**DA 19-5670**

**Released: June 18, 2019**

**ENFORCEMENT BUREAU CONDUCTS 2019 EEO AUDITS**

On June 13, the Enforcement Bureau (Bureau) sent the second group of Equal Employment Opportunity (EEO) audit letters for 2019 to randomly selected radio stations. In accordance with section 73.2080(f)(4) of the Commission’s EEO rules[[1]](#footnote-3) the Bureau annually audits the EEO programs of randomly selected broadcast licensees. Each year, approximately five percent of all radio and television stations are selected for EEO audits.

Attached are a list of the radio stations included in this audit, as well as the text of the June 13, 2019 audit letter. The list and the letter can also be viewed by accessing the Enforcement Bureau’s current EEO headline page on the FCC website at

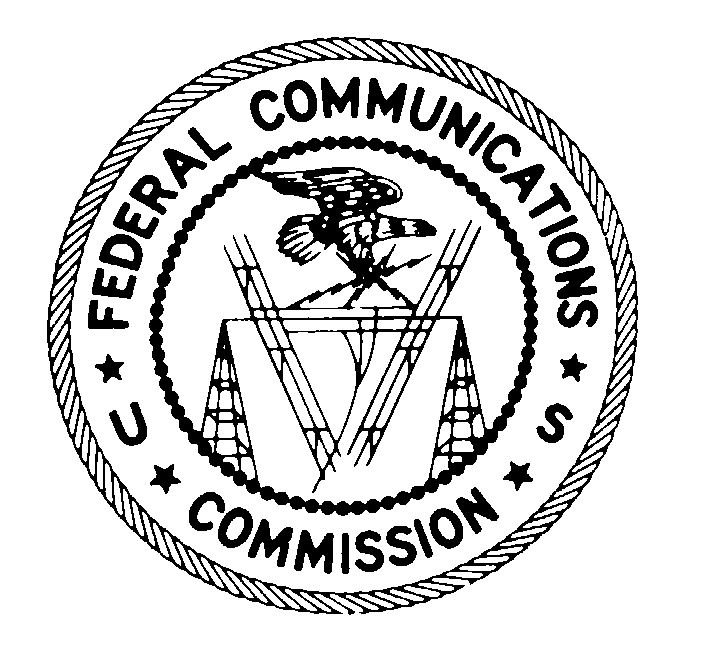
<http://www.fcc.gov/encyclopedia/equal-employment-opportunity-headlines>

To request materials in accessible formats for people with disabilities (Braille, large print, electronic files, audio format), send an e-mail to fcc504@fcc.gov or call the Consumer and Governmental Affairs Bureau at 202-418-0530 (voice) or 202-418-0432 (TTY).

Enforcement Bureau Contact: Lewis Pulley at 202-418-1450

**-FCC-**

Federal Communications Commission



Washington, D.C. 20554

June 13, 2019

Dear Licensee:

1. In accordance with 47 CFR § 73.2080(f)(4), the station employment unit (the Unit) that includes your above-referenced station (the Station) has been randomly selected for an audit of its Equal Employment Opportunity (EEO) program. A copy of Section 73.2080 of the Commission’s rules is attached at the end of this letter for your reference.

2. If the Unit is not required under our rules to have an EEO recruitment program due to the nature of its full-time workforce (having fewer than five full-time employees, defined as employees regularly assigned to work 30 hours a week or more), you must still respond to this audit letter. However, in your response, you are required to provide only a list of the Unit’s full-time employees, identified only by job title (no names should be provided), the number of hours each is regularly assigned to work per week, and a response to Question 3(e) below.Also,in formulating your response, pleasesee Questions 4(a)-(d) below regarding brokers and brokered stations for instructions for situations in which the applicable employment unit has fewer than five full-time employees.

