

LRS RADIO, LLC EEO PUBLIC FILE REPORT

This report covers vacancy recruitment data for the period February 1, 2020 through January 31, 2021.

LRS Radio, LLC, operates stations WBAZ-FM, WBEA-FM, WEHM-FM AND WEHN-FM, and is an Equal Opportunity Employer.

1. Employment Unit: LRS Radio, LLC

2. Unit Members (Stations and Communities of License): WBAZ-Bridgehampton NY
WBEA- Southold NY
WEHM-Manorville NY
WEHN-East Hampton NY

3. EEO Contact Information for Unit Member:

<u>Mailing Address:</u> Long Island Radio Broadcasting 760 Montauk Highway, IC Watermill, NY 11976	<u>Telephone Number:</u> 631-267-7800 <u>Contact Person/Title:</u> Denise Cusimano/Market Controller <u>E-Mail Address:</u> dcusimano@libbroadcasting.com
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4. List of Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

<u>Job Title</u>	<u>Recruitment Source</u>
Account Executive	Word of Mouth
Account Executive	Word of Mouth
Account Executive	Word of Mouth
Programming Assistant	Inter-Office Posting

5A: Job Title: Account Executive

Referral Source of Hire: Word of Mouth

Recruitment Source	Contact	Address	# of Interviews Conducted	Recruitment Source Requested Notification
Inter-Office Posting	Stefan Rybak	Water Mill, NY	0	No
NYS Dept of Labor	1-888-4-NYSDOL	168-46 91st Avenue Jamaica NY 11432	0	No
NYS State Unemployment	Marion Blewas 1-888-4-NYSDOL	134 East Main St Riverhead NY 11901	0	No

Suffolk Community	Mary	Speonk-Riverhead Rd		
	631-548-2500	Riverhead NY 11901	0	No
Word of Mouth			1	No
Indeed.com			0	No
Craigslist.com			0	No
On-Air Recruitment Spots			3	No

5B. Job Title: Account Executive			Referral Source of Hire: Word of Mouth	
Recruitment Source	Contact	Address	# of Interviews Conducted	Recruitment Source Requested Notification
Inter-Office Posting	Stefan Rybak	Water Mill, NY	0	No
NYS Dept of Labor	1-888-4-NYSDOL	168-46 91st Avenue Jamaica NY 11432	0	No
NYS State Unemployment	Marion Blewas 1-888-4-NYSDOL	134 East Main St Riverhead NY 11901	0	No
Suffolk Community	Mary 631-548-2500	Speonk-Riverhead Rd Riverhead NY 11901	0	No
Word of Mouth			2	No
Indeed.com			0	No
Craigslist.com			0	No
On-Air Recruitment Spots			4	No

5C. Job Title: Account Executive			Referral Source of Hire: Word of Mouth	
Recruitment Source	Contact	Address	# of Interviews Conducted	Recruitment Source Requested Notification
Inter-Office Posting	Stefan Rybak	Water Mill, NY	0	No
NYS Dept of Labor	1-888-4-NYSDOL	168-46 91st Avenue Jamaica NY 11432	0	No
NYS State Unemployment	Marion Blewas 1-888-4-	134 East Main St Riverhead NY 11901	0	No

NYSDOL

Suffolk Community	Mary 631-548-2500	Speonk-Riverhead Rd Riverhead NY 11901	0	No
Word of Mouth			1	No
Indeed.com			1	No
Craigslist.com			0	No
On-Air Recruitment Spots			3	No

5D. Job Title: Programming Assistant

Referral Source of Hire: Inter-Office Posting

Recruitment Source	Contact	Address	# of Interviews Conducted	Recruitment Source Requested Notification
Inter-Office Posting	Stefan Rybak	Water Mill, NY	1	No
NYS Dept of Labor	1-888-4-NYSDOL	168-46 91st Avenue Jamaica NY 11432	0	No
NYS State Unemployment	Marion Blewas 1-888-4-NYSDOL	134 East Main St Riverhead NY 11901	0	No
Suffolk Community	Mary 631-548-2500	Speonk-Riverhead Rd Riverhead NY 11901	0	No
Word of Mouth			0	No
Indeed.com			0	No
Craigslist.com			0	No
On-Air Recruitment Spots			0	No

6. Total number of Interviewees Referred:

For the period February 1, 2020 to January 31, 2021, this employment unit interviewed 16 candidates for full-time vacancies.

