

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

Reporting Period: December 1, 2021 – November 30, 2022

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:

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 here on their website.

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

Announcers/Programmers Full-Time

2/1/22-4/30/22

9/1/22-10/31/22

4/30/22-Present

Positions for multiple programming positions, including program directors, production managers and on-air announcements for full-time positions were posted for the time period 2/1/22-4/30/22 and again 9/1/22-10/31/22 on Allaccess.com. These positions were also posted from 4/30/22-PRESENT with the Brainerd Chamber of Commerce and the Nisswa Chamber of Commerce on their websites.

Advertisements were also made on R&J Radio Stations in the Eastern SEU. One application from an R&J employee referral was also received.

A total of sixteen (16) applications have been received to date: twelve (12) from Allaccess.com, three (3) from the Chamber of Commerce sites and one (1) from an employee referral. Nine (9) applicants were interviewed, three (3) were offered employment and accepted positions. All successful applicants came from Allaccess.com. Employment began on 3/13/22, 5/1/22 and 6/27/22, respectively.

Office Administrator/Receptionist Part-time

9/30/22-Present

On September 30, 2022, R&J Broadcasting began advertising to fill a part-time Office Administrator/Receptionist position at Brainerd Studio location. Advertisements were made on R&J Stations, the Brainerd Chamber of Commerce and Nisswa Chamber of Commerce websites. The position remains open as of this date, 11/30/22.

Sales/Account Executives Full and Part-Time

10/15/22-11/5/22

Between October 15, 2022 and November 5, 2022 R&J ran advertisements on R&J Stations for full and part-time Sales/Account Executives. Two (2) applications were received and both were interviewed but not hired. The positions remain open as of this date, 11/30/22.

Sales Executives, Full or Part-time

11/2021-4/30/22

In November of 2021, R&J Broadcasting began advertising to fill multiple positions for full or part-time account executives. Advertisements were placed on R&J Radio Stations and with Roos Advisors. A total of seven (7) applications were received: three (3) from R&J Radio Station ads, two (2) from Roos and two (2) were referrals, one employee referral and one referral from someone in the industry. Seven (7) were interviewed, two (2) were offered employment and accepted. Employment began 1/1/22 and 2/15/22, respectively. Both came from personal referrals.

Career Fair (Virtual)

R&J General Manager Don Elliot participated in a virtual Career Fair, hosted by the Minnesota Broadcasters' Association on May 18, 2022.

Internships

Two individuals approached R&J about internships opportunities at R&J stations for 2022-2023. Gillian Farinella, worked 20 hours a week (June 1-August 15th, 2022) and was supervised by Paul Vold, Operations Director. Ms. Farinella learned general radio duties, produced commercials, created sales one-sheets, appeared at 'live' events on behalf of R&J Broadcasting, Inc. She is a student at St. Thomas University in St. Paul, MN. Parker Schott is working 10 hours a week (October 1-May 31, 2023) and is supervised by Don Elliot, General Manager. Mr. Parker is learning radio general duties, focusing on the sports team and interview sports show. He is a student at Pequot High School and inquired about a sports internship through Devon Krueger, Sports Director/Account Executive.

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

Play-By-Play Sports Announcer/Video Production Specialist Full Time

4/15/22-1/15/22

Positions for multiple full-time employment as a Play-by-Play Sports Announcer/Video Production Specialist were posted between 4/15/22-6/15/22 on Indeed.com, R&J Radio Stations, KRJB, KRJM and KKCQ AM/FM (R&J Radio Ads), STAA.com, MBA, Concordia College, MSUM, NDSU, Minot State University, Bemidji State University, NDSCS, SW MN State, UND. Seven (7) applications were received: four (4) from STAA and three (3) were employee referrals. Five (5) candidates were interviewed and three (3) were hired. Employment began on 7/19/22, 7/22/22 and 8/1/22, respectively. Successful hires were: 2 referrals, 1 was previous applicant in another cluster from referred both from STAA and referral.

Ag Broadcaster Full-Time

6/28/22-8/31/22

Reposted 9/29/22-11/30/22

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 the NAFB website and on R&J Radio Stations. No applications have been received and the position remains open as of this Report.

Office Assistant Part-time

4/21/22-6/30/22

A position for a part-time office assistant was advertised on R&J Radio Stations between 4/21/22-6/30/2022. Three (3) applications were received, two (2) candidates were interviewed and one (1) was hired. Employment commenced on 9/1/22. One (1) additional application was received after the position was filled.

Sales Account Executives Full and Part-Time

11/9/22-11/19/22

Advertisements were run on R&J Stations to fill multiple full and part-time sales accounts executive positions. No applications have been received to date.

Career Fair

On July 19, 2022, R&J Sales Executive/Sports Announcer Jake Birkemeyer and Sports Manager, Chase Miller, participated in an in-person Career Fair hosted by the University of North Dakota Career Services in Grand Forks, North Dakota. Messrs. Birkemeyer and Miller spoke with several potential applicants about career opportunities in broadcasting. No applications or hires were made from this event.

