fort Wayne, Indiana 46808 Phone : 260-407-0064 Email : cindyb@incnow.tv Cindy Bennett	N	0
75	WREX-TV 10322 Auburn St. Rockford, Illinois 61103 Phone : 800-223-9739 Email : twesseln@wrex.com Theresa Wesseln	N	0
76	WSJV-TV 58096 CR #7 S Elkhart, Indiana 46517 Phone : 800-975-8881 Email : ttesch@fox28.com Teddi Tesch	N	0
77	WTMX 130 Randolph #270 Chicago, Illinois 60601 Phone : 312-946-4798 Email : awicklund@bonnevillechicago.com Amy Wicklund	N	0
78	WVVA-TV 3052 Big Laurel Highway Bluefield, West Virginia 24701 Phone : 304-325-5487 Email : asluss@wvva.com Audrey Sluss	N	0
79	WXOW-WQOW TV PO Box 3119 La Crosse, Wisconsin 54602 Phone : 507-895-9872 Email : twopat@wxow.com Thersa Wopat	N	0
80	WZND Radio at Illinois State University Illinois State University Campus Box 4481 Normal, Illinois 61790 Phone : 309-438-7409 Email : dllesse@ilstu.edu Deb Lesser	N	0

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>20</b>

**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	2/18/2016	Participation in Job Fairs	Attended Bradley Spring and Internship Fair Informed the students of our Quinternship opportunity as well as part time positions that they would be eligible to apply for. Spoke to approx 30 students.	1	HR/Administrative Assistant
2	3/15/2016	Establishment of an intern program designed to assist members of the community	The purpose behind the Quinternship Paid Internship Program is to offer students in journalism, broadcasting, communication and related fields the opportunity to gain hands-on experience in television, radio, print and interactive businesses. Students who participate will gain a wide variety of practical experience and will receive an hourly wage. The company strives to offer this opportunity to a diverse group of interns.	1	News Director Creative Services Manager
3	3/23/2016	Provision of training to management	Management Training to establish and maintain positive employee relations. The following were some of the topics covered: Tips on Hiring Do's and Don'ts, onboarding, expectation of both supervisor and employee and taking corrective actions regarding performance and behavior, writing job ads, offer letters, the importance of documentation, FMLA, absenteeism, employee assistance programs, harassment, performance reviews and dealing with the "tough stuff".	9	Dept. Mgr (6) GM AA AA
4	4/26/2016	Provision of training to management	The following were some of the topics covered: Covering the ten steps to EEO Compliance. It is very important to follow the rules on reporting the correct information to Sara Smithson. She has to follow the rules and regulations on reporting it to Broadcast 1 Source so we are in compliance with the EEO. Jena also covered how important the EPI is. The EPI is what starts the ball rolling for new hires and terminations. We also discussed I-9's the importance of them to Homeland Security	7	Dept. Mgr (5) GM AA



**WEEK**  
**EEO PUBLIC FILE REPORT**  
**November 1, 2015 - July 31, 2016**

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
5	7/20/2016	Provision of training to personnel of unaffiliated non-profit organizations	During two full days of meetings, July 20 & 21, 2016, convened by the Station's parent company, station personnel with substantial responsibility in HR functions attended multiple sessions regarding a wide variety of employment issues including hiring practices, personnel file maintenance and other record keeping, practices in rehires, benefits, and transition of employees from part-time to full-time, and the FCC's EEO rules. These sessions were led and moderated by a combination of outside consultants, the Company's HR Director, and outside legal counsel.	1	Administrative Human Resources Manager