

## **ANNUAL EEO PUBLIC FILE REPORT**

For the Period Beginning June 1, 2015 and Ending May 31, 2016

This Report is Not Required if Unit Has Fewer Than Five Full-Time Employees.

This report consists of:

Part 1: Station Information

Part 2: Recruitment sources/interviewees for each full-time vacancy

Part 3: Recruitment Initiatives

Preparer: William Fuerst

Signature:



Title: General Manager

Date: May 31, 2016

Telephone: (208) 523-3722

This report, which usually covers the prior 12-month period, is to be placed in each station's public file and web site (if applicable) every year on the anniversary of the due date of the station's renewal application.

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## PART 1

This report covers the following employment units:

<u>CALL SIGN</u>	<u>AM/FM</u>	<u>FACILITY ID#</u>	<u>COMMUNITY OF LICENSE</u>	<u>STATE</u>	<u>LMA</u>
KLCE	FM	71772	Blackfoot	ID	No
KCVI	FM	71785	Blackfoot	ID	No
KEII	AM	71780	Blackfoot	ID	No
KEIR	AM	71775	Idaho Falls	ID	No
KTHK	FM	33447	Idaho Falls	ID	No
KFTZ	FM	18116	Idaho Falls	ID	No

Attached is information concerning the recruitment efforts undertaken by the employment unit to fill the full-time vacancies during the period covered by this report.

A total of 8 full-time vacancies were filled by the employment unit.

A total number of 33 persons were interviewed for all the full-time vacancies.

## EEO Public File Report

### Employment Unit Covered:

KLCE(FM), KFTZ(FM), KCVI(FM), KTHK(FM), KEIR(AM), KEII(AM)

### Reporting Period

June 1, 2015 – May 31, 2016

**Full time vacancies filled during reporting period and recruitment/referral sources used to seek candidates for each vacancy:**

Job Title of FT Vacancy	Date Filled	Hire Source	Recruitment Source
Account Executive	8/17/15	Website ad	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites
Business Manager/Accountant	8/17/15	Website ad	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites
Front Desk Assistant	9/14/15	BYU-I posting	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites
Account Executive	9/14/15	Radio ad	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites
News Reporter	1/18/16	BYU-I posting	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites
Afternoon Host/DJ	3/14/16	All Access	See Recruitment Source List for entries; Additional recruitment sources used: KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites

IT Systems Administrator

4/5/16

Internal

**See Recruitment Source List for entries; Additional recruitment sources used:** KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites

Business Office/Traffic Assistant

4/7/16

Website ad

**See Recruitment Source List for entries; Additional recruitment sources used:** KLCE, KFTZ, KCVI, KTHK, and KEII/KEIR websites

**Total Number of Interviewees For Full-Time Vacancies Filled During Reporting Period Per Recruitment Sources**

Recruitment Source	Number of Interviewees
Station Websites	6
Indeed.com	6
BYU-Idaho Career Services	2
Internal (Employees interviews for new positions)	2
LDS Employment Services (jobs.lds.org)	4
Idaho Department of Labor – Idaho Falls (Idaho Job Service)	1
Idaho State University Career Services	2
All Access Music Group	4
Referrals from employees	2
BYU-Idaho Career Fair	1
Radio ads	3

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY 1

**Activity:** Idaho Falls Rotary Club Career Panel

**Date:** June 24, 2015

**Preparer:** Brad Barlow

**Host/Sponsor of Activity:** Idaho Falls Rotary Club

**Participating Station Personnel:** Brad Barlow and Tara Moss, co-hosts of the morning show on Z103

**Description of activity and scope of station participation:**

Brad Barlow and Tara Moss spoke to members of the Idaho Falls Rotary Club about jobs in radio and answered questions from the audience.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY 2

**Activity:** Careers on Wheels Day

**Date:** September 18, 2015

**Preparer:** Brad Barlow

**Host/Sponsor of Activity:** Rocky Mountain Middle School

**Participating Station Personnel:** Brad Barlow and Tara Moss, co-hosts of the morning show on Z103

**Description of activity and scope of station participation:**

Brad Barlow and Tara Moss answered student's questions about jobs in radio.



## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 3

**Activity:** Boy Scout Career Exploration

**Date:** October 1, 2015

**Preparer:** Jamie Prestwich

**Host/Sponsor of Activity:** Riverbend Communications/Boy Scouts of America

**Participating Station Personnel:** Matty Merrill, Afternoon Host KFTZ

**Description of activity and scope of station participation:**

Matty Merrill led scouts on a tour of the stations and talked to them about careers in all aspects of radio and communications.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 4

**Activity:** Brigham Young University – Idaho Career Fair

**Date:** October 8, 2015

**Preparer:** Andrea Smith

**Host/Sponsor of Activity:** Brigham Young University - Idaho

**Participating Station Personnel:** Andrea Smith, Human Resources

**Description of activity and scope of station participation:**

We hosted a booth and spoke to college students about careers and internships in radio and the Communications industry. We collected resumes and applications.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY 5

**Activity:** Professional Technical Panel

**Date:** October 21, 2015

**Preparer:** Brad Barlow

**Host/Sponsor of Activity:** Compass Academy School

**Participating Station Personnel:** Brad Barlow and Tara Moss, co-hosts of the morning show on Z103

**Description of activity and scope of station participation:**

Brad Barlow and Tara Moss answered student's questions about jobs in radio and spoke to the students about communications careers.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 6

**Activity:** Idaho State University Career Fair

**Date:** February 17, 2016

**Preparer:** Andrea Smith

**Host/Sponsor of Activity:** Idaho State University

**Participating Station Personnel:** Andrea Smith, Human Resources

**Description of activity and scope of station participation:**

We hosted a booth and spoke to college students about careers and internships in radio and the Communications industry. We collected resumes and applications.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 7

**Activity:** Brigham Young University – Idaho Career Fair

**Date:** February 19, 2016

**Preparer:** Andrea Smith

**Host/Sponsor of Activity:** Brigham Young University - Idaho

**Participating Station Personnel:** Andrea Smith, Human Resources

**Description of activity and scope of station participation:**

We hosted a booth and spoke to college students about careers and internships in radio and the Communications industry. We collected resumes and applications.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY 8

**Activity:** Read Across America Career Day

**Date:** March 2, 2016

**Preparer:** Brad Barlow

**Host/Sponsor of Activity:** Hillview Elementary School

**Participating Station Personnel:** Brad Barlow and Tara Moss, co-hosts of the morning show on Z103

**Description of activity and scope of station participation:**

Brad Barlow and Tara Moss answered student's questions about jobs in radio and read to the students at an assembly.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 9

**Activity:** ISU Women & Work Conference

**Date:** March 9, 2016

**Preparer:** Brad Barlow

**Host/Sponsor of Activity:** Idaho State University

**Participating Station Personnel:** Brad Barlow and Tara Moss, co-hosts of the morning show on Z103.

**Description of activity and scope of station participation:**

Brad and Tara spoke with college students, administrators, and other attendees about Communications careers and how women are involved at all levels of the Communications industry. They later hosted the Women at Work Fashion Show.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 10

**Activity:** South Freemont High School Career Day

**Date:** March 16, 2016

**Preparer:** Matty Merrill

**Host/Sponsor of Activity:** South Freemont High School

**Participating Station Personnel:** Matty Merrill, afternoon host on KFTZ

**Description of activity and scope of station participation:**

Matty spoke to students about his job and answered questions about careers in radio.



## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 11

**Activity:** BYU-I Communications Internship Fair

**Date:** March 17, 2016

**Preparer:** Nate Eaton

**Host/Sponsor of Activity:** Brigham Young University – Idaho Communications Department

**Participating Station Personnel:** Nate Eaton, News Director

**Description of activity and scope of station participation:**

We hosted a booth and spoke to college students about careers and internships in radio and the Communications industry. We collected resumes and applications.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY 12

**Activity:** Boy Scouts of America Career Exploration

**Date:** April 14, 2016

**Preparer:** Jamie Prestwich

**Host/Sponsor of Activity:** Boy Scouts of America and Riverbend Communications

**Participating Station Personnel:** Matty Merrill, Afternoon Host Z103

**Description of activity and scope of station participation:**

Matty Merrill led scouts on a tour of the stations and talked to them about careers in all aspects of radio and communications.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 13