7. Supplemental Recruitment Initiatives:

a. Diversity, Discrimination and Inclusion Training

LRS holds annual Employment Discrimination and Sexual Harassment training, conducted by Paychex. Topics include:

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- an explanation of sexual harassment consistent with guidance issued by the N.Y. Department of Labor in consultation with the N.Y. Division of Human Rights
- examples of conduct that would constitute unlawful sexual harassment
- information concerning the federal and state statutory provisions concerning sexual harassment and remedies available to victims of sexual harassment
- information concerning employees' rights of redress and all available forums for adjudicating complaints
- information addressing conduct by supervisors and any additional responsibilities for such supervisors
- providing a notice to employees that contains the employer's sexual harassment policy and a copy of the information presented at the sexual harassment prevention training

b. Mentorship Program

The LRS General Manager regularly mentors staff to help improve their performance and experience at the station, including with sales, presentations, client appointments and general day-to-day experience at the station. LRS management also regularly encourages its staff to present reports and ideas at meetings, lead teams, and develop programs for the stations.

c. Training Programs Designed to Improve Job Skills

LRS regularly encourages employees to participate in programs designed to improve job skills, however due to the COVID 19 pandemic, was unable to participate during this EEO reporting period.

d. Internship Program

LRS has a longstanding internship program, however, due to the COVID 19 pandemic, was unable to host interns during this EEO reporting period. LRS intends to resume the program as soon as it is safe to do so.

EEO PUBLIC FILE REPORT

This report covers full-time vacancy recruitment data for the period: February 1, 2021-January 31-2022.

1) Employment Unit: LRS Radio, LLC

2) Unit Members (Stations and Communities of License): WBAZ, Bridgehampton, NY
WBEA, Southold, NY
WEHM, Manorville, NY
WEHN, East Hampton, NY

3) EEO Contact Information for Employment Unit:

Mailing Address:	Telephone Number: 631-267-7800
Long Island Radio Broadcasting 760 Montauk Highway, 1C	Contact Person/Title: Harry Wareing, Director of Programming/Ops.
	Email Address: harry@libroadcasting.com

4) Full-time job vacancies filled by each station in the Employment Unit: For the period from February 1, 2021-January 31-2022 this Employment Unit hired 3 full-time employee(s) during the reporting period.

Position Title	Contact Person	Date Filled
Account Executive	Stefan Rybak	8.3.21
Long Island Radio Broadcasting Account Executive, responsible for selling advertising. Recruitment Source: Linked-In		

Position Title	Contact Person	Date Filled
Account Executive	Stefan Rybak	9.13.21
Long Island Radio Broadcasting Account Executive, responsible for selling advertising. Recruitment Source: WEHM ON-AIR ADVERTISEMENT		

Position Title	Contact Person	Date Filled
Account Executive	Stefan Rybak	10/25/21
Long Island Radio Broadcasting Account Executive, responsible for selling advertising. Recruitment Source: Facebook Post		

5) Total # of Interviewees Referred: For the period from February 1, 2021-January 31-2022 this Employment Unit interviewed 8 candidates for full-time job vacancies.

5A) JOB TITLE: ACCOUNT EXECUTIVE

REFERRAL SOURCE OF HIRE:

RECRUITMENT SOURCE	CONTACT	ADDRESS	# OF INT.	REQ. NOTIFY
INTER-OFFICE POSTING	STEFAN RYBAK	WATERMILL,NY	0	N
NYS DEPT. OF LABOR	1-888-4-NYSDOL	168-46 91 ST AVENUE, JAMAICA, NEW YORK 11432	0	N
NYS UNEMPLOYMENT	MARION BLEWAS	134 East Main St.	0	N
	1-888-4-NYSDOL	RIVERHEAD NY		
WORD OF MOUTH			1	N
INDEED.COM			1	N
ZIP RECRUITER			0	N
CRAIGS LIST			0	N
ON-AIR RECRUITMENT SPOTS			3	N
LINKED-IN			2	N
FACEBOOK JOB POST			1	N

5B) JOB TITLE: ACCOUNT EXECUTIVE

REFERRAL SOURCE OF HIRE:

