

## EEO PUBLIC FILE REPORT

**Instructions:**

This report must be prepared annually on the anniversary date that station is due to file, its renewal of license application. Complete the information in Section 1-7 regarding the jobs filled, the recruitment efforts made and the recruitment initiatives undertaken in the prior twelve (12) months and place the report in your station's public inspection file and on your website (if you have one) on or before the due date.

This report covers full-time vacancy recruitment data for the period April 31, 2019 to March 31, 2020.

**1) Employment Unit: Big Spring, TX**

**2) Unit Members (Station and Communities of License):** KBST AM Big Spring, TX  
KBST-FM Big Spring, TX  
KBTS-FM Big Spring, TX

### 3) EEO Contact Information for Unit Member:

**Mailing Address:**

KBEST Media  
608 Johnson St  
Big Spring TX 79720

**Telephone Number:**

432 267 6391

**Contact Person:**

Mark Richardson

**E-mail Address:**

mark@kbst.com

**4) List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit.**

	Job Title	Recruitment Source Referring Hiree
1.	None	
2.		

Stations KBST-AM, KBST-FM and KBTS FM are Equal Opportunity Employers.

**1) Job Title:** None**(s) of Hiree:** TAB**Normal Hiring Notices**

Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Phone Number:	# of Interviews Referred	Did Recruitment Source Request notification? (Yes or No)
Permian Basin Workforce Ctr		3510 N "A" St., Bldg.A Midland, TX 79707			
Odessa College		201 W. University Odessa, TX 79764			
Midland Hispanic Chamber of Commerce		208 S. Marienfeld Midland, TX 79702			
Texas Workforce Comm.		PO BOX 60445 Midland, TX 7971			
Big Spring Area Chamber of Commerce		PO Box 1391 Big Spring, TX 79720			
Howard College		1001 Birdwell Lane Big Spring TX 79720			
<b>NAACP Midland Branch</b>		PO BOX 50881 Midland, TX 79710			
<b>NAACP Odessa Branch</b>		717 OXFORD DRIVE Odessa, TX 7976			
KBST MEDIA		608 Johnson St Big Spring TX 79720			

Casa De Amigos		110-1 Garden Lane Midland TX 79731			
RadioOnline.com					
AllAccess.com					

**2) Job Title: None****Referral Source(s) of Hire: All Access      Normal Hiring Notices**

Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Phone Number:	# of Interviews Referred	Did Recruitment Source Request notification? (Yes or No)
Permian Basin Workforce Ctr		3510 N "A" St., Bldg.A Midland, TX 79707			
Odessa College		201 W. University Odessa, TX 79764			
Midland Hispanic Chamber of Commerce		208 S. Marienfeld Midland, TX 79702			
Texas Workforce Comm.		PO BOX 60445 Midland, TX 7971			
Big Spring Area Chamber of Commerce		PO Box 1391 Big Spring, TX 79720			
Howard College		1001 Birdwell Lane Big Spring TX 79720			
<b>NAACP Midland Branch</b>		PO BOX 50881 Midland, TX 79710			
<b>NAACP Odessa Branch</b>		717 OXFORD DRIVE Odessa, TX 7976			
KBST MEDIA		608 Johnson St Big Spring TX 79720			
Casa De Amigos		110-1 Garden Lane Midland TX 79731			

RadioOnline.com						
AllAccess.com						

- 2) **Total # of Interviewees Referred:** For the period from April 31, 2019 to March 31, 2020, this Employment Unit interviewed 0 interviewees for full-time job vacancies.
- 3) **Supplemental Recruitment Initiatives.** List and briefly describe the Supplemental Recruitment Initiatives undertaken during the preceding twelve (12) months.

a. **Initiative:** Participation in job fair and career days

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

\_\_\_\_\_ See Attachment A \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b. **Initiative:** Job Bank

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

\_\_\_\_\_ See Attachment B \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c. **Initiative:** Convention/Training

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

\_\_\_\_\_ See Attachment C \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

d. **Initiative:** EEO Discrimination Training for Upper Management.

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

\_\_\_\_\_ See Attachment D \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

e. **Initiative:** EEO & Sexual Harassment Staff Meeting.

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

\_\_\_\_\_ See Attachment E \_\_\_\_\_

---

f. **Initiative:** Internship Program.

Description of the initiative, including the nature of the activity, the scope of participation by the station (include station personnel involved by name and title) and specific date/time/place information.

**Job Fairs/Career Days**

KBST AM, KBST FM and KBTS FM participated in the Coahoma ISD Career Day and the Cosden Federal Credit Union Budget Reality Fair.



**2017-18 EEO Activities – TAB Job Bank**

**TAB Job Bank**

As a member station of the Texas Broadcasters Association, KBST AM, KBST FM & KBTS FM supports and participates in the Texas Broadcasters Association (TAB) Job Bank which is maintained on the TAB's website. Member stations, including those listed above, submit all job openings as they occur and provide email addresses for responses. The job bank encourages minorities and women from around the county to submit their resumes for consideration by Texas area stations.

### **Convention/Training**

KBST AM, KBST FM & KBTS FM representatives did not attend any Conventions or Training events.

### **EQUAL EMPLOYMENT OPPORTUNITY AND DISCRIMINATION PREVENTION TRAINING UPPER LEVEL MANAGEMENT**

A training session was held for all upper level management of KBEST Media LLC in Big Spring Texas in conjunction with the Company's strategic planning and professional education annual meeting. This session was designed specifically to train management personnel on methods of ensuring sound equal employment opportunity (EEO) practices and preventing discrimination.