**Activity:** Mayor's Business Day

**Date:** April 19, 2016

**Preparer:** Jamie Prestwich

**Host/Sponsor of Activity:** City of Idaho Falls and Grow Idaho Falls

**Participating Station Personnel:** Jamie Prestwich, Promotions Coordinator

**Description of activity and scope of station participation:**

We hosted a booth at the Mayor's Business Day. We answered questions about employment opportunities at Riverbend Communications and communications careers and internships. We also promoted the communications industry in our area.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 14

**Activity:** Transitions, Inc. Vocational Training Services

**Date:** April 28, 2015

**Preparer:** Jamie Prestwich

**Host/Sponsor of Activity:** Transitions, Inc. Vocational Training Services

**Participating Station Personnel:** Robert Patten, Digital Department

**Description of activity and scope of station participation:**

We led students on a tour of our studios and spoke to them about careers in radio and communications. We answered questions about how to pursue jobs in the communications industry.

## PART 3

### SUPPLEMENTAL RECRUITMENT INITIATIVES

#### ACTIVITY 15

**Activity:** Internships

**Date:** June 1, 2015 – May 31, 2016

**Preparer:** Andrea Smith

**Host/Sponsor of Activity:** Riverbend Communications

**Participating Station Personnel:** Mike Nelson, Operations Manager and Morning Show Host KLCE; Nate Eaton, News Director; Bill Fuerst, General Manager – (interns help with all aspects of our business)

**Description of activity and scope of station participation:** We provide internships for college students studying Communications who are interested in work experience at our studios. The hours and dates of their work vary. The following is a list interns from June 1, 2015 – May 31, 2016.

Intern #1(Caucasian Male) – News/Social Media Internship (July 2015 – October 2015) from Brigham Young University - Idaho

Intern #2 (Caucasian Female) – News Writer Internship (July 2015 – September 2015) from Brigham Young University - Idaho

Intern #3 (Caucasian Female) – Web Developer Internship (January 2016 – May 2016) from Eastern Idaho Technical College

Intern #4 (Caucasian Male) – News Writer Internship (February 2016 – April 2016) from Brigham Young University-Idaho

## Outreach List and Recruitment Sources

All Access Music Group	<a href="http://www.allaccess.com">www.allaccess.com</a> 28955 Pacific Coast Hwy., Ste. 210-5 Malibu Coast Hwy., CA 90265	310-457-6616
American Broadcasting School	Michelle McConnell <a href="mailto:michelle@radioschool.com">michelle@radioschool.com</a> 712 North Watson Road, Ste. 200 Arlington, TX 76011	817-695-2474
Art Institute of Utah	Reenie McFarland <a href="mailto:mmcfarland@aii.edu">mmcfarland@aii.edu</a> 121 Election Road Draper, UT 84020-9492 Reenie McFarland - Assis. Dir. Of Career Services	801-601-4723  801-601-4712
Boise State University	<a href="http://handshake.com">handshake.com</a> Vickie Coale <a href="http://career.boisestate.edu">career.boisestate.edu</a> 1910 University Drive Boise, ID 83725-1310	208-426-1747
Broadview University	<a href="mailto:mveo@broadviewuniversity.edu">mveo@broadviewuniversity.edu</a> 1902 West 7800 South West Jordan, UT 84088	801-3044-4224
BYU Alumni Placement	Campus Placement Services Provo, UT 84602	801-422-6936
BYU Native American Programs	<a href="mailto:nap@byu.edu">nap@byu.edu</a> BYU/342 Harman Building Provo, UT 84602	801-422-7223
BYU Idaho Broadcasting	244 Kimball Building Provo, UT 84602	208-496-2936
BYU Idaho Communications	<a href="mailto:peck@byui.edu">peck@byui.edu</a> 244 Kimball Building Rexburg, ID 83460-0210	208-496-2833
BYU Idaho Career Placement	<a href="mailto:careernavigator@byui.edu">careernavigator@byui.edu</a>	208-496-2831
BYU Idaho College of Business	<a href="mailto:cbcinternships@byui.edu">cbcinternships@byui.edu</a>	208-496-2831