3. **Audit Data Requested.** If the Unit employs five or more full-time employees (and all units, for Question 3(e)), provide the following information, including an explanation regarding any requested information that you are unable to provide:

(a) Copies of the Unit’s two most recent EEO public file reports, described in Section 73.2080(c)(6). For any stations in the Unit that have websites, provide each web address. If the Unit’s most recent EEO public file report is not posted on each of these websites, indicate each relevant website and provide an explanation of why the report is not posted, as required by Section 73.2080(c)(6). In accordance with Section 73.2080(c)(5)(vi), provide the date of each full-time hire listed in each report provided. If the Unit does not have its own website, but its corporate site contains a link to a site pertaining to the Unit, then the Unit’s most recent EEO public file report must be linked to either the Unit’s site or the general corporate site, pursuant to Section 73.2080(c)(6).

(b) For each Unit full-time position filled during the period covered by the above EEO public file reports, or since your acquisition of the Station, if after that period, dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position, as described in Section 73.2080(c)(5)(iii). However, to reduce your burden of responding to this audit, if you have sent a job notice to multiple sources, you may send us only one copy of each such notice, along with a list of the sources to which you have sent the notice. In addition, indicate in your response whether you retain copies of all notices sent to all sources used, as required by Section 73.2080(c)(5)(iii). For on-air ads that aired multiple times, you may send us one log sheet indicating when the ad aired and tell us the other times it aired instead of providing multiple log sheets. Also, tell us whether you have retained all the log sheets for each time the ad aired. We may ask for them for verification, but you need not provide them at this time. Include, however, copies of all job announcements sent to any organization (identified separately from other sources) that has notified the Unit that it wants to be notified of Unit job openings, as described in Section 73.2080(c)(1)(ii).

(c) In accordance with Section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time Unit vacancies filled during the period covered by the above-noted EEO public file reports.

(d) Documentation of Unit recruitment initiatives described in Section 73.2080(c)(2) during the periods covered by the above-noted EEO public file reports, such as participation at job fairs, mentoring programs, and training for staff. Specify the Unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the Unit and state whether the population of the market in which any station included in the Unit operates is 250,000 or more. Based upon these two factors, determine and state whether the Unit is required to perform two or four initiatives within a two-year period, pursuant to Sections 73.2080(c)(2) and (e)(3). If you have performed more than four initiatives, you may provide documentation for only four and summarize the rest instead of providing documentation for all of them. If we believe any of the initiatives you have documented are inadequate, we may ask for more information, but documentation for four is all we need at this time.

(e) Disclose any pending or resolved complaints involving the Station filed during the Station’s current license term before anybody having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that all complaints must be reported, regardless of their status or disposition.

(f) In accordance with Section 73.2080(b), from the first day of the Station’s current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.

(g) In accordance with Section 73.2080(c)(3), from the first day of the Station’s current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit’s efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

(h) In accordance with Section 73.2080(c)(4), from the first day of the Station’s current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit’s efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit’s union-member employees and job applicants.

(i) If your entity is a religious broadcaster and any of its full-time employees are subject to a religious qualification as described in Section 73.2080(a) of the rules, so indicate in your response to this letter and provide data as applicable to the Unit’s EEO program**.** For example, for full-time hires subject to a religious qualification, only a record of the hire listed by job title and date filled, the recruitment sources used for the opening, and the source of the hiree must be provided. No other records are required for those hires. If five or more full-time positions are not subject to a religious qualification, the licensee must maintain and provide all records for such hires and complete the initiatives required under Section 73.2080(c)(2). Otherwise, a religious broadcaster is not required to perform these initiatives.

(j) Among items we do not need in your response to this letter are copies of applicants’ resumes, your company training manuals, posters, employee handbooks, or corporate guidebooks. If you believe any of the information in various corporate manuals or posters are relevant to any part of this audit letter, you may summarize what is in them. If you believe this letter requires you to provide an unusually burdensome volume of documentation, you may contact us prior to the response deadline to discuss possible ways of condensing your response.

4. **Time Brokerage.**

(a) **Licensee of brokered station(s).** If the Unit employs fewer than five full-time employees and any station included in it is subject to a time brokerage agreement, in addition to responding to this letter and providing us a list of the Unit’s full-time employees listed by job title (and the number of hours each employee is assigned to work) and a response to Question 3(e) above, you must immediately forward a copy of this letter to the broker under each such agreement, which must respond to Question 4(b) below. If the Unit employs five or more full-time employees, the licensee must respond fully to paragraph 3 above, and also forward the letter to the broker so the broker may respond to Question 4(b) below.

