

EEO Public File Report

Cox Media Group

KGLK-FM, KHPT-FM, KKBQ-FM, KTHT-FM, Houston, TX

April 1, 2015 - March 31, 2016

Full-Time Positions Filled

Full-Time Positio	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
1	Digital Campaign Specialist	6/9/2015	9/10/2015	Alvin Community College	0	0
1A		6/9/2015	9/14/2015	Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0
				C.T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- Cox Media Group Career Website	0	0
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	4	1
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0
				Lamar University	0	0
				Social Network- LinkedIn	1	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0
				Workforce Solutions	0	0
				Current Employee	1	1
				Employee Referral	2	0
				Not Specified/other	1	0
2	Account Executive	7/30/2015	9/16/2015	All Access Music Group	0	0
2A		7/30/2015	9/21/2015	Alvin Community College	0	0
				Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0
				C.T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- Cox Media Group Career Website	1	0
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	3	1
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0

Full-Time Positio	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
				Lamar University	0	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0
				Workforce Solutions	0	0
				Current Employee	2	1
				Employee Referral	0	0
				Other- Independent recruiter weekly notification	1	0
				Not Specified/other	0	0
3	Sales Assistant	8/6/2015	9/1/2015	Alvin Community College	0	0
				Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0
				C. T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- Cox Media Group Career Website	0	0
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	1	1
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0
				Lamar University	0	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Social Network- LinkedIn	1	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0
				Workforce Solutions	0	0
				Current Employee	0	0
				Employee Referral	1	0
				Not Specified/other	0	0
4	Office Manager	10/14/2015	12/14/2015	All Access Media Group	0	0
				Alvin Community College	0	0
				Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0

Full-Time Positio	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
				C.T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- Cox Media Group Career Website	2	1
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	0	0
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0
				Lamar University	0	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0
				Workforce Solutions	0	0
				Employee Referral	1	0
5	Digital Account Executive	10/28/2015	1/4/2016	All Access Media Group	0	0
				Alvin Community College	0	0
				Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0
				C.T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- CareerBuilder.com	1	0
				Internet- Cox Media Group Career Website	0	0
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	1	0
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0
				Internet- TheLadders.com	2	1
				Lamar University	0	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Other Job Board- not specified	2	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
				Workforce Solutions	0	0
				Current Employee	1	0
				Employee Referral	0	0
6	Sales Assistant	11/12/2015	12/14/2015	All Access Media Group	0	0
				Alvin Community College	0	0
				Asian American Family Services	0	0
				Assoc. for the Advancement of Mexican Americans	0	0
				Conrad N. Hilton College, University of Houston	0	0
				C.T. Bauer College of Business, University of Houston	0	0
				Harding University	0	0
				Houston Area Urban League	0	0
				Houston Hispanic Chamber of Commerce	0	0
				Internet- CareerBuilder.com	0	0
				Internet- Cox Media Group Career Website	0	0
				Internet- Glassdoor.com	0	0
				Internet- Indeed.com	1	0
				Internet- Diversityinc.com	0	0
				Internet- Simplyhired.com	0	0
				Internet- RecruitMilitary.com	0	0
				Internet- TheLadders.com	0	0
				Lamar University	0	0
				Media Alliance of Houston (Formerly American Women in Radio & TV)	0	0
				MHMRA of Harris County-Collaboration for Action	0	0
				NAACP	0	0
				Oklahoma State University	0	0
				Other Job Board- not specified	0	0
				Social Network- LinkedIn.com	1	0
				Stephen F. Austin University	0	0
				Texas A&M University-Galveston	0	0
				Texas Association of Broadcasters	0	0
				Texas Southern University	0	0
				Texas State Technical College	0	0
				University of Houston	0	0
				West Texas A&M University	0	0
				Workforce Solutions	0	0
				Current Employee	0	0
				Employee Referral	2	1

Recruitment Sources
Cox Media Group - Houston Radio
Position Title: All
Date Open: April 1, 2015 - March 31, 2016

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
1	All Access Music Group 28955 Pacific Coast Highway, Suite 210-5, Malibu, CA, 90265	Contact: Joel Denver Phone: (310) 457-6616		N
2	Alvin Community College 3110 Mustang Road, Alvin, TX, 77511	Contact: Diana Stiles Phone: (281) 756-3534 dstiles@alvincollege.edu		N
3	Conrad N. Hilton College, University of Houston Conrad N. Hilton College, University of Houston, Room S108, Houston, TX, 77002	Contact: Lori Osborn Phone: (713) 743-2423 ljosborn@central.uh.edu		Y
4	Asian American Family Services 2539 S. Gessner Rd., Suite 24, Houston, TX 77063	Contact: Deborah Chen Phone: (713) 600-9400 deborah.chen@aafstexas.org		N
5	Association for the Advancement of Mexican Americans 6001 Gulf Freeway, Bldg. E, Houston, TX, 77023	Contact: Jesse Carillo Phone: (713) 967-6700 jcarillo@aama.org		N
6	C.T. Bauer College of Business, Rockwell Career Center University of Houston-Central Campus, CEMO Hall, 2nd Floor, Houston, TX, 77204	Contact: Raji Aiyyer Phone: (832) 842-6130 Phone: (832) 842-6120 raiyyer@bauer.uh.edu		Y
7	Harding University Box 10765, Reynolds C-129, Searcy, AR, 72149	Contact: Steve Shaner Phone: (501) 279-5209 Mobile: (630) 258-5544 sshaner@harding.edu		Y
8	Houston Area Urban League 1301 Texas Ave., Houston, TX, 77002	Contact: Sherise Johnson Phone: (713) 393-8700 haulfrontdesk@haul.org		N
9	Houston Hispanic Chamber of Commerce 1801 Main, Suite 890, Houston, TX, 77002	Contact: Megan Zarate Phone: (713) 644-7070 mzarate@houstonhispanicchamber.com		N
10	Lamar University PO Box 10012, Beaumont, TX, 77710	Contact: Mary Evelyn Collins Phone: (409) 880-8161 careerandtestingcenter@lamar.edu		Y
11	Media Alliance of Houston (Formerly Alliance for Women In Media) ABC-13 KTRK-TV PO Box 980908, Houston, TX, 77098 3310 Bissonnet, Houston, TX, 77005	Contact: Monica Rose Phone: (713) 218-2837 Fax: (713) 663-4613 monica.rose@abc.com		Y
12	MHMRA of Harris County-Collaboration for Action 7011 SW Freeway, Suite 575, Houston, TX, 77074	Contact: Orybie A. Simien Phone: (713) 970-3908 media@mhmrharris.org		N
13	NAACP 2002 Wheeler Avenue, Houston, TX, 77004	Contact: Moniesha Cole Phone: (713) 526-3389 branch@naacphouston.org		N
14	Oklahoma State University 106 Whitehurst, Stillwater, OK, 74078	Contact: Brenda Ganders Phone: (405) 744-7401 osu-hr@okstate.edu		N
15	Stephen F. Austin University - Career Services 1936 North Street, Nacogdoches, TX, 75962	Contact: David Gehrels Phone: (936) 468-2284 atcofa@sfasu.edu		Y
16	Texas A&M University Galveston	Contact: Ken Bailey		N

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
	200 Seawolf Parkway, Galveston, TX, 77553	Phone: (409) 740-4725 studentservices@tamug.edu		
17	Texas Association of Broadcasters 502 E. 11th St., Suite 200, Austin, TX, 78701	Contact: Craig Bean Phone: (512) 322-9944 placementservices@tsu.edu		N
18	Texas Southern University - Career Services 3100 Cleburne St., Houston, TX, 77004 www.tsu.edu/careercenter	Phone: (713) 313-7541 Fax: (713) 313-7155 ServicesP@TSU.EDU		Y
19	Texas State Technical College 3801 Campus Drive, Waco, TX, 76705	Contact: Kacey Darnell Phone: (254) 867-3009 kacey.darnell@tstc.edu		N
20	University of Houston - Career Services 106 Student Service Center I, Houston, TX, 77204	Phone: (713) 743-5100 ucs@uh.edu		N
21	West Texas A&M University WT Box 60728, Canyon, TX, 79016 www.wtamu.edu/career	Contact: Kim Muller Phone: (806) 651-2345 Fax: (806) 651-2925 wtcareer@wtamu.edu		Y
22	Workforce Solutions - Workforce Development Office - Houston 3355 West Alabama, Suite 350, Houston, TX, 77098	Contact: Amanda Almaguer Phone: (713) 688-6890 amanda.almaguer@wrksolutions.com		N
23	Cox Media Group Career Website Internet/Intranet - www.jobs.coxmediagroup.com	Company Internet Posting	3	N
24	CareerLink Internet/Intranet - www.careerlink.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
25	Glassdoor.com Internet/Intranet - www.glassdoor.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
26	Indeed.com Internet/Intranet - www.indeed.com	Internet Posting - Automatic wrap from Cox Media Group Career Website	10	N
27	DiversityInc.com Internet/Intranet - www.diversityinc.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
28	Simplyhired.com Internet/Intranet - www.simplyhired.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
29	Beyond Internet/Intranet - www.beyond.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
30	Monster Internet/Intranet - www.monster.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N
31	TheLadders.com Internet/Intranet - www.theladders.com	Internet Posting - Automatic wrap from Cox Media Group Career Website	2	N
32	Recruit Military Internet/Intranet - www.recruitmilitary.com	Internet Posting - Automatic wrap from Cox Media Group Career Website		N

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
33	Direct Employers Internet/Intranet - www.my.jobs	Internet Posting - Automatic wrap from Cox Media Group Career Website to State Job Bank, local Wagner-Peyser centers and 3,000 affiliated		N
34	Employee Referrals	Referrals from current Employees	6	N
35	Current Employee		4	
36	No Source Specified		4	
Recruitment Sources Used for Specific Vacancies				
1	Agency - ZeroChaos/WorkForce Logic	Contingent Labor Management Partner		N
Additional Sources Contacted for Position - (List corresponding position # from Full Time Positions Filled Report)				
2	Agency - Talent Dynamics	Placement Agency		N
Additional Sources Contacted for Position - (List corresponding position # from Full Time Positions Filled Report)				
3	Dice Internet/Intranet - www.dice.com	Internet Posting		N
Additional Sources Contacted for Position - (List corresponding position # from Full Time Positions Filled Report)				
4	CareerBuilder Internet/Intranet - www.careerbuilder.com	Internet Posting	1	N
Additional Sources Contacted for Position - (List corresponding position # from Full Time Positions Filled Report)				
5	LinkedIn Internet/Intranet - www.linkedin.com	Internet Posting	3	N

**Longer - Term Recruiting Initiatives
Cox Media Group - Houston Radio**

April 1, 2015 - March 31, 2016

No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	Ongoing	Cox Enterprises, Inc. Mentoring Program	Cox Mentoring Program sponsored by CEI	Cox Mentor/ Mentee Program for employees from our cluster and other Cox markets designed to help develop current and future management positions in the company.	Judy Lakin- Dir. of Sales CMG Houston/ Anabel Ibarra Manager-Dealer Services Manheim Dallas; Alana Lujan- GSM Cox Media Houston/ Ryan Chadek-Web Developer San Antonio cluster
2	Ongoing	Center for Strategy Sales Training Program	Designed to enable station sales personnel to acquire skills that could qualify them for higher level positions.	Quarterly cluster sales training meetings are provided for the advancement and education of the Station Employment Unit "SEU" Account Executives. The training sessions address topics on digital sales, negotiation, and category selling skills. The training is targeted at Account Executives of all experience levels. Our Account Executives learn how to maximize their performance by learning about and building on their strengths and using an in-depth sales process to develop deeper, more rewarding relationships with their clients.	All Sales Managers and Account Executives
3	Ongoing	Training & Improvement Program	Training & development programs for Employees	24/7 on-line learning resources for skills improvement, professional development and performance support to develop professional skills and take targeted learning.	Various employees- Provided through CMG University
4	4/17/15	Involved with the Scholarship Program for the Advertisers Education Found. of Houston	Scholarship for college sophomores, juniors and seniors pursuing undergraduate or post graduate degrees in advertising, communications, interactive marketing, journalism, radio/TV, commercial art, public relations or related fields	The SEU's Director of Sales is the Vice Chair on the Exec. Board of Directors for this Foundation. In her capacity as Vice Chair, she participates in the program design as well as review and selection of the applicants. In addition, the SEU contributes funds to the scholarship in the name of Cox Media Group. This scholarship is awarded annually to TX, OK, LA and AR college sophomores, juniors and seniors pursuing undergraduate or post graduate degrees in advertising, communications, interactive marketing, journalism, radio/TV, commercial art, public relations or related fields.	Judy Lakin- Dir. Of Sales CMG Houston
5	4/30/15	General Outreach Efforts/ Job shadowing	Job shadow for college students to give them more in depth knowledge of broadcast positions	Audio Production student at the Art Institute of Houston came and participated in a job shadow with our production department to learn in depth knowledge and skills required.	Maureen Cooper- Imaging Director CMG Houston
6	5/27/15	The Women's Business Enterprise Alliance (WBEA) Expo, George R. Brown Convention Center, Houston, TX	Minority/Women owned businesses networking event	As the official radio sponsor of this event, SEU managers were able to network with corporate purchasers, governmental agencies, and woman-owned businesses to build strong relationships.	Patricia Burkhardt, Assist. Comptroller CMG Houston
7	7/21/15	University of Houston, Entertainment & Venue Mgmt. Class, Sugar Land, TX	Expose college students to broadcasting career opportunities.	This event in the community informs and educates students. Our employee was a guest speaker at the event and also participated in a Q&A at the end of the event.	Mark Krieschen, VP/MM CMG Houston
8	8/31/15	University of Houston, Entertainment & Venue Mgmt. Class, Sugar Land, TX	Expose college students to broadcasting career opportunities.	This event in the community informs and educates students. Our employee was a guest speaker at the event and also participated in a Q&A at the end of the event.	Mark Krieschen, VP/MM CMG Houston
9	9/29/15	NAB/RAB Annual Radio Conf. Indianapolis, IN	Encourage and develop our millennials in the broadcast business.	SEU participant acquired valuable training from industry experts, and spent time with Executives from every market	Rachel Porter- Digital Media Sales Specialist; Mark Krieschen- VP/ MM CMG Houston
10	10/13/15	Texas A&M University Radio Broadcasting course class tour and Q&A	Expose college students to broadcasting career opportunities.	SEU participated in a station tour and information session with students from Texas A&M University	Christi Brooks- On-Air Talent; Cactus Jack Barns On-Air Talent; Scott Sparks- Assist. Program Dir; Johnny Chiang Program Dir. and Chrissy Worrell Account Executive
11	11/12/15	Career Fair participation at the Univ. of Houston College of Business	Expose college students to broadcasting career opportunities.	SEU participated in a career fair with a recruiting booth, brochures and interacted with students regarding careers in the broadcast	Alana Lujan- GSM; Mallory Siler- Digital Campaign Specialist; Courtney Jenkins- Account
12	10/23/15	Sam Houston State University Huntsville, TX	Expose college students to broadcasting career opportunities.	A group of 25 SHSU students came to the CMG Houston offices for a day of job shadowing to learn more in depth knowledge in the broadcasting industry.	Christi Brooks- On-Air Talent; Jennifer Tyler- On-Air Talent; Maureen Cooper- Imaging Dir.; Candy Mendez- Promotions Dir.; Bill Tatar- Mgr. of Web Content
13	10/28/15	Civil Treatment for Leaders Austin American-Statesman Austin, TX 78704	This course takes a deeper dive into the fair treatment of employees and the legal issues in managing people.	SEU participated in an all day course for understanding civil treatment of employees and how to avoid employment relations issues.	Chris Fair- Promotions Manger

**Longer - Term Recruiting Initiatives
Cox Media Group - Houston Radio**

April 1, 2015 - March 31, 2016

14	11/06/15	American Advertising Federation Houston Student Conference, Houston, TX	A one-day come-and-go event for college students.	Sponsorship of a student team providing a learning forum to improve their skills and to present their information. Students were assigned an advertising campaign project for a national advertiser.	Melodye Hodges, HR Coord., Alana Lujan-GSM, Anne Marie Benard-DOMS
15	1/25/16	University of Houston, Hospitality Marketing Class, Sugar Land, TX	Expose college students to broadcasting career opportunities.	This event in the community informs and educates students. Our employee was a guest speaker on real world experience in the industry and the evolving changing and also participated in a Q&A at the end of the event.	Mark Krieschen, VP/MM CMG Houston
16	1/26/16	University of Houston, Managing in a Service Environment Class, Sugar Land, TX	Expose college students to broadcasting career opportunities.	This event in the community informs and educates students. Our employee was a guest speaker on real world experience in the industry and the evolving changing and also participated in a Q&A at the end of the event.	Mark Krieschen, VP/MM CMG Houston
17	03/02/16	Mass Communications Job Fair at Texas State University San Marcos, TX	Career Fair Participation-Expose college students to broadcasting career opportunities.	SEU participated in a career fair with a recruiting booth, brochures and interacted with students regarding careers in the broadcast industry.	Mallory Siler, Digital Campaign Specialist; Rachel Porter-Digital Media Specialist- CMG Houston