

EEO PUBLIC FILE REPORT

WFRB (FM), 105.3, Frostburg, MD
WFRB (AM), 560, Frostburg, MD
WRQE (FM), 106.1, Cumberland, MD
WTBO (AM), 1450, Cumberland, MD
W289BR (FM), 105.7, Cumberland, MD

This EEO Public File Report Covers June 1, 2016-May 31, 2017

This EEO Public File Report is filed in Station **WFRB FM/WRQE/WTBO/WFRB AM** public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

During the one-year period ending on May 31, 2017, the station filled the following full-time vacancies:

Sales Account Executives: 3
Traffic Director: 1

ACTIVITY TO REPORT THIS PERIOD

The station interviewed a total of 28 people for all full-time vacancies during the period covered in this report.

RECRUITMENT SOURCES USED

Attachment A contains the following information for the full-time vacancies:

- The recruitment source(s) used to fill each vacancy;
- The recruitment source that referred the hiree for each full-time vacancy;
- The total number of persons interviewed for each full-time vacancy; and
- The total number of interviewees referred by each recruitment source used in connection with the vacancies.

Attachment B contains a list and brief description of menu options activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report.

Employment Unit Address: 350 Byrd Ave, Cumberland, MD 21502

If your organization would like to be contacted regarding future vacancies, please contact:

Forever Media Inc.
350 Byrd Ave
Cumberland, MD 21502
Attention: Tim Martin

Phone: 301-722-6666

Email: tmartin@forevermediainc.com

**ATTACHMENT A
FULL-TIME VACANCY EEO INFORMATION**

FOREVER OF MD LLC is an equal opportunity employer and does not discriminate in the hiring, training or promotion of employees by reason of race, color, religion, sex, or national origin. We engage in a continuing effort to seek out prospective applicants for employment. We contacted agencies in the area of the station to solicit for full-time open positions of employment. The attachment exemplifies those agencies contacted. Those, which requested to be contacted, are so noted. We have found these agencies to be suppliers of possible employees.

RECRUITMENT SOURCES	CONTACT PERSON	ADDRESS	CITY - STATE - ZIP	PHONE/FAX/EMAIL	Did Source Request Notification?	How many referrals from this source?
ALLEGANY COLLEGE OF MD	JOHN BONE	12401 WILLOWBROOK ROAD	CUMBERLAND, MD 21502	jbone@allegany.edu 301-784-5243	YES	0
FROSTBURG BUSINESS AND PROFESSIONAL ORGANISATION	GEORGE PAPPAS	12 W. MAIN STREET	FROSTBURG, MD 21532	301-689-1680	YES	0
GARRETT COLLEGE	JOB PLACEMENT OFFICE	687 MOSSER ROAD	McHENRY, MD 21541	www.gcc.cc.md.us 301-387-3132	YES	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	www.psc.wvu.edu 800-262-7332	YES	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI	124 SANDY SPRING HALL	FROSTBURG, MD 21532	www.collegecentral.com/frostburg 301-687-4403	YES	0
WOMENS HELP CENTER	KATHY RITTER	809 NAPOLEON STREET	JOHNSTOWN, PA 15901	womenshelpcenter.org 1814-533-2493	NO	0
www.forevercumberland.com	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
ALLEGANY COUNTY UNITED WAY	MARY BETH PIROLOZZI	138 BALTIMORE ST. SUITE 102	CUMBERLAND, MD 21502	acuw@acuw.com 301-722-6666	NO	0
FOREVER BROADCASTING INTERNAL POSTING	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
FOREVER BROADCASTING ON AIR (WFRB FM, WRQE, WTBO, WFRB-AM)	TIM MARTIN	350 BYRD AVE	JOHNSTOWN, PA 15905	301-722-6666	NO	0
The Western Maryland Consortium (Cumberland)	www.westernmarylandconsortium.org	138 Baltimore Street Suite 102	Cumberland, MD 21502	301-777-1221	NO	0

FULL-TIME VACANCY EEO INFORMATION

Job Title of Vacancy: SALES ACCOUNT EXECUTIVES – POSITIONS #1 & #2 & #3

Date Vacancy Opened: 09/08/16

Date Vacancy Filled: 1/03/17

Recruitment Source That
Referred the Hiree: Forever Broadcasting On-Air
Total Number Hired: 3
Total Number of Persons Interviewed for the Vacancy: 17

Recruitment Sources Used to Fill the Vacancy

RECRUITMENT SOURCES	CONTACT PERSON	ADDRESS	CITY - STATE - ZIP	PHONE/FAX/ EMAIL	Did Source Request Notification?	How many referrals from this source?
ALLEGANY COLLEGE OF MD	JOHN BONE	12401 WILLOWBROOK ROAD	CUMBERLAND, MD 21502	jbone@allegany.edu 301-784-5243	YES	0
FROSTBURG BUSINESS AND PROFESSIONAL ORGANISATION	GEORGE PAPPAS	12 W. MAIN STREET	FROSTBURG, MD 21532	301-689-1680	YES	0
GARRETT COLLEGE	JOB PLACEMENT OFFICE	687 MOSSER ROAD	McHENRY, MD 21541	www.gcc.cc.md.us 301-387-3132	YES	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	www.psc.wvu.edu 800-262-7332	YES	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI	124 SANDY SPRING HALL	FROSTBURG, MD 21532	www.collegecentral.com/frostburg 301-687-4403	YES	0
WOMENS HELP CENTER	KATHY RITTER	809 NAPOLEON STREET	JOHNSTOWN, PA 15901	womenshelpcenter.org, 1814-533-2493	NO	0
www.forevercumberland.com	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
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The Western Maryland Consortium (Cumberland)	www.westernmarylandconsortium.org	138 Baltimore Street Suite 102	Cumberland, MD 21502	301-777-1221	NO	0