The managers attending the training session for KBEST were Mark Richardson, Operations Manager and Malinda Flenniken, Managing Partner.

Mark Richardson and Malinda Flenniken reviewed KBEST's EEO Policy Statement. It contains the Company's commitment to ensuring equal opportunity in employment and promotions for minorities and females. A copy of the company's EEO Policy Statement is attached for review.

They then reviewed in detail the FCC's EEO Policy which states that equal opportunity in employment shall be afforded to all persons, and that no one shall be discriminated against, regardless of race, color, religion, national origin or sex. Both the general and the specific EEO program requirements under the rules were presented and discussed. Prong Three Initiatives were discussed in detail, and each Manager presented examples of such initiatives taken so far this year. The FCC requirement to periodically self-assess and improve a station's EEO program was also discussed. The specific requirements of the self-analysis were discussed, to include a detailed review of the results and proposed enhancements. It was stressed that proper record keeping is very important, and record retention requirements of the FCC were reviewed.

Their next discussion was the requirement to prepare an Annual EEO Public File Report. They discussed the components of the report. The participants discussed in detail how each manager could assist. It was stressed that if each station fulfilled its requirements on an ongoing basis throughout the year, and kept adequate records, that the Public File Report would be relatively easy to prepare.

Mark Richardson and Malinda Flenniken then reviewed the Company's sexual harassment policy. What constitutes harassment and how to respond to it were discussed in detail with actual cases presented and discussed. If the Company's stations are sensitive to harassment issues, and if the policy is followed, the result will be fairer treatment of employees. After a discussion of several other Company policies, to include the dress code and the computer policy, the meeting was adjourned.

### **EEO and Sexual Harassment Staff Seminar**

A staff seminar was conducted by Operations Manager Mark Richardson. During this meeting, the entire KBEST MEDIA, Equal Employment Opportunity Policy Statement was read. A complete discussion of the policy then ensued. It was also discussed that KBEST MEDIA wants referrals from the staff for prospective minority and female employees.

During this meeting the Sexual Harassment Policy was also read. We discussed what constitutes a hostile environment with sexual harassment and that it can include unwelcome sexual advances, requests for sexual favors, any conduct of a sexual nature or disparaging comments that is sufficiently severe, persistent or pervasive to have the purpose or effect of unreasonably interfering with an individual's work or creating an intimidating, hostile, abusive or offensive work or learning environment. Also, there was a discussion of how to report sexual harassment to management in Big Spring, Texas and to our corporate headquarters on Gregg St in Big Spring Texas.

Each employee has acknowledged that they understand the policy.

Our training seminar is an important part of maintaining a professional work environment. This seminar helps participants identify the types of sexual harassment.

### **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

KBEST Media maintains an Equal Employment Opportunity policy in accordance with Section 73.2080 of FCC regulations. Our policy is that all persons shall be afforded equal opportunity in employment, and that no person shall be discriminated against due to race, color, religion, ethnicity, marital status, gender or age. All decisions on employment will be made based on nondiscriminatory considerations.

Our corporate officers and General Manager have been instructed to rigorously enforce this policy and require strict cooperation of all employees in its implementation. Employees observing actions in violation of this policy are required to contact our executive. All such communications will be held in the upmost confidence and thoroughly investigated.

## Internship Program

KBEST Media utilized one intern between May, 2019 and April, 2020. Ian Farmer (Stanton High School). His primary responsibilities included Sports Broadcasting, assisting our part time Engineer and various duties around the office.

### NARRATIVE STATEMENT

he unemployment rate in Howard County is 4.9%, meanwhile in neighboring Midland County unemployment is one of the nations lowest at 2.5% to 3.6%. As the price of oil begins to improve, companies are beginning to resume drilling which will have a positive impact concerning unemployment.

<b>Month/Year</b>	<b>Howard County, TX%</b>	<b>Texas%</b>	<b>National %</b>
5/ 2019	2.5%	3.5%	3.6%

2016 Midland, TX Unemployment Rate

<b>Month/Year</b>	<b>Midland, TX%</b>
5 / 2019	1.8%

Unemployment is at all-time lows resulting in a spike of housing costs. Median List Price of homes in Howard County, TX is \$169,950. The economy is booming and local business is thriving.

A review of the current employment roster indicates there are six full time employees at the stations; five of whom are female. One of the females is our Managing Partner, and the others fill full time, professional jobs. The Managing Partner is in charge of the stations. One of these minority employees is among our highest compensated employees at the stations. Among the four-fulltime time female employees, one is Hispanic. We had no full-time job openings during the past 12 months. Had we had openings, we would have diligently recruited in compliance with the Commissions EEO Rules. During the past year, we have revised the list of organizations we contact whenever we have a job opening. We will continue to add new sources to our outreach, which could help provide more interviews with qualified minorities

Job Fair participation and other Prong 3 initiatives should help our continuing efforts to recruit females and minorities. We have also performed a thorough self-assessment in connection with this report to make sure that our policies are being followed and that there is no discrimination in practice at the stations in either the hiring or employment process.

We are not expecting to add any additional employees in 2019, and we will continue to strive to meet our obligations to the FCC as well as to fulfill the objectives of our own EEO Policy.