On March 2, 2022, 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. No applications or 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 May 18, 2022.

Internships

Two individuals, Prestin Douville and Laura Hovland, approached R&J about internship opportunities at stations in Western SEU. Both were offered internships and accepted. Mr. Douville's internship started 5/16 - 8/19/22 and he worked 20 hours per week under the supervision of Sean Bjerk (Operations Director). Mr. Douville worked with on-air and sports announcing, remote broadcasts, and camera operations (Mr. Douville was a former part time employee that came back to the area during college summer break, knew about opportunity from past work experience.)

Ms. Hovland's internship was from 5/16 - 8/19/22 and she worked 40 hours per week under the supervision of Jim Birkemeyer (President/GM). Ms. Hovland worked with video production of commercials and programs, assisted with camera operations and remote broadcasts. Ms. Hovland was referred through extended family of an R&J employee.

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

Multiple Part-time positions (Sales, production, traffic, board operations, camera operators) 1/1/22-3/31/22

Advertisements to fill a variety of part-time positions, including sales, production, traffic, board operations and camera operators, were run on R&J Radio Stations between 1/1/22 and 3/31/22. Two (2) applications were received and one candidate was interviewed and hired to fill part-time announcer position. Employment began on 2/9/22.

On-Air Announcers/Sports Part-time 7/1/22-9/30/22

Advertisements to fill part-time on-air announcers/sports positions were run on R&J Radio Stations between 7/1/22 and 9/30/22. Three (3) applications were received, two (2) candidates were interviewed and both were hired. Employment began on 10/8/22 and 12/1/22, respectively.

On-Air Announcer/Board Operator Full-time 7/1/22-9/30/22

Advertisements to fill a full-time position as an on-air announcer/board operator were run on R&J Radio Stations between 7/1/22 and 9/30/22. This position remains currently open.

Career Fair

On August 9, 2022, R&J Broadcasting, Inc. hosted a Career Fair from 1-4pm at the International Falls studio location. Job seekers were invited to tour the facility, visit with staff and apply for open positions. Three R&J staff members were on hand to speak with potential applicants: GM Mike Bolstad, Announcer Timm Ringhoffer, and Office Administrator Nikki Silvers. The event was advertised on R&J Radio Stations and in the local newspaper, The Daily Journal. No hires were made from this event.

Virtual Career Fair

R&J General Manager Mike Bolstad participated in a virtual career fair hosted by the Minnesota Broadcaster's Association on May 18, 2022.

Internship

Owen Wherley of International Falls, MN was interviewed and offered an internship position with R&J Broadcasting, Inc. stations KSDM/KGHS at International Falls, MN on June 27, 2022. Mr. Wherley was the recipient of one of the R&J Broadcasting, Inc. scholarship awards for the 2021-2022 school. Mr.

Wherley's internship was supervised by General Manager Mike Bolstad and Sports Director, Timm Ringhofer. His job responsibilities included on-air announcing, sports broadcasts and some production and voicing of radio ads. Mr. Wherley is a student at International Falls High School and worked at the stations 10-12 hours per week from June 27, 2022-August 31, 2022.

R&J BROADCASTING, INC. RECRUITMENT INITIATIVES

(12/1/21-11/30/2022)

Historically, R&J Broadcasting, Inc. (the “Company” or “R&J”) has conducted and/or participated in a number of 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 prevalence of Covid19 in our stations’ communities has impacted R&J’s ability to conduct and/or participate in 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 2021 (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.

Since January 2022, one student in the Western Station Employment Unit has participated in the Job Shadowing/Open Broadcast Booth program during the broadcast of local high school sporting events under the direction of: R&J Play-by-Play Announcers, Jacob Birkemeyer and Kevin Kochmann. Specifically the student spent time with Kevin Kochmann, R&J assistant Operations Director and Tom Lano, and R&J Site Manager to learn and ask questions about the broadcast, the broadcast set up, how play-by-play works and how statistics sheets are compiled and kept.

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.

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), Joel Morgan, Chase Miller and James Cardarelli, and other R&J Play-by-Play Announcers. **CONFIRM:** Two of the local high schools (Thief River Falls and Bagley), provide classroom experience with communications/broadcast courses, where R&J Management and Play-by-Play Announcers have been invited to speak about careers in the broadcast industry.

Classroom Invitations: (Western SEU): In February of 2022, R&J's President, 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. 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 were notified by mail or telephone. In 2022, R&J had nine (9) applicants, across the three R&J Cluster Units who completed the necessary paperwork. Two students were awarded scholarships in May 2022.

R&J Broadcasting, Inc. Internship Program (All SEUs): During the summer of 2022 (June 2022-August 2022) and from the fall into next year (October 2022-May 2023), 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>Roos Advisors 1035 Hillside Drive North Brunswick, NJ 08902 (646) 933-1289</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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