FULL-TIME VACANCY EEO INFORMATION

Job Title of Vacancy: TRAFFIC DIRECTOR – POSITION #4

Date Vacancy Opened: 12/27/16

Date Vacancy Filled: 3/01/17

Recruitment Source That

Referred the Hiree:

Total Number Hired:

Total Number of Persons Interviewed for the Vacancy: 11

Western Maryland Consortium

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Recruitment Sources Used to Fill the Vacancy

RECRUITMENT SOURCES	CONTACT PERSON	ADDRESS	CITY - STATE - ZIP	PHONE/FAX/EMAIL	Did Source Request Notification?	How many referrals from this source?
ALLEGANY COLLEGE OF MD	JOHN BONE	12401 WILLOWBROOK ROAD	CUMBERLAND, MD 21502	jbone@allegany.edu 301-784-5243	YES	0
FROSTBURG BUSINESS AND PROFESSIONAL ORGANISATION	GEORGE PAPPAS	12 W. MAIN STREET	FROSTBURG, MD 21532	301-689-1680	YES	0
GARRETT COLLEGE	JOB PLACEMENT OFFICE	687 MOSSER ROAD	McHENRY, MD 21541	www.gcc.cc.md.us 301-387-3132	YES	0
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-ATTACHMENT B-
OUTREACH ACTIVITIES

Attachment B contains a list and brief description of menu option activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report. The stations have engaged in the following outreach activities during the year covered by this report:

1 FOREVER MEDIA of MD. HOSTED JOB FAIR

- Forever Media of MD hosted a Job Fair on Thursday, April 13, 2017 at the Cumberland offices, 350 Byrd Avenue, Cumberland, MD . Representing Forever Media of MD was Richard Conwell, General Manager.

2 FOREVER MEDIA of MD. HOSTED JOB FAIR

- Forever Media of MD hosted a Job Fair on Thursday, April 20, 2017 at the Cumberland offices, 350 Byrd Avenue, Cumberland, MD . Representing Forever Media of MD was Richard Conwell, General Manager.

3 CONVENTIONS, CAREER DAYS, WORKSHOPS

- April 7, 2017 –Carson Yoder, WFRB FM Program Director made presentations to Salisbury High School students at their Annual Career Day.

4 CONVENTIONS, CAREER DAYS, WORKSHOPS

- November 15, 2016 – Tim Martin, Operations Manager and Carson Yoder, WFRB FM Program Director were presenters to students at the Braddock Middle School and Mount Savage Middle school Focus on the Future.
- November 16, 2016 – Tim Martin, Operations Manager and Carson Yoder, WFRB FM Program Director were presenters to students at the Washington Middle School and Westmar Middle school Focus on the Future.

5 CONVENTIONS, CAREER DAYS, WORKSHOPS

- March 29, 2017 – Tim Martin, Operations Manager and News Director Jim Van are charter members of the Program Advisory Committee for Allegany College of Maryland's Communications Arts. This is an on-going advisory committee, to help guide the future of the Communication Arts Program. Tim Martin and Jim Van are permanent members of the committee and will continue to attend regular meetings.

RADIO STATION GROUP TOURS:

We routinely give group tours of our facilities, 350 Byrd Avenue, Cumberland, MD and 242 Finzel Road, Frostburg, MD to organizations such as the Boy and Girl Scouts, Elementary and high school groups, church groups and other similar groups. The tours provide an introduction to the Radio Broadcasting industry and are offered for free. A typical tour includes information on the history of Radio and our stations. We explain and demonstrate the broadcasting equipment used to transmit programming from the studio to the transmitter site, we explain the studio equipment and how it functions. An introduction and hands on recording of commercial production is demonstrated. An explanation of all positions and responsibility of station personnel is also given. We discuss our station formats, audience and coverage area. The tours are tailored to meet the goals of the specific groups.

- April 10, 2017 – Carson Yoder, WFRB FM Program Director gave a station tour to PVAA Rangers Baseball team members from Cresaptown.

To request a tour contact

Forever Media of MD
350 Byrd Ave
Cumberland, MD 21502
Attention: Tim Martin, Operations Manager
301-722-6666

ESTABLISHMENT OF TRAINING PROGRAMS FOR STATION PERSONNEL:

- The station's general manager and account executives have been routinely training on-line with the Radio Advertising Bureau. During this period, all account executives have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are designed to improve our sales team's knowledge about radio.
- Annually, and upon each new hire, every Forever Media Inc. employee is mandated to review policies and procedures for unlawful harassment including sexual harassment. After attending training sessions, each employee signs-off indicating their understanding of what encompasses harassment and the appropriate action to take in the event of an occurrence.
- Forever Media Inc. incorporates an additional level of employee training with the PAB-P1Learning program. P1Learning provides on-line training and operations development solutions focused exclusively on the media industry. P1 provides selling techniques and concepts, tips, training, development leadership advice and legal compliance requirements to salespersons, human resources, supervisors and management. All employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.
- Forever Media Inc. General Managers schedule weekly, daily and individual meetings with Sales Account Executives to review, guide and train in order to help each succeed in their career.

If your organization would like to be contacted regarding future vacancies, please contact:

Tim Martin - Operations Manager
Forever Media Inc.
350 Byrd Ave
Cumberland, MD 21502
Phone: 301-722-6666
Fax: 301-722-0945