

# **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, 2015-May 31, 2016**

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 May31, 2016, the station filled the following full-time vacancies:

Sales Account Executives: 2  
On Air Personnel: 2

**ACTIVITY TO REPORT THIS PERIOD**

The station interviewed a total of 12 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](mailto: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

<b>RECRUITMENT SOURCES</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>CITY - STATE - ZIP</b>	<b>PHONE/FAX/ EMAIL</b>	<b>Did Source Request Notificatio n?</b>	<b>How many referrals from this source?</b>
ALLEGANY COLLEGE OF MD	JOHN BONE	12401 WILLOWBROOK ROAD	CUMBERLAND, MD 21502	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	301-387-3132	YES	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	800-262-7332	YES	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI		FROSTBURG, MD 21532	301-687-4403	YES	0
CUMBERLAND TIMES-NEWS	CINDY HOPKINS	19 BALTIMORE STREET	CUMBERLAND, MD 21502	301-784-2506	NO	0
<a href="http://WWW.ROCKY106.com">WWW.ROCKY106.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wtbocumberland.com">WWW.wtbocumberland.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wfrb.com">WWW.wfrb.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.talkradio560.com">WWW.talkradio560.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	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, AM))	TIM MARTIN	350 BYRD AVE	JOHNSTOWN, PA 15905	301-722-6666	NO	0

**FULL-TIME VACANCY EEO INFORMATION**

**Job Title of Vacancy: Morning Show co-host – POSITION #1**

**Recruitment Source That Referred the Hiree: Forever Broadcasting Internal Posting**

**Date Vacancy Opened: 12/15/15**

**Total Number Hired: 1**

**Date Vacancy Filled: 2/18/16**

**Total Number of Persons Interviewed for the Vacancy: 5**

**Recruitment Sources Used to Fill the Vacancy**

<b>RECRUITMENT SOURCES</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>CITY - STATE - ZIP</b>	<b>PHONE/FAX/EMAIL</b>	<b>Did Source Request Notification?</b>	<b>How many referrals from this source?</b>
ALLEGANY COLLEGE OF MD	JOHN BONE	12401 WILLOWBROOK ROAD	CUMBERLAND, MD 21502	301-784-5243	NO	0
FROSTBURG BUSINESS AND PROFESSIONAL ORGANISATION	GEORGE PAPPAS	12 W. MAIN STREET	FROSTBURG, MD 21532	301-689-1680	NO	0
GARRETT COLLEGE	JOB PLACEMENT OFFICE	687 MOSSER ROAD	McHENRY, MD 21541	301-387-3132	NO	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	800-262-7332	NO	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI		FROSTBURG, MD 21532	301-687-4403	NO	0
<a href="http://WWW.ROCKY106.com">WWW.ROCKY106.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wtbocumberland.com">WWW.wtbocumberland.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wfrb.com">WWW.wfrb.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.talkradio560.com">WWW.talkradio560.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
FOREVER BROADCASTING INTERNAL POSTING	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	1
FOREVER BROADCASTING ON AIR (WFRB FM, WRQE, WTBO, AM))	TIM MARTIN	350 BYRD AVE	JOHNSTOWN, PA 15905	301-722-6666	NO	4

**FULL-TIME VACANCY EEO INFORMATION**

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

Recruitment Source That Referred the Hiree:

RADIO ADVERTISEMENT

Date Vacancy Opened: 3/31/16

Total Number Hired: 2

Date Vacancy Filled: 4/18/16

Total Number of Persons Interviewed for the Vacancy: 10

**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	301-784-5243	NO	0
FROSTBURG BUSINESS AND PROFESSIONAL ORGANISATION	GEORGE PAPPAS	12 W. MAIN STREET	FROSTBURG, MD 21532	301-689-1680	NO	0
GARRETT COLLEGE	JOB PLACEMENT OFFICE	687 MOSSER ROAD	McHENRY, MD 21541	301-387-3132	NO	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	800-262-7332	NO	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI		FROSTBURG, MD 21532	301-687-4403	NO	0
CUMBERLAND TIMES-NEWS	CINDY HOPKINS	19 BALTIMORE STREET	CUMBERLAND, MD 21502	301-784-2506	NO	0
<a href="http://WWW.ROCKY106.com">WWW.ROCKY106.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wtbocumberland.com">WWW.wtbocumberland.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wfrb.com">WWW.wfrb.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.talkradio560.com">WWW.talkradio560.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
FOREVER BROADCASTING INTERNAL POSTING	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	4
FOREVER BROADCASTING ON AIR (WFRB FM, WRQE, WTBO, WFRB-AM))	TIM MARTIN	350 BYRD AVE	JOHNSTOWN, PA 15905	301-722-6666	NO	6

**FULL-TIME VACANCY EEO INFORMATION**

Job Title of Vacancy: Mid Day On-air host #4

Recruitment Source That

Referred the Hiree:

Forever Internal Posting

Date Vacancy Opened: 1/1/16

Total Number Hired:

1

Date Vacancy Filled: 5/16/16

Total Number of Persons  
Interviewed for the  
Vacancy:

3

**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	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	301-387-3132	YES	0
POTOMAC STATE COLLEGE	RENEE TREZISE	WWW.PSC.WVU.EDU	KEYSER, WV, 26726	800-262-7332	YES	0
FROSBURG STATE UNIVERSITY CAREER SERVICES CENTER	JOHN LOMBARDI		FROSTBURG, MD 21532	301-687-4403	YES	0
CUMBERLAND TIMES-NEWS	CINDY HOPKINS	19 BALTIMORE STREET	CUMBERLAND, MD 21502	301-784-2506	NO	0
<a href="http://WWW.ROCKY106.com">WWW.ROCKY106.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
<a href="http://WWW.wtbocumberland.com">WWW.wtbocumberland.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
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<a href="http://WWW.talkradio560.com">WWW.talkradio560.com</a>	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	0
FOREVER BROADCASTING INTERNAL POSTING	TIM MARTIN	350 BYRD AVE	CUMBERLAND, MD 21502	301-722-6666	NO	1
FOREVER BROADCASTING ON AIR (WFRB FM,WRQE,WTBO,AM))	TIM MARTIN	350 BYRD AVE	JOHNSTOWN, PA 15905	301-722-6666	NO	1

-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 Wednesday, May 18, 2016 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 Wednesday May 25, 2016 at the Cumberland offices, 350 Byrd Avenue, Cumberland, MD . Representing Forever Media of MD was Richard Conwell, General Manager.

**# 3 CONVENTIONS, CAREER DAYS, WORKSHOPS**

- July 27 – August 2, 2015 – Chris Williams, WFRB AM Program Director gave Garrett County 4-H members on-air training with on-air reports from the Garrett County Fair and Ag Expo.

**# 4 CONVENTIONS, CAREER DAYS, WORKSHOPS**

- November 10, 2015 – 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 12, 2015 – 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**

- November 10, 2015 – 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.

- July 2, 2015 - Tim Martin, Operations Manager gave a station tour to students from the Allegany College of Maryland Multi-Media Technology program.
- August 27, 2015 – Carson Yoder, WFRB FM Program Director gave a station tour to special needs students from Garrett County, MD.

#### **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