

**Radio Ranch, LLC**  
**DBA Ranch Radio Group**  
**KRHN-FM, KKVR-FM, KFXE-FM**

**EEO PUBLIC FILE REPORT**

Reporting Period: April 1, 2020 – March 31, 2021

Prepared by: Radio Ranch, LLC – Susan Grubbs  
(Licensee/Permittee)

**This report covers the following employment unit(s):**

<u>Call Sign</u>	<u>Facility ID #</u>	<u>Type of Station</u>	<u>City of License &amp; State</u>	<u>LMA</u>
KRNL	# 41061	C2	Kerrville, TX	No
KFXE	# 164252	C3	Ingram, TX	No
KKVR	# 164166	CA	Kerrville, TX	No

**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	Admin. Assistant/Accts. Receivable	May 18, 2020	June 1, 2020
2	Program Director/Morning Host KRNL	August 10, 2020	Sept. 21, 2020
3	Account Executive/Sales	Sept. 25, 2020	Jan. 11, 2021
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**B. During the previous 12 months, the following recruitment sources were contacted as vacancies for full-time jobs opened.**

	<u>Recruitment Source</u>	<u>Contact Information</u>	<u>Used? Y/N</u>
1	Texas Association of Broadcasters (TAB)	<a href="https://www.tab.org">https://www.tab.org</a>	Y
2	All Access	<a href="http://www.allaccess.com">www.allaccess.com</a>	Y
3	Bandera Chamber	<a href="http://www.banderatex.com">www.banderatex.com</a>	Y
4	Boerne Chamber	<a href="http://www.boerne.org">www.boerne.org</a>	Y
5	Bulverde/Spring Branch Chamber	<a href="http://www.bulverdespringbranchchamber.com">www.bulverdespringbranchchamber.com</a>	Y
6	Comfort Chamber	<a href="http://www.comfortchamber.com">www.comfortchamber.com</a>	Y
7	Fredericksburg Chamber	<a href="http://www.fredericksburg-texas.com">www.fredericksburg-texas.com</a>	Y
8	Kerrville Chamber	<a href="http://www.kerrvilletx.com">www.kerrvilletx.com</a>	Y
9	Radio Ink	<a href="http://www.radioink.com/jobs">www.radioink.com/jobs</a>	Y
10	Ranch Radio Group On-Air Ad for Job Openings	3505 Fredericksburg Rd, Kerrville, TX 78028	Y

**C. The following is a list of the sources for full-time jobs shown in Section A above and the recruitment source which provided the hire for that position:**

	<u>Job Title</u>	<u>Recruitment Source</u>
1	Admin. Assistant/Accounts Receivable	Radio Advertisement
2	Program Director/Morning Host KRNL	All Access
3	Account Executive/Sales	Radio Advertisement

- D. During the previous 12 months, there were a total of 33 people interviewed for vacancies for full-time positions. The following is a list of the total number of interviewees by each recruitment source shown in Section B:

Recruitment Source		Total Number Interviewed Per Source
1	TAB	0
2	Radio Ad	17
3	All Access	8
4	Six (6) Hill Country Chambers of Commerce	3
5	Word of Mouth	5

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

Recruitment Initiatives	Explanation
Due to Covid-19 and following CDC Guidelines, we did not engage in any job fairs or recruiting events as there was no potential for attendance and no events available.	
<b>Other EEO Initiatives-</b>	
1) In 2020-2021 all job openings (3) were listed in job banks and/or newsletter of media trade groups whose membership includes substantial participation of women and minorities. Two new hires resulted with our Admin. Assistant/Accts. Receivable and an Account Executive (AE) which are both female.	
2) HR participated in Texas Association of Broadcasters' EEO Webinar, <u>Staying on Top of Your Broadcast FCC EEO Obligations</u> , on Wednesday, March 24, 2020 (1.5 hours). Training included the need to engage in wide dissemination of information about job openings and initiatives to participate in even when there are no job openings. Training also covered engagement in specified outreach activities to educate communities about broadcast employment; training employees for advancement in their broadcast careers; and training management level personnel to review standards of equal employment opportunity, prevention of discrimination, opportunities for ensuring affirmative action requirements and self-assessment of our EEO practices. HR trained our Management Personnel on Friday, March 26, 2021. (1 hour).	
3) HR participated in U.S. EEOC Virtual Seminar, <u>Workplace Transformation - Light At The End Of The Tunnel And Along The Way</u> (3.5 hrs.) on Wednesday, March 31, 2021. This highly informative workshop discussed topics of both employees and employers during the pandemic: a) reasonable accommodations and religious protections amid the pandemic; b) COVID-19 and the laws enforced by the EEOC, and (c) COVID-19s impact on women and caregivers. HR trained Management Personnel following this seminar (1 hr.)	

- F. The following table shows the total vacancies, interviews and hire dates for positions as they were filled.

	Full-time Job Vacancies	Total Interviews	Date Filled	Source of Hire
1	Admin. Assistant/Accts. Receivable	7	06/01/2020	Radio Advertisement
2	Program Director/Morning Host KRNH	21	09/21/2020	All Access
3	Account Executive	5	01/11/2021	Radio Advertisement
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