(b) **Broker receiving audit letter from brokered station licensee.** If you are the broker of a station, and the station you are brokering receives an audit letter, the licensee of the brokered station must forward the audit letter to you. You should respond to the audit letter concerning EEO information relating only to your own full-time employees at the brokered station. *See* Section 73.2080(f)(3).

(c) **Broker receiving audit letter directly from Commission.** If you are a broker, but the target station in this audit letter is a station licensed to you, you must submit information requested herein for the EEO program at your station (or employment unit). If you maintain EEO data for a station you are brokering with that for your own station that is the target of this audit letter, and lack the ability to separate the information, you must include in your response the information requested herein pertaining to **your** full-time employees at the station(s) you broker. *See* Section 73.2080(f)(3).

(d) **Broker described under 4(b) or 4(c) above.** If your full-time employees at the station you are brokering, combined with your full-time employees at your owned station(s), total fewer than five, however, you need only respond to this letter by the deadline described below by submitting a list of your Unit’s full-time employees (listed by job title and number of hours regularly assigned to work per week) and the same type of list for the full-time employees you employ at the brokered station(s), and a response to Question 3(e) above.

5. **Procedures.** ***You must upload your response to this audit letter to your station's online public inspection file by July 29, 2019, and include in your response your station's Facility ID Number and an e-mail address where a station representative can be contacted about your response.*** The response should be filed in the online file under “EEO Records” which will appear as a briefcase icon on the left side of the screen when you go into the online public file. You should not direct your response to the office of the FCC Secretary. The Secretary does not process responses to EEO audit letters. The accuracy and completeness of the response must be certified by an officer, partner or other principal of the Station licensee or broker (as appropriate) or, in the case of a noncommercial educational station, by an officer, member or other principal of the licensee. (*See* 47 CFR § 1.16.)

6. To knowingly and willfully make any false statement or conceal any material fact in response to this audit is punishable by fine or imprisonment (*see* 18 U.S.C. § 1001; 47 C.F.R. § 1.17), revocation of any station license or construction permit (47 U.S.C. § 312(a)(1)), and/or forfeiture (47 U.S.C. § 503). Extensions of time must be requested by e-mail to [lewis.pulley@fcc.gov](mailto:lewis.pulley@fcc.gov) and will be granted only upon a showing of extraordinary circumstances. Unless and until the EEO Staff grants such a request the original deadline remains in effect. Failure to respond to this audit letter by the deadline is punishable by sanctions in accordance with Section 73.2080(g).

7. In accordance with Sections 73.3526(e)(10) (for commercial stations ) and 73.3527(e)(11) (for noncommercial educational stations), available through these links:

<https://www.ecfr.gov/cgi-bin/text-idx?SID=05bcd2d178b35195633871d209cc728e&mc=true&node=se47.4.73_13526&rgn=div8>

<https://www.ecfr.gov/cgi-bin/text-idx?SID=05bcd2d178b35195633871d209cc728e&mc=true&node=se47.4.73_13527&rgn=div8>

you must place a copy of this letter and your response in the online public file, of each affected station. Consequently, your response should not include personal information about individuals, such as social security numbers, home addresses, or other personally identifiable information. We do not require that employment units retain such information in their records, or that such information be provided in response to this letter.

8. If our EEO random audits sent in 2017, 2018, or 2019 included the Station, you may not have to respond to this letter. If the Station completed an audit in that timeframe, before responding, please tell us the dates of public file reports included in the Station’s recent audit response, via e-mail to [lewis.pulley@fcc.gov](mailto:lewis.pulley@fcc.gov). We will then advise you if a response is necessary. Also, if your

most recent license renewal application was granted after June 1, 2017, you may not need to respond to this letter. To find out if you are exempt from responding, send an e-mail to [lewis.pulley@fcc.gov](mailto:lewis.pulley@fcc.gov). Should you have any questions, please contact the EEO Staff at (202) 418-1450. Thank you for your cooperation.

