

**PAMAL BROADCASTING, LTD
DBA ALBANY BROADCASTING COMPANY**

**ANNUAL EEO PUBLIC FILE REPORT
WBNR, WHUD, WLNA, WSPK, WXPB
WBPM, WGHQ**

February 1, 2023 – January 31, 2024

The above stations are owned and operated Pamal Broadcasting Ltd, and licensed to its subsidiary corporation, 6 Johnson Road Licenses, Inc.

Pamal Broadcasting is an equal opportunity employer that encourages minorities and females to apply for job openings.

SECTION I. Vacancy List. The following chart shows the positions filled during the reporting period. Please see section II for the full Master Recruitment Source List for the recruitment source data:

Job Title	Recruitment Sources (RS) Used to Fill the Vacancy	RS Referring Hire
Account Executive	1, 2, 3, 5, 7, 8, 17	3
National Sales Manager	1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 17, 20	7

All sources that requested to be notified of openings were notified during the time when they requested notifications.

SECTION II Master Recruitment Source List

<u>RS #s</u>	Referral sources notified of vacancy	Source Entitled To Vacancy Info (Y/N)	# of Interviewees Referred By RS in the last 12 Months
<u>1</u>	Pamal Broadcasting - Corporate Website www.pamal.com,	N	
<u>2</u>	Internal Posting at Pamal Broadcasting Email to all staff; post at Beacon, White Plains and Kingston Office	N	
<u>3</u>	Indeed, www.indeed.com	N	20
<u>4</u>	All Access, www.allaccess.com	N	
<u>5</u>	Individual Station Website: www.whud.com; www.k104online.com	N	
<u>6</u>	www.1071thepeak.com; www.wbpmfm.com; www.realcountryhv.com, www.newyork.usnlx.com	N	
<u>7</u>	Employee/Internal Referral	N	1
<u>8</u>	Outside Referral or Word of Mouth	N	
<u>9</u>	Connecticut School of Broadcasting; Andrew Hoops; ahoops@gocscb.com	N	
<u>10</u>	NYS Broadcasters Job Bank nysbroadcasters.org, Carolyn M. Jung Communications/Website Administrator New York State Broadcasters Association, Inc. 1805 Western Avenue Albany NY 518-456-8888	N	
<u>11</u>	Search For Change kletsinger@seagrchforchang.com www.searchforchange.org, K. Letsinger 115 East Stevens Avenue Valhalla, New York 10595 (914) 428-5600	N	
<u>12</u>	On-Air Campaign for Sales Openings	N	
<u>13</u>	Terrance Wright Organization Standwithali@gmail.com 30 Green Street, Beacon, NY 12508	N	

All sources that requested to be notified of openings were notified during the time when they requested notifications.

<u>14</u>	New School Of Radio & Television (The) 50 Colvin Ave Albany NY 12206 Cathy Taylor ctaylor@newschoolalbany.edu 518-438-7682	N	
<u>15</u>	Mount Saint Mary College www.msmc.edu/connections www.msmc.edu ,	N	
<u>16</u>	Ability Beyond Disability www.abilitybeyond.org , Shaileen Brighton-Ortiz Services Manager New York Office 480 Bedford Road Chappaqua, NY 10514 (888) 832-8247	N	
<u>17</u>	NYS DOL www.labor.ny.gov Patrick Brown, Associate Employment Services Representative, Harriman State Office Campus Building 12, Room 422, Albany NY 12240 P: (518) 457-2483 F: (518) 485-2577	N	
<u>18</u>	PARC ,hr@putnamarc.org,575 Drewville Rd, Carmel Hamlet, NY 10512	N	
<u>19</u>	Norman Staffing (Employment Agency) 231 Clinton Ave Kingston, NY 12401	N	
<u>20</u>	New York State Education Department www.nysed.gov , Bryan D. Baszczuk, Employment Specialist Business Services Representative ACCES-VR-Albany District Office 80 Wolf Road, Albany, New York 12205 TEL.: 518-485-7748 / FAX.: 518-457-4562	N	
<u>21</u>	Westchester-Putnam One-Stop Career Center www.westchesterputnamonestop.com 120 Bloomingdale Road White Plains, NY 10605 914-995-3910	N	
<u>22</u>	WRO, Inc. Eileenwall5@hotmail.com 65 Walker Avenue White Plains, NY 10605	N	
<u>23</u>	Zip Recruiter www.ziprecruiter.com	N	

<u>24</u>	LinkedIn www.linkedin.com	N	
<u>25</u>	Glassdoor www.glassdoor.com	N	
Total # of Interviewees over the last 12 months			21

SECTION III. Recruitment Initiatives. The following recruitment initiatives were conducted during the reporting period.

