

## EEO PUBLIC FILE REPORT

For the 12-month Period ending: Aug 1, 2019- Sep 20, 2019

Prepared by: Bustos Media Holdings LLC  
(Licensee/Permittee)

This report covers the following employment unit:

| <u>Call Sign</u> | <u>Facility ID Number</u> | <u>of Station</u> | <u>Type</u> | <u>Location</u><br><u>City, State</u> | <u>LMA</u> |
|------------------|---------------------------|-------------------|-------------|---------------------------------------|------------|
| KZSZ             |                           | FM                |             | CHICO, CA                             |            |
| KHHZ             |                           | FM                |             |                                       |            |
| KTOR/KIQS        |                           | FM/AM             |             |                                       | 2          |

**A. The following is a list of all vacancies for full-time jobs during the previous 12 months:**

|    | <u>Job Title</u>  | <u>Date of Opening</u> | <u>Date Filled</u> |
|----|-------------------|------------------------|--------------------|
| 1. | General Manager   | New Position           | 8/1/19             |
| 2. | Office Manager    | New Position           | 8/1/19             |
| 3. | Account Executive | New Position           | 8/1/19             |
| 4. | Account Executive | New Position           | 8/1/19             |

**B. During the previous 12 months, the following recruitment sources were contacted to fill vacancies for full-time positions. Those with an asterisk (\*) were organizations that requested to be contacted as job openings occurred:**

|    | <u>Recruitment Source</u>       | <u>Job Opening numbers</u> | <u>Address</u>   | <u>City</u>  | <u>State</u> | <u>Zip</u> | <u>Contact Person</u> | <u>Telephone Number</u> |
|----|---------------------------------|----------------------------|------------------|--------------|--------------|------------|-----------------------|-------------------------|
| 1. | Self/Previous Employer Referral | 1                          | 1459 HUMBOLDT RD | <b>Chico</b> | CA           |            | Dino Corbin           |                         |
| 2. | Self/Previous Employer Referral | 1                          | 1459 HUMBOLDT RD | <b>Chico</b> | CA           |            | Dino Corbin           |                         |
| 3. | Self/Previous Employer Referral | 1                          | 1459 HUMBOLDT RD | <b>Chico</b> | CA           |            | Dino Corbin           |                         |
| 4. | Self/Previous Employer Referral | 1                          | 1459 HUMBOLDT RD | <b>Chico</b> | CA           |            | Dino Corbin           |                         |

**C. The following is a list of the full-time jobs shown in Section A above and the recruitment source used to fill that position:**

| <b><u>Job Title</u></b> | <b><u>Recruitment Source</u></b> |
|-------------------------|----------------------------------|
| 1. General Manager      | SELF/PREVIOUS EMPLOYER REFERRAL  |
| 2. Office Manager       | SELF/PREVIOUS EMPLOYER REFERRAL  |
| 3. Account Executive    | SELF/PREVIOUS EMPLOYER REFERRAL  |
| 4. Account Executive    | SELF/PREVIOUS EMPLOYER REFERRAL  |

**D. During the previous 12 months, there were a total of 4 people interviewed for vacancies for full-time positions. The following is a list of the total number of interviewees for each position along with the recruitment sources shown in Section B above:**

| <b><u>Job Title</u></b> | <b>Total No. of Interviewees</b> | <b>Recruitment Source</b> |
|-------------------------|----------------------------------|---------------------------|
| 1. General Manager      | 1                                | Self/Previous Employer    |
| 2. Office Manager       | 1                                | Self/ Previous Employer   |
| 3. Account Executive    | 1                                | Self/ Previous Employer   |
| 4. Account Executive    | 1                                | Self/ Previous Employer   |

**E. During the last 12 months, the station employment unit engaged in the following initiatives (provide full details, including an explanation if no initiatives were conducted during the period involved):**

- Bustos Media Holdings LLC provides tours (based from career in broadcasting frame) of the stations facilities to any group or organization requesting one (i.e. home school groups, Salem area grade schools, middle schools, and high schools, etc.).
- Station Managers hold Quarterly meetings with the staff to select initiatives for the employment unit and plan strategies to accomplish them. During the monthly meetings Managers and full time employees discuss concerns including job opportunities within the station, address issues such as employment procedures to ensure that all FCC and company policies are clearly understood and carried out.
- Internal announcements were posted in the Lunch room when positions became open, encouraging employees to apply as well as for employee referrals.
- The stations EEO Policies have been communicated to employees and job applicants through notices placed on the front desk, employee manual, statement in employee advertisements, statement on website and News Letters at Career/ Job fairs.
- All employees are given the hand book which clearly states that Bustos Media Holdings LLC follows the Equal Employment Opportunity and Non-Discrimination Policy, the company is an equal opportunity employer. We enthusiastically accept our responsibility to make employment and management decisions without regard to race, color, sex, religion, national origin, age, physical or mental disability, veteran status, marital status, sexual preference or other classifications prohibited by federal, state or local related to employment placement, retention, compensation, training, promotions and terminations.
- Bustos Media Holdings LLC encourages and supports internship programs that enable college students to obtain on job experience while completing their education.

# **NOTICE TO JOB APPLICANTS**

***THIS COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER.***

**WE SEEK AND EMPLOY QUALIFIED PERSONS IN ALL JOB CLASSIFICATIONS AND POSITIONS WITHOUT DISCRIMINATION ON THE BASIS OF RACE, RELIGION, SEX, NATIONAL ORIGIN, AGE OR DISABILITY. SUCH DISCRIMINATORY PRACTICES ARE SPECIFICALLY PROHIBITED BY LAW. IF YOU BELIEVE YOUR EQUAL EMPLOYMENT RIGHTS HAVE BEEN VIOLATED, YOU MAY CONTACT THE FEDERAL COMMUNICATIONS COMMISSION, THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION OR THE APPROPRIATE STATE OR LOCAL EEO AGENCY.**