Sincerely,

Lewis C. Pulley

Assistant Chief, Investigations & Hearings Division

Enclosure Enforcement Bureau

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| **Callsign Facility ID City State Station Type Licensee**  KQSF 76903 DELL RAPIDS SD FM MIDWEST COMMUNICATIONS, INC.  KAFF-FM 25693 FLAGSTAFF AZ FM FLAGSTAFF RADIO, INC  KAFR 81300 WILLIS TX FM AMERICAN FAMILY ASSOCIATION  KAFX-FM 18105 DIBOLL TX FM TOWNSQ. MEDIA LUFKIN LICENSE  KAJO 24822 GRANTS PASS OR AM GRANTS PASS B’CASTING CORP.  KAKN 4079 NAKNEK AK FM BAY BROADCASTING COMPANY  KALW 58830 SAN FRAN. CA FM SAN FRAN. UNIFIED SCHOOL DIST.  KTUI 41171 SULLIVAN MO AM FIDELITY BROADCASTING, INC.  KANO 26449 HILO HI FM HAWAII PUBLIC RADIO, INC.  KAOI 70381 KIHEI HI AM VISIONARY RELATED ENTERTAINM.  KSOX 18653 RAYMONDVIL TX AM VISION HISPANA INC INT’L  KARR 20669 KIRKLAND WA AM JAMES A. DALKE  KASS 43477 CASPER WY FM MT. RUSHMORE BROADCASTING  KATG 86330 ELKHART TX FM AMERICAN FAMILY ASSOCIATION  KAZR 28882 PELLA IA FM SAGA COMM. OF IOWA, LLC  KBAP 175536 BATESVILLE AR FM TONY V. HAMMACK MINISTRIES  KBBU 43335 MODESTO CA FM LAZER LICENSES, LLC  KBBZ 4581 KALISPELL MT FM BEE BROADCASTING, INC.  KRLT 55494 S. LK. TAHOE CA FM D&H BROADCASTING LLC  KBFI 54500 BONNERS FER ID AM RADIO BONNERS FERRY, INC.  KBFL-FM 33654 BUFFALO MO FM MEYER-BALDRIDGE, INC.  KBFS 68739 BLL FOURCHE SD AM ULTIMATE CAPS, INC.  KBKB-FM 64564 FT MADISON IA FM TITAN BROADCASTING, LLC  KBLU 62233 YUMA AZ AM EDB VV LICENSE LLC  KBLW 89078 BILLINGS MT FM HI-LINE RADIO FELLOWSHIP, INC.  KBME 23082 HOUSTON TX AM AMFM TX LIC., DEBTOR IN POSS.  KWFC 3681 SPRINGFIELD MO FM RADIO TRAINING NETWORK, INC  KBRT 34588 COSTA MESA CA AM KIERTRON, INC.  KWJK 86486 BOONVILLE MO FM BILLINGS BROADCASTING, LLC  KBWA 91420 BRUSH CO FM WAY MEDIA, INC.  KBZM 81679 BIG SKY MT FM ORION MEDIA LLC  KCAM-FM 173007 GLENNALLEN AK FM JOY MEDIA MINISTRIES  KSEC 34795 BENTONVILLE AR FM LA ZETA 95.7 INC.  KCHK-FM 34906 NEW PRAGUE MN FM INGSTAD BROS BROADCASTING, LLC  KCHU 65232 VALDEZ AK AM TERMINAL RADIO, INC.  KCJA 172622 CONWAY IA FM CALVARY CHAPEL CLARINDA, INC.  KSDW 52141 TEMECULA CA FM CALVARY CHAPEL OF COSTA MESA  KCLN 33055 CLINTON IA AM GENDREAU BROADCAST LLC  KRMC 73757 DOUGLAS AZ FM WORLD RADIO NETWORK, INC.  WANT 4103 LEBANON TN FM BAY-POINTE BROADCASTING, INC.  