RECRUITMENT SOURCE	CONTACT	ADDRESS	# OF INT.	REQ. NOTIFY
INTER-OFFICE POSTING	STEFAN RYBAK	WATERMILL, NY	0	N
NYS DEPT. OF LABOR	1-888-4-NYSDOL	168-46 91 ST AVENUE, JAMAICA, NEW YORK 11432	0	N
NYS UNEMPLOYMENT	MARION BLEWAS	134 East Main St.	0	N
	1-888-4-NYSDOL	RIVERHEAD NY		
WORD OF MOUTH			1	N
INDEED.COM			1	N
ZIP RECRUITER			0	N

CRAIGS LIST	0	N
ON-AIR RECRUITMENT SPOTS	3	N
LINKED-IN	1	N
FACEBOOK JOB POST	1	N

5C) JOB TITLE: ACCOUNT EXECUTIVE

REFERRAL SOURCE OF HIRE:

RECRUITMENT SOURCE	CONTACT	ADDRESS	# OF INT.	REQ. NOTIFY
INTER-OFFICE POSTING	STEFAN RYBAK	WATERMILL, NY	0	N
NYS DEPT. OF LABOR	1-888-4-NYSDOL	168-46 91 ST AVENUE, JAMAICA, NEW YORK 11432	0	N
NYS UNEMPLOYMENT	MARION BLEWAS	134 East Main St.	0	N
	1-888-4-NYSDOL	RIVERHEAD NY		
WORD OF MOUTH			1	N
INDEED.COM			1	N
ZIP RECRUITER			0	N
CRAIGS LIST			0	N
ON-AIR RECRUITMENT SPOTS			2	N
LINKED-IN			1	N
FACEBOOK JOB POST			1	N

6) Supplemental Recruitment Initiatives:

a. Diversity, Discrimination and Inclusion Training

LRS holds annual Employment Discrimination and Sexual Harassment training, conducted by Paychex. Topics include:

- an explanation of sexual harassment consistent with guidance issued by the N.Y. Department of Labor in consultation with the N.Y. Division of Human Rights
- examples of conduct that would constitute unlawful sexual harassment
- information concerning the federal and state statutory provisions concerning sexual harassment and remedies available to victims of sexual harassment

- information concerning employees' rights of redress and all available forums for adjudicating complaints
 - information addressing conduct by supervisors and any additional responsibilities for such supervisors
 - providing a notice to employees that contains the employer's sexual harassment policy and a copy of the information presented at the sexual harassment prevention training
- b. Mentorship Program

The LRS General Manager regularly mentors staff to help improve their performance and experience at the station, including with sales, presentations, client appointments and general day-to-day experience at the station. LRS management also regularly encourages its staff to present reports and ideas at meetings, lead teams, and develop programs for the stations.

c. Training Programs Designed to Improve Job Skills

- i. On 02/09/21, the Sales Department attended an online training webinar. The focus of the training was automotive advertising, and topics included how to increase the level of advertising dollars that LRS Radio receives from local automotive dealers
- ii. On 02/16/21, the Sales Department attended an online training webinar. The focus of the training was how to provide local businesses with creative ideas that will help them attract more customers
- iii. On 02/24/21, the Sales Department attended an online training webinar. The focus of the training was how LIRB's advertising sales representatives could improve their day-to-day performance by improving their daily work habits, eg, having a consistent schedule each day, making X phone calls each day, making greater use of spec spots (demo commercials), selling special advertising packages
- iv. On 03/24/21, the Sales Department attended an online training webinar. The focus of the training was to show our ad sellers that their greatest opportunity is by selling more advertising to small and medium-size local businesses, as opposed to large regional and national advertising. Also, how to attract more local advertising dollars.
- v. On 05/18/21, Stefan Rybak and Harry Wareing attended an online training program regarding the HERO Act; how to make the office compliant with Federal and New York State law pertaining to Covid / health regulations
- vi. On 08/09/21, the Sales Department attended an in-person gathering in the community to discuss the local economy as it pertains to advertising sales opportunities post-Covid
- vii. On 10/08/21, Lauren Stone, Stefan Rybak, Harry Wareing, and Justin Milliner attended an online forum to review and discuss Covid compliance with revised Federal and NYS guidelines

- viii. On 01 / 27/22, the Sales Department attended an online training webinar pertaining to Pulse, a media research program that shows local businesses the advertising and marketing opportunities that exist in the local trading area.

d. Internship Program

LRS has a longstanding internship program. Due to the COVID 19 pandemic, LRS was unable to host interns during this EEO reporting period. LRS intends to resume its internship program as soon as it is safe to do so.