

Statement of EEO Policy

This EEO Public File Report is filed in compliance with Section 73.2080(c)(6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following stations: KOZZ, KDOT, KTHX, KUUB, KPLY, KHIT, KCKQ.

Lotus Radio Corp., an equal opportunity employer, is dedicated to providing broad outreach regarding job vacancies, and to ensuring equal opportunity in employment, and non-discrimination in all of its policies and practices, including the area of employment. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

The Recruitment Sources are identified by number and listed (with contact information) in the following pages.

Full-Time Vacancies Filled During Reporting Period: June 1, 2018 – May 31, 2019

Full-Time Position	Recruitment Sources Used	Recruitment Source for Successful Applicant	Total Number Interviewed from All Sources
Air Talent	1-9, 11-23, 25-38, 40-41, 43	36	13
Business Manager	1-3, 5-18, 20-24, 26-30, 33-38, 40-41, 43-45	45	8

Total number of persons interviewed during applicable period: 21

SUPPLEMENTAL RECRUITMENT MEASURES:

In addition to direct job vacancy announcements and hiring procedures, we complied with the initiative outlined in the 2002 EEO Rule Sec. 73.2080©(2) regarding supplemental recruitment activity. For this reporting period, we participated in or conducted the following:

Activity / Description	Date	Staff Participant(s)	Sponsor / Initiator
<u>Menu Option #14</u> – Provision of training to management as to methods of ensuring equal employment opportunity and preventing discrimination: The Lotus Communications Corp. Annual Managers' meeting was held November 26-30, 2018 in Las Vegas, Nevada. Part of the corporate agenda was dedicated to our continuing effort to review and provide information and training to ensure equal opportunity and the prevention of discrimination. All station management personnel held individual meetings with the Chief Compliance Officer to review and discuss the ongoing effort to provide equal opportunities for current and future job openings. As part of the procedural review, all menu options were examined to determine their effectiveness and how to proceed and enhance the individual station Outreach program. The stations are encouraged to create Outreach campaigns that reach a diverse and significant portion of the community they serve. Although, the FCC is now permitting broadcasters to meet their obligation to widely disseminate information about their job openings solely through the use of online recruitment sources, Lotus requires stations to constantly review our recruitment lists and inform those organizations who wish to be notified	Nov 26-30, 2018	All Lotus Corp Management	Lotus Communications Corp.

of job openings. In addition, Lotus stations conduct monthly EEO meetings reinforcing their non-discrimination mission statement and provide an opportunity to discuss upcoming and future Outreach programs.			
<u>Menu Option #5</u> – Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment. Intern sat with personnel from each department to learn the different aspects of the business. She mainly assisted as the Receptionist where she was the Director of First Impressions with a smile and helpful attitude and as Social Media Coordinator where she assisted in design and created content and blogs for websites, Facebook, Twitter and Instagram and learned to implement social media advertising, promotion and community service campaigns.	June 18, 2018- Dec 15, 2018	Jave Patterson, Ops Manager and staff	Lotus Radio Corp/UNR
<u>Menu Option #16</u> – Participation in other activities designed by the station employment unit to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities: Each month, station management personnel meet to discuss our EEO mission statement, including but not limited to, upcoming menu options that promote Equal Opportunity and our policy of non-discrimination as it relates to hiring in the workplace. This regularly scheduled EEO meeting is designed to notify employees of upcoming opportunities and various issues focused on non-discrimination. The	June 1, 2018– May 31, 2019	Lotus Radio Corp Hiring Managers	Lotus Radio Corp

basis for our monthly EEO meeting is to reinforce our goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.			
<u>Menu Option #16</u> – Participation in other activities designed by the station employment unit to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities: Employment applications and job notices are posted at remote events.	June 1, 2018– May 31, 2019	Lotus Radio Corp Staff	Lotus Radio Corp
<u>Menu Option #7</u> – Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting: Lotus Radio Corp partnered with the Ronald McDonald House Charity Scholarship Program. It provides the opportunity for local high school students who want to study broadcasting in college to be granted a \$1,000 broadcast scholarship award, which is matched by Ronald McDonald House. The Ronald McDonald House Charity Scholarship program reaches out to youths of all ethnicities and backgrounds. When scholarship is not awarded to a student in Broadcasting, the scholarship is used to assist past recipients or others.	Oct 1, 2018 – May 2, 2019	Lotus Radio Corp Management / RMHC scholarship Board	Lotus Radio Corp/RMHC
<u>Menu Option #8</u> – Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher-level positions: Lotus Radio Corp offers training programs to all employees interested in cross-	June 1, 2018– May 31, 2019	All Lotus Corp Management and Employees	Lotus Radio Corp