WAOK 63775 ATLANTA GA AM ENTERCOM LICENSE, LLC  WATQ 36357 CHETEK WI FM CAPSTAR TX, LLC, DEBT IN POSS.  WAYB-FM 71148 GRAYSVILLE TN FM FAMILY WORSHIP CENTER CHURCH  WAIK 49515 GALESBURG IL AM WPW BROADCASTING, INC.  WFSR 18284 HARLAN KY AM EASTERN BROADCASTING CO.  WGAR-FM 47740 CLEVELAND OH FM CITICASTERS LIC., DEBTOR IN POSS.  WHCU 18048 ITHACA NY AM SAGA COMM. OF NEW ENGLAND, LLC  WCLU 57895 GLASGOW KY AM ROYSE RADIO, INC.  WHMQ 25834 GREENFIELD MA AM SAGA COMM. OF NEW ENGLAND, LLC  WCMT-FM 67053 MARTIN TN FM THUNDERBOLT BROADCASTING CO.  WCNL 35406 NEWPORT NH AM SUGAR RIVER MEDIA, LLC  WCOM-FM 174382 SILVER CREEK NY FM FAMILY LIFE MINISTRIES, INC.  WCSK 34914 KINGSPORT TN FM KINGSPORT CITY SCHOOLS B. OF ED  WCSO 90785 COLUMBUS MS FM AMERICAN FAMILY ASSOCIATION  WCXZ 52626 HARROGATE TN AM LINCOLN MEMORIAL UNIVERSITY  WCZY-FM 9920 MT PLEASANT MI FM LATITUDE MEDIA, LLC  WDDJ 54719 PADUCAH KY FM BRISTOL BROADCASTING COMPANY  WDLJ 78414 BREESE IL FM KM RADIO OF BREESE, L.L.C.  WDMP-FM 17056 DODGEVILLE WI FM DODGE POINT BROADCASTING CO.  WDSL 71354 MOCKSVILLE NC AM FARREN K. SHOAF  WDUV 1178 N PT RICHEY FL FM COX RADIO, INC.  WJNV 78986 JONESVILLE VA FM REGINA KAY MOORE  WJNZ 50377 ROBERTSDALE AL AM TRI CITY RADIO, LLC  WJOL 62235 JOLIET IL AM ALPHA MEDIA LICENSEE LLC  WJRC 58716 LEWISTOWN PA FM SALT AND LIGHT MEDIA MINISTRIES  WJSH 19616 FOLSOM LA FM CHARLES W. DOWDY, DEBT-IN-POSS.  WJWJ-FM 61006 BEAUFORT SC FM S. CAROLINA EDUC TV COMMISSION  WJZ 28636 BALTIMORE MD AM ENTERCOM LICENSE, LLC  WGLD 55352 MCHSTR TNSP PA AM RADIO LICENSE HOLDING SRC  WGTZ 25043 EATON OH FM ALPHA MEDIA LICENSEE LLC  WGYL 58946 VERO BEACH FL FM VERO BEACH BROADCASTERS, LLC  WHAA 91555 ADAMS WI FM WISC. EDUCATIONAL COMM BD  WHCU 18048 ITHACA NY AM SAGA COMM OF NEW ENGLAND, LLC  WHET 53978 W FRANKFORT IL FM WITHERS BCASTING OF S ILLINOIS  WHHN 91685 HOLLIDAYSBG PA FM RADIO MARIA, INC.  WHMQ 25834 GREENFIELD MA AM SAGA COMM OF NEW ENGLAND, LLC  WHMX 49690 LINCOLN ME FM LIGHTHOUSE RADIO NETWORK, INC.  WHTG 72323 EATONTOWN NJ AM PRESS COMMUNICATIONS, LLC  WIBG 19617 OCEAN CITY/SOMERS PO NJ AM ENRICO S. BRANCADORA  WIGH 25543 JACKSON TN FM AMERICAN FAMILY ASSOCIATION |
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1. 47 CFR § 73.2080(f)(4) [↑](#footnote-ref-3)