

MANHATTAN BROADCASTING COMPANY, INC.



PUBLIC FILE REPORT 2016

The information contained in this report covers the time period beginning on February 1, 2016 and ending on January 31, 2017 for the following stations:

**KMAN-AM-1350 (KMAN)
KMKF-FM-101.5 (KROCK)
KXBZ-FM-104.7 (B104)
KACZ-FM-96.3 (Z-963)**

The FCC's EEO Rule Requires that this report contain the following information:

Appendix 1

- A. A list of all full-time jobs filled by the station employment unit, identified by job title.
- B. For each such vacancy, a list of all the recruitment sources used to seek potential candidates for the vacancy and corresponding contact information for every source. A list of the recruitment source that referred the people hired for each vacancy.
- C. Data reflecting the total number of persons interviewed for all full-time vacancies during the preceding year.
- D. For each recruitment source the station used to seek potential candidates for all vacancies filled during the year, the total number of persons referred by each source that the station interviewed for all vacancies.
- E. Descriptions of any non-job specific outreach initiatives completed during the year.

Appendix 2

- A. Supplemental Recruitment Forms for Internship Program
- B. Supplemental Recruitment Forms for Programs Sponsored by Educational Institutions
- C. Supplemental Recruitment Forms for Job Fair

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2016 Annual EEO Public File Report

A. Full-Time Vacancies Filled During Past Year

1. Job Title: KMAN Program Director	Source: Company Website
2. Job Title: Program Director KACZ	Source: KAB
3. Job Title: B1047 Morning Show	Source: Station Referral
4. Marketing Consultant	Source: Company Website

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

Job Title: KMAN Program Director				Date Filled: January 15, 2016
Source	Contact Person	Address	Tel #	# Interviewees Referred
Express Personnel Service	Jason Curtis	900 Hayes Dr. Ste D 66502	785-776-6700	0
Kansas State Collegian	Steve Wallgast	118 Kedzie Hall, KSU 66506	785-532-6560	0
Lawrence Workforce Center	Cheryl White	2540 Iowa St. Suite R Lawrence 66046	785-840-9675	0
Manhattan Chamber of Commerce	Janet Nichols	501 Poyntz Ave Manhattan 66502	785-776-8829	0
Manhattan Christian College	Jolene Rupp	1415 Anderson Ave Manhattan 66503	785-539-3571	0
MATC Workforce Dev Center	Dan Kirkpatrick	3136 Dickens Ave Manhattan 66503	785-587-2800	0
Washburn School of Journalism	Dr. Barbara De Santo	1700 SW College Ave Topeka 66671	785-670-1806	0
Garden City Job Service Center	Melissa Guerrero	7th & Spruce Garden City KS 67846	620-276-2339	0
Manpower	Alex Fuller	555 Poyntz Ste 245 Manhattan 66502	785-776-1094	0
A Q Miller School of Journalism	Ms Leon Parrish	105 Kedzie Hall KSU 66506	785-532-6890	0
Cloud Co Community College	Brenda Edleston	631 Caroline Junction City 66441	800-729-5101	0
Douglas Center	David Baker	6901 Yuma Street Manhattan 66502	785-587-2774	0
Douglas Center HR Department	Larry Hackney	1101 Poyntz Ave Manhattan 66502	785-587-2440	0
Cowley Co Community College	Sarah Bryant	P O Box 1147 Arkansas City 67005	620-442-0430	0
Manhattan Workforce Center	Terry Umschied McAfee	205 S 4th Ste K Manhattan 66502	785-539-5691	0
Highland Comm College	Eileen Gronninger	606 W Main Irvin Hall 66035	785-442-6000	0
On-Air Announcements Manhattan Broadcasting Co	Barb Neitzel	2414 Casement Rd Manhattan 66502	N/A	0
Station Referrals	N/A	N/A	N/A	2
Kansas Assoc of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	N/A	1
Manhattan Broadcasting Website	Barb Neitzel	http://www1350kman.com	N/A	1

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

1. Job Title: Program Director KACZ Date Filled: March 7, 2016

Source	Contact Person	Address	Tel #	# Interviewees Referred
Express Personnel Service	Jason Curtis	900 Hayes Dr. Ste D 66502	785-776-6700	0
Kansas State Collegian	Steve Wallgast	118 Kedzie Hall, KSU 66506	785-532-6560	0
Lawrence Workforce Center	Cheryl White	2540 Iowa St. Suite R Lawrence 66046	785-840-9675	0
Manhattan Chamber of Commerce	Janet Nichols	501 Poyntz Ave Manhattan 66502	785-776-8829	0
Manhattan Christian College	Jolene Rupp	1415 Anderson Ave Manhattan 66503	785-539-3571	0
MATC Workforce Dev Center	Dan Kirkpatrick	3136 Dickens Ave Manhattan 66503	785-587-2800	0
Washburn School of Journalism	Dr. Barbara De Santo	1700 SW College Ave Topeka 66671	785-670-1806	0
Garden City Job Service Center	Melissa Guerrero	7th & Spruce Garden City KS 67846	620-276-2339	0
Manpower	Alex Fuller	555 Poyntz Ste 245 Manhattan 66502	785-776-1