<p>training in different departments. In the current year, a Production Battle Lunch meeting was held by Rick Metz, Production Director, on 6/1/18 to train anybody that wanted to be trained on Production (seven attended). The “Battle Lunch” is where employees receive copy to be produced and it is played in front of everyone to hear how different people interpret the same copy and how they produce it in their own unique ways to help hone the skill. A Production Boot Camp meeting was held in the Production Room by Rick Metz, Production Director on 2/12/19 and seven attended. Boot Camp covers various areas of production from basics to experience and everything in between. As well as the above group trainings, Rick Metz, Production Director, is always available for individual training sessions with board ops, remote techs, and the receptionist. Production training can help any employee qualify them for higher level positions.</p>			
<p><u>Menu Option #9</u> – Establishment of a mentoring program for station personnel. All new hires (from outside or within the station) are offered a mentor to help them through the learning/training process. Account Executives shadow current Account Executives in addition to other employees in other departments to understand the importance of how their role leads to the overall station performance. Remote Techs shadow other Remote Techs for instruction on the set up of remotes and vehicle maintenance. Board Operators and On-Air Talent shadow other Board Operators and On-Air Talent for</p>	<p>June 1, 2018 – May 31, 2019</p>		

instruction of the boards and on-air procedures. Business Managers attend mentoring at the Corporate office and from other Business Managers in the Company to become efficient to meet deadlines. Receptionists are mentored by the Sales Assistant and Promotions Director as well as sitting with employees in every department to understand the importance of their role and the effects on other departments.			
<u>Menu Option #16</u> – Participation in other activities designed by the station employment unit to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities: Hiring Managers attended the PT Job & Internship Expo at the University of Nevada Reno on Thursday, 8/30/18 from 10a-2p; TMCC Job Fair at the Dandini Campus on Wednesday, 10/10/18 from 10a-1p; Spring Career & Internship Expo at the University of Nevada Reno on Thursday, 2/14/19 from 10a-2p; the TMCC Job/Internship Fair at the Dandini Campus on Wednesday, 3/27/19 from 10a-1p.	August 30, 2018 October 10, 2018 February 14, 2019 March 27, 2019	Lotus Radio Corp Hiring Managers	Lotus Radio Corp/UNR Job Fairs/TMCC Job Fairs
<u>Menu Option #14</u> – Provision of training to management-level personnel as to methods for ensuring equal employment opportunity and the preventing discrimination: The Annual Business Managers Conference, attended by all stations' Business Managers, Corporate Executives for all Lotus Stations, was held June 18 through June 21, 2018 in Seattle, WA. Items of discussion included EEO Compliance, FCC job recruitment	June 18 – June 21, 2018	All Lotus Business Managers	Lotus Communications Corp

process, and new Federal & State laws, etc.			
Menu Option #14 – Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination. Lila Vizcarra, Chief Compliance Investigator, Outreach Specialist and Kara Jenkins, NERC Administrator from the Dept. of Employment, Training and Rehabilitation (DETR), Equal Rights Commission conducted a seminar, attended by all Department Heads, on the subject of harassment including sexual, workplace discrimination & diversity as it relates to hiring as well as in the workplace.	Dec. 12, 2018	Lotus Radio Corp Management	Lotus Radio Corp/NV Equal Rights Commission For the NV Department of Employment, Training and Rehabilitation

RECRUITMENT SOURCES:

* Designates an entity requesting notification

# Source	Recruitment Source: Name, Address, Contact Person, Telephone Number	Total No. Interviewees Provided By Source For Period	Full-time Positions For Which This Source Was Utilized
1	Reno Sparks Indian Colony 98 Colony Road Reno, NV 89502 Contact: Jessica O'Daye Phone: 785-1303 Fax: 329-8710 Email: Jodaye@RSIC.org	0 0	Air Talent Business Manager
2	Bureau of Vocational Rehabilitation 4001 S. Virginia Suite H Reno, NV 89502 Contact: Linda Williams Phone: 834-1970 Fax: 834-1983, 834-1984	0 0	Air Talent Business Manager
3	Nevada Urban Indians 1475 Terminal Way Reno, NV 89502 Contact: Mike Green Phone: 788-7600 Fax: 788-7611	0 0	Air Talent Business Manager
4	Truckee Meadows Community College Job Placement 7000 Meadows Community Blvd Reno, NV 89512 Contact: Career Center Phone: 673-7063 Fax: 673-7268 Email: tmcc.edu/careercenter	0	Air Talent
5	Veterans Employment 1929 S Carson Street Carson City, NV 89701 Contact: Resource Center Phone: 684-0400 Fax: 684-0466	0 0	Air Talent Business Manager
6	Nevada Women's Fund 770 Smithridge Drive, #300 Reno, NV 89512 Contact: Isabelle Rodriguez Wilson	0 0	Air Talent Business Manager

	Phone: 786-2335 Fax: 786-8152 Email: isabelle@nevadawomensfund.org		
7	Career College of Northern NV 1421 Pullman Drive Sparks, NV 89434 Contact: Rita Williams Phone: 856-2266 Fax: 856-0935	0 0	Air Talent Business Manager
8	NAACP PO Box 7757 Reno, NV 89510 Contact: Lonnie Feemster Phone: 322-2992 Email: lonnielfeemster@netscape.net	0 0	Air Talent Business Manager
9	*Intertribal Council of NV 680 Greenbrae Drive, Suite 265 Sparks, NV 89431 Contact: Risa Stearns Phone: 355-0600 Fax: 355-0648	0 0	Air Talent Business Manager
10	Nevada Hispanic Services 1711 N Roop Street Carson City, NV 89701 Contact: Jon Children, Omar Phone: 885-1055 Fax: 885-7039, 885-6980 Email: omar@carsonulc.org	0	Business Manager
11	*Sierra Nevada Job Corp 14175 Mt Charleston Reno, NV 89506 Contact: Jill Schaefer Phone: 789-0829 Fax: 789-1078 Email: schaefer.jill@jobcorps.com	0 0	Air Talent Business Manager
12	*Community Services Agency 1090 E 8 th St Reno, NV 89512 Contact: Karen Coffman Phone: 335-3136 Fax: 786-5743, 996-3299 Email: kcoffman@csareno.org	0 0	Air Talent Business Manager

13	University of NV – Reynolds School of Journalism Mail Stop 310 Reno, NV 89557 Contact: Sally Echeto Phone: 784-4519 Fax: 784-6656 Email: gauldena@unr.edu ; echeto@unr.edu	0 0	Air Talent Business Manager
14	*Veterans Center 5580 Mill Street, #600 Reno, NV 89502 Contact: Justin Brandenburg, Jeremy Schachter Phone: 323-1294 Fax: 322-8123 Email: justin.brandenburg@va.gov , jeremy.schachter@va.gov	0 0	Air Talent Business Manager
15	International Students & Scholars 120 Fitzgerald Bldg MS074 Reno, NV 89557-0144 Contact: Elizabeth Adamska Phone: 784-6874 Fax: 327-5845	0 0	Air Talent Business Manager
16	AARP 1135 Terminal Way, Suite 102 Reno, NV 89502 Contact: Claudia Bonner Phone: 323-2243 Fax: 323-7368	0 0	Air Talent Business Manager
17	Nevada Broadcasters Association 1050 E Flamingo Road, #S102 Las Vegas, NV 89119 Contact: 702-794-4994 Fax: 702-794-4997 Email: suzanne@nevadabroadcasters.org	0 0	Air Talent Business Manager
18	Sierra NV College 999 Tahoe Boulevard Incline Village, NV 89451 Contact: Erica Jensen Phone: 831-1314 Fax: 831-6223	0 0	Air Talent Business Manager
19	*Pro Net/JOIN	0	Air Talent