Smith Building 215  
Rexburg, ID 83460-0810

BYU Idaho Communications Dept.	Mark Skinner <a href="mailto:skinnerm@byui.edu">skinnerm@byui.edu</a> Jay Hildebrant <a href="mailto:hildebrandtj@byui.edu">hildebrandtj@byui.edu</a> <a href="mailto:cannonm@byui.edu">cannonm@byui.edu</a> 244 Kimball Building Rexburg, ID 83460-0210	208-496-3710
BYU Idaho Internships	<a href="mailto:careernavigator@byui.edu">careernavigator@byui.edu</a> <a href="mailto:merrillm@byui.edu">merrillm@byui.edu</a>	208-496-2290
LDS Employment Services The Church of Jesus Christ of Latter-day Saints	Job postings on our websites automatically migrate to all LDS Employment entities. The Church set up their sites to do that.	
The College of Idaho	Nancy Johnson Kasulo <a href="mailto:mismith@collegeofidaho.edu">mismith@collegeofidaho.edu</a> 2112 Cleveland Boulevard Caldwell, ID 83605	208-459-5680
College of Southern Idaho	Mary Olson <a href="mailto:molson@csi.edu">molson@csi.edu</a> PO Box 1238 Twin Falls, ID 83303	208-732-6278
Deseret Industries	4485 South Main Street Murray, UT 84107	801-262-6467
Eastern Idaho Technical College	Hailey Mack Career Placement & Recruitment Coordinator <a href="mailto:Hailey.mack@my.eitc.edu">Hailey.mack@my.eitc.edu</a> 1600 S. 25 <sup>th</sup> East Idaho Falls, ID 83404	208-524-3000
Idaho State University	<a href="mailto:careers@isu.edu">careers@isu.edu</a> 921 S. 8 <sup>th</sup> Stop 8108 Pocatello, ID 83209	208-282-2380
ITT Technical Institute	Lorraine Johnson <a href="mailto:Rjohnson23@itt-tech.edu">Rjohnson23@itt-tech.edu</a> 920 W. Levoy Drive Murray, UT 84123	801-263-3313



Idaho Department of Labor / Job Service of Idaho Falls	Jinny Boozer <a href="mailto:jinny.boozer@labor.idaho.gov">jinny.boozer@labor.idaho.gov</a> Idahoworks.gov	208-236-6710
Idaho Department of Labor / Job Service of Rexburg	William Angell <a href="mailto:william.angell@labor.idaho.gov">william.angell@labor.idaho.gov</a> PO Box 15, 316 North 3rd East Rexburg, ID 83440	208-557-2500
Indeed.com	Karen Ellis, Representative	(650) 528-2423
LDS Business College	<a href="mailto:soaring@ldsbc.edu">soaring@ldsbc.edu</a> <a href="http://www.jobs.lds.org">www.jobs.lds.org</a> 95 N. 300 West Salt Lake City, UT 84101	801-524-8147
Lewis and Clark State College	<a href="mailto:casws@lcsc.edu">casws@lcsc.edu</a> 500 8th Avenue Lewiston, ID 83501	208-792-2313
Radio Imaging/TV Affiliate Div.	257 Park Avenue, Ste. 900 New York, NY 10010	212-477-1666 x136
Tribal Employment Right Office	Julie Yates <a href="mailto:julieyates@sbtribes.com">julieyates@sbtribes.com</a> PO Box 306 Windowville Road Fort Hall, ID 83203	208-478-3848
TVandradiojobs.com	Online job posting site	
University of Idaho	<a href="http://handshake.com">handshake.com</a> Job Location and Development PO Box 44303, Brink Hall G-11 Moscow, ID 83844-3030	208-885-2778
Utah Valley University	<a href="mailto:csse@uvu.edu">csse@uvu.edu</a> 800 W. University Parkway, MS203 Orem, UT 84058	801-863-8915
Utah State University	Kim Iverson <a href="mailto:careerservices@usu.edu">careerservices@usu.edu</a> <a href="mailto:kim.iverson@usu.edu">kim.iverson@usu.edu</a> 4305 Old Main Hill Logan, UT 84322-4305	435-797-2644



Westminster College Career Svc.

[postjobs@westminstercollege.edu](mailto:postjobs@westminstercollege.edu)

801-832-259