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**EEO PUBLIC INSPECTION FILE REPORT AND RELATED
INTERNAL RECORDKEEPING FORMS**

Attached is a suggested form for creation of stations' annual EEO Public Inspection File Reports. This form allows listing of information concerning fulltime job vacancies filled during the year. It also includes provisions for reporting a station's "supplemental recruitment activities," as required by "Prong Three" of the FCC's new EEO outreach/recruitment requirements.

Also included are suggested forms for internal recordkeeping concerning fulltime job vacancies and supplemental recruitment activities.

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EEO PUBLIC INSPECTION FILE REPORT

(Place Report in Public Inspection File Annually, on Anniversary Date of the Deadline for Filing the Station's License Renewal Application)

A. FULL TIME JOB VACANCIES FILLED BY STATION DURING ANNUAL REPORTING PERIOD

1. Total number of Interviewees for all full-time vacancies filled during the past year:
 __12__

2. A list of all supplemental recruitment activities performed during the past year, with a brief description of each activity is attached hereto, if applicable.

3. Full-Time jobs filled during the past year __2__

a. Title of Full Time Job Filled: Traffic _____
Date Position Filled: 3-6-17 _____

Recruitment Source Used: __Prairie Radio Communications__
Referred hire? Y __x__ N ___ Number of Interviewees referred: __3__
Contact Person: Loren Follmer _____
Address: 55 Public Square _____
Phone: Monmouth, IL 61462 _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: ___
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: ___
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: ___
Contact Person: _____
Address: _____
Phone: _____

b. Title of Full Time Job Filled: Sales _____
Date Position Filled: 8-25-16 _____

Recruitment Source Used: Indeed
Referred hire? Y x N ___ Number of Interviewees referred: 8
Contact Person: David Klockenga
Address: indeed.com
Phone: _____

Recruitment Source Used: Radio Website
Referred hire? Y ___ N x Number of Interviewees referred: 0
Contact Person: David Klockenga
Address: 55 Public Square
Phone: Monmouth, IL 61462

Recruitment Source Used: Monmouth College
Referred hire? Y ___ N x Number of Interviewees referred: 1
Contact Person: Marnie Dugan
Address: 700 East Broadway Monmouth, IL 61462
Phone: 309 457 2345

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

c. Title of Full Time Job Filled: _____
Date Position Filled: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

d. Title of Full Time Job Filled: _____
Date Position Filled: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

Recruitment Source Used: _____
Referred hire? Y ___ N ___ Number of Interviewees referred: _____
Contact Person: _____
Address: _____
Phone: _____

FIRST EEO SUPPLEMENT ACTIVITY DESCRIPTION SHEET

Activity: _____ Internship-Madison Ballard _____

Date: _____ 6-1-16 to 8-08-17 _____

Participating Employees: _Loren Follmer_____

Host/Sponsor of Activity: __WRAM/WAIK_____

Brief Description of Activity and Station Participation:

Madison participated in morning agriculture reports for the WRAM morning show,
Produced news stories, and provided ag reports from the local fairs.

SECOND EEO SUPPLEMENT ACTIVITY DESCRIPTION SHEET

Activity: _____ Internship-Jake Brooks_____

Date: _____ 12-19-16 to 12-30-17_____

Participating Employees: _____ Vanessa_____

Host/Sponsor of Activity: _____ WRAM/WAIK_____

Brief Description of Activity and Station Participation:

Jake wrote and produced news stories related to our Freezing for Food event featuring local civic leaders, legislators and city and school officials.

THIRD EEO SUPPLEMENT ACTIVITY DESCRIPTION SHEET

Activity: Kiwanis Club Speaker

Date: 6-21-17

Participating Employees: Brandon Hartman

Host/Sponsor of Activity: Sean Cavanaugh - Kiwanis

Brief Description of Activity and Station Participation:

30 minute speech regarding the radio industry as it pertains to the last 30 years. Brandon also described the Prairie Radio Communications, the various positions throughout the company and subsequently any openings currently available.

FOURTH EEO SUPPLEMENT ACTIVITY DESCRIPTION SHEETActivity: Knox County Y Solutions ProgramDate: 2-27-17Participating Employees: Loren Follmer and Latisha NewmanHost/Sponsor of Activity: Churchill Junior High- Galesburg

Brief Description of Activity and Station Participation:

Loren and Latisha both spoke about opportunities and challenges in their personal lives that affected their professional development. Both employees shared with the students what their profession consisted of at Prairie Radio including a description of the positions in our company.

FIFTH EEO SUPPLEMENT ACTIVITY DESCRIPTION SHEETActivity: Career DayDate: 3-29-17Participating Employees: Shawn Temple and Brandon HartmanHost/Sponsor of Activity: West Central High School

Brief Description of Activity and Station Participation:

Both employees shared information about our company and the different positions within the industry. They spoke with 32 students ranging from 8th-12th grade during a 2-hour period.

Activity: Lombard Middle School - Galesburg Community Unit School DistrictDate: March 27, 2017Participating Employees: Latisha Newman, C.F.O.Host/Sponsor of Activity: Solutions Program of the Knox County YMCA

Brief Description of Activity and Station Participation:

Latisha Newman presented to a group of approximately 25 middle school aged students regarding Prairie Radio Communications and careers in Radio Broadcasting. She spent time answering questions about how to work in the many careers in radio.

Below are Internal Recordkeeping Forms to be Used as Part of EEO Compliance

INTERNAL EEO RECORDKEEPING FORM

[NOT FOR PUBLIC FILE]

FULL TIME JOB VACANCIES FILLED BY
STATION DURING ANNUAL REPORTING PERIOD

1. Title of Full Time Job Filled: _____
Date Position Filled: _____
Person ultimately hired for position: _____

2. Recruitment Source that referred person hired: _____
Requested notification of vacancies? Y ___ N ___
Contact Person: _____
Address: _____

Phone: _____
Fax: _____

3. Recruitment Sources contacted about vacancy:

Recruitment Source: _____ Requested notification of vacancies? Y ___ N ___
Contact Person: _____
Address: _____

Phone: _____
Fax: _____
Names of Interviewees
referred (if any): _____

Recruitment Source: _____ Requested notification of vacancies? Y ___ N ___
Contact Person: _____
Address: _____

Phone: _____
Fax: _____
Names of Interviewees
referred (if any): _____

Recruitment Source: _____ Requested notification of vacancies? Y ___ N ___

Contact Person: _____

Address: _____

Phone: _____

Fax: _____

Names of Interviewees referred (if any) _____

- 4. Dated copies of all advertisements, bulletins, letters, faxes, e-mails or other communications announcing this vacancy are attached hereto.
- 5. Documentation showing that Recruitment Sources who requested to be notified about vacancies were so notified is attached hereto.
- 6. Approval of Form

By: _____

Title: _____

Date: _____

INTERNAL EEO SUPPLEMENTAL RECRUITMENT ACTIVITIES
WORKSHEET
[NOT FOR PUBLIC FILE]

1. How many Full-Time Employees are at your station? ____
 - If less than five, no Supplemental Recruitment Activities need to be undertaken.
 - If between five and ten full-time employees or the station is in a "small market," as defined in the FCC's EEO rules, select and mark two of the activities listed in Section 2 and implement them within a two-year period ending on the anniversary date of the deadline for the station to file its license renewal application.
 - If more than ten full-time employees, select and mark four of the activities listed in Section 2 and implement them within a two-year period ending on the anniversary date of the deadline for the station to file its license renewal application.

2.
 - participation in at least 4 job fairs by station personnel who have substantial responsibility in making hiring decisions;
 - hosting at least one job fair;
 - co-sponsoring at least one job fair with businesses or professional organizations whose members include substantial numbers of women and minorities;
 - participation in at least four events sponsored by community organizations whose members include individuals interested in broadcast employment;
 - establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
 - participation in general (as opposed to vacancy-specific) outreach efforts, by means of job banks or Internet programs;
 - participation in scholarship programs directed to students desiring to pursue a career in broadcasting;
 - establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
 - establishment of mentoring programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
 - participation in at least four events or programs relating to career opportunities in broadcasting sponsored by educational institutions;
 - sponsoring at least two programs designed to educate members of the community about employment in the broadcasting industry;
 - listing each upper-level job opening in a job bank or media newsletter that reaches substantial numbers of women and minorities;
 - assisting unaffiliated non-profit entities in maintaining websites that counsel individuals who seek employment or advancement in the broadcast industry;
 - training management personnel in methods to ensure equal employment opportunities and prevent discrimination;
 - training unaffiliated recruitment organization personnel to help them better assist individuals looking for employment in the broadcast industry; or
 - participation in other events that are reasonably calculated to reach potential job applicants outside of the broadcast industry.

3. For each checked activity, complete one **SUPPLEMENT ACTIVITY DESCRIPTION SHEET** and include this sheet as part of your EEO Public Inspection File Report