	1201 Terminal #104 Reno, NV 89502 Contact: Resource Department Phone: 336-4450 Fax: 336-4798 Email: businessservices@detr.nv.gov ; cwilson@join.org		
20	Center for Student Cultural Diversity Mail Stop 0144 Joe Crowley Student Union Reno, NV 89557 Contact: Dorothy Barry Phone: 784-4936 Fax: 784-1402, 682-8977 Email: thecenter@unr.edu	0 0	Air Talent Business Manager
21	*American Women's Business Association PO Box 20268 Reno, NV 89510 Contact: James Benesch Phone: 786-2335 Fax: 322-5014	0 0	Air Talent Business Manager
22	*State of NV Dept of Employment Security (NV Job Connect-online form) 4001 S. Virginia Ste H Reno, NV 89502 Contact: Wayne Irvine Phone: 284-9660 Fax: 284-9663, 688-1279 Email: businessservices@nvdetr.org	0 0	Air Talent Business Manager
23	*Northern NV International Center 821 N Center Street Reno, NV 89509 Contact: Job Vacancy Phone: 784-7515 Fax: 337-1939	0 0	Air Talent Business Manager
24	*Boys & Girls Club 2680 E 9 th Street Reno, NV 89512 Contact: Shauna Douglas Phone: 331-3605 Fax: 331-9012	0	Business Manager

	Email: sdouglass@bctm.org		
25	Carson Valley Chinese Culture Grp 1428 Cheddington Street Gardnerville, NV 89410 Contact: Sonia Carlson Phone: 782-8067	0	Air Talent
26	*Nevada Indian Commission 5366 Snyder Avenue Carson City, NV 89701 Contact: Sherry Rupert Phone: 687-8333 Fax: 687-8330	0 0	Air Talent Business Manager
27	NV Office of Vet Services 5640 Reno Corp Drive Reno, NV 89512 Contact: Job Vacancy Phone: 688-1653 Fax: 688-1656	0 0	Air Talent Business Manager
28	Reno Sparks Chamber of Commerce 449 South Virginia Street Reno, NV 89501 Phone: 337-3030 Fax: 337-3038	0 0	Air Talent Business Manager
29	Future Business Leaders of America 320 Greenbrae Drive Sparks, NV 89431 Contact: Evan Cunningham Phone: 622-5330 Email: evan.cunningham66@gmail.com	0 0	Air Talent Business Manager
30	NV Black Cultural Awareness PO Box 21448 Reno, NV 89515 Phone: 775-329-8990 Fax: 775-329-8990 x4 Email: admin@nnbcas.org	0 0	Air Talent Business Manager
31	Western Nevada College Career Connect 2201 West College Parkway Carson City, NV 89703 Phone: 775-445-3281 Fax: 775-445-3150, 445-3286 Email: Claudia.cervantes@wnc.edu	0	Air Talent

	Post to: www.wnc.edu/jobs/student_jobs/off_campus/		
32	www.allaccess.com	9	Air Talent
33	Email to all employees/In-House Bulletin	0 0	Air Talent Business Manager
34	Radio Ads on KOZZ, KDOT, KTHX, KUUB, KPLY, KHIT, KCKQ,	0 0	Air Talent Business Manager
35	Notice on all Lotus Radio Corp Websites (KOZZ, KDOT, KTHX, KUUB, KPLY, KHIT) Lotus Communications Corp	0 1	Air Talent Business Manager
36	Former/Current Lotus Employees	4 0	Air Talent Business Manager
37	Client Referral	0 0	Air Talent Business Manager
38	Walk-in	0 0	Air Talent Business Manager
39	Craigslist.org		
40	Word of Mouth	0 0	Air Talent Business Manager

41	Indeed.com	0 4	Air Talent Business Manager
42	JobSpider.com		
43	Remote Bins	0 0	Air Talent Business Manager
44	*Operation: Employ 634 Ryland St, #130 Reno, NV 89502 shane@opemploy.org	0	Business Manager
45	Parker Lynch Employment 2600 W. Olive Avenue #1000 Burbank, CA 91505	3	Business Manager