Job Fair Host/Sponsor

Albany Job Fair – www.albanyjobfair.com
Holiday Inn Express Conference Center, Latham NY 12110
April 19, 2023
www.albanyjobfair.com

Albany Job Fair – www.albanyjobfair.com
Holiday Inn Express Conference Center, Latham NY 12110
June 7, 2023
www.albanyjobfair.com

[Pallisades Center -Career Fair -Back to Business Event](#)
100 Pallisades Center, Drive, West Nyack, NY 10994
August 12, 2023 12noon-4pm

Poughkeepsie Galleria -Career Fair
2001 South Road, Poughkeepsie, NY 12508
August 19, 2023

Galleria at Crystal Run (Career Fair)
1 Galleria Drive, Middletown, NY 10940
September 9, 2023

Albany Job Fair – www.albanyjobfair.com
Holiday Inn Express Conference Center, Latham NY 12110
October 4, 2023
www.albanyjobfair.com

Roy C Ketcham High School
9 Myers Corners Rd, Wappingers Falls, NY 12590
November 23, 2023

All Pamal radio stations including the Hudson Valley Cluster were represented at these company sponsored job fairs at the Holiday Inn Express in Latham and online at www.albanyjobfair.com. Applicable resumes were shared with the management of the Hudson Valley cluster of radio stations. The Hudson Valley was represented by the president of Pamal Broadcasting, James Morrell.

Management Training for Anti-Harassment

October 2023 Current Associates

Annually, all associates, including management receive online Anti-harassment training. The training is provided by a benefits firm, Benetech that has a platform of online training tools for a variety of benefits and employment subjects. This training is required for all new hires as well as once during the calendar year. The training encompasses federal and statutory provisions concerning sexual harassment and harassment based on disability, age, gender, religion, pregnancy and sexual orientation and provides available remedies as well as our compliant procedure. The online training is approximately one hour and is interactive throughout the presentation requiring the associate to engage by answering questions to gauge their understanding of the material being presented.

Pamal Broadcasting Internships

Pamal Broadcasting Ltd., has an ongoing internship program. Supervised by department managers after approvals by the General Manager and Corporate HR Department, interns work in various departments and are paid. Throughout the internship program, part-time employment and full-time employment has resulted over the years. Positions have been filled in promotions, marketing and other areas. For 2023-2024, the Hudson Valley Cluster had three paid interns; one from Union College, one from Notre Dame and one from SUNY Purchase--, the internship period was from June 1, 2023 to August 12, 2023.

Station Tours For Students Interested in Broadcasting

Pamal Broadcasting has hosted student tours of our radio facilities with station personnel conducting tours and answering questions.

Ossining High School, November 23, 2023- Jarett Galeno, Asst Program Director/ Instructor)

SUNY Orange, November 23, 2023- Jarett Galeno, Assistant Program Director/ Instructor)

Special Needs Workforce Tour, October 23, 2023- Jimmy Lyles, Promotions Director)

In-House Mentoring

The station employment unit has an on-going mentoring program for all new employees which is designed to further new salespeople as well as inspiring on-air personalities to further their careers in broadcasting.

For sales, senior managers conduct scheduled trainings and engage in individualized follow-up pods for every new salesperson. These pods are designed to teach new employees all aspects of radio sales as well as teach them about the company's culture. The program also includes recorded sales and digital training webinars, as well as one on one in-person training and sales calls out in the field with local sellers and managers.

For on-air, senior managers as well as many of the on-air personalities mentor new employees through a series of in-studio and in-production, one on one trainings. These trainings are designed to allow new employees to learn techniques as well as all aspects of the board and recording options to increase their on-air skills. These one-on-one meetings are on-going, as studio time is available. New employees are provided with opportunities to practice recording spots with direct help as well as learn the skills needed to succeed in a four-to five-hour studio shift.

Educational Outreach in the Community

Pamal Broadcasting employees present classes or lectures on careers in Broadcasting.

SUNY Orange (Orange Community College)
Jarrett Galeno, Assistant Program Director of WSPK-FM

January 2023-May 2023

August 2023-December 2023

Tuesday & Thursday- 9:00am-10:45am

Intro to Radio & TV Broadcasting. Students visit our studios to observe live programming and see our production facilities.

-Toys For Tots w/ NYS Police Troop K (Dec 23, 2023- K104)

-Food for Families Food Drive (Dec 23, 2023- K104)

-Fishkill Food Pantry Food Drive w/ Town of Fishkill Police (Nov 23, 2023- K104)

-WHUD's 19th Annual Radiothon (Nov 23, 2023- WHUD)