

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period JANUARY 23, 2020 to JANUARY 22, 2021.

1) Employment Unit: GALAXY UTICA LICENSEE LLC

2) Unit Members (Stations and Communities of License): WKLL(FM) – Frankfort, NY
WUMX(FM) – Rome, NY
WTLB(AM) – Utica, NY
WIXT(AM) – Little Falls, NY
WRNY(AM) – Rome, NY

3) EEO Contact Information for Employment Unit:

Mailing Address: Galaxy Media Partners 235 Walton Street Syracuse, NY 13202	Telephone Number: 315.472.9111
	Contact Person/Title: Dana Loucks/Chief Financial Officer
	E-mail Address: dloucks@galaxymediapartners.com

4) List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

Job Title

Recruitment Source Referring Hiree

The Station Employment Unit had no full-time vacancies during the reporting period.

WKLL(FM), WUMX(FM), WTLB(AM), WIXT(AM), and WRNY(AM) are Equal Opportunity Employers.

Total # of Interviewees Referred: For the period from January 23, 2020 to January 22, 2021 this Employment Unit interviewed 0 interviewees for full-time job vacancies.

5) Supplemental Recruitment Initiatives:

A) Initiative: Manager Training

Galaxy Utica Licensee LLC Managers completed EEO Training courses at HRClassroom.com to stay current with methods of ensuring equal employment opportunity and preventing discrimination. Completed courses include, Discrimination and Harassment Prevention Training, Diversity: Awareness to Action, Email and Internet Use Training, Ergonomics in the Office, Age Bias Prevention, Workplace Violence, Understanding the Workplace Hazard Standard, Respect in the Workplace, Code of Business Conduct & Ethics, Sexual Harassment Prevention Training for the State of New York Employees, Fair Labor Standards Act (FLSA) Training, Creating and Using Emergency Action Plans, Code of Business Conduct and Ethics (State and Local Government Version, Termination of Employees Training, Performance Management – A Balanced Scorecard Approach, Pandemic Influenza Awareness, Interviewing and Hiring Training, Discipline of Employees Training and Age Discrimination and Harassment Prevention Training for Supervisors. All of these courses were completed between January 4, 2020 to January 20, 2021. The entire Galaxy staff FT and PT completed the mandatory Sexual Harassment Training through HR Classroom.

B) Initiative: Manager Training

Personnel from Galaxy Utica’s human resource department reviewed the FCC’s EEO FAQ (“FAQs About Equal Employment Opportunity Rules”) at <https://www.fcc.gov/general/eo-frequently-asked-questions>. The FAQ provides a wide-ranging guide to the FCC’s EEO rules and policies.

C) Initiative: EEO Outreach

Stations in the employment unit aired announcements encouraging women, minority, educational, and other employment outreach centers in the community to contact the radio stations to be added to our list of job openings.

WKLL	66	15-second announcements
WTLB (AM)	153	15-second announcements
WUMX	54	15-second announcements

D) Initiative: Participation in Job Fairs

Attendance at Job Fair: On March 4, 2020, the employment unit participated in the SUNY Oswego Career Fair at the SUNY Oswego Campus. Employees met with students to answer questions and accept resumes for employment and internships.

E) Initiative: Internet Program

Galaxy Utica Licensee LLC uses its stations’ web sites and corporate site to provide general information about its job vacancies including what skills and qualifications are needed to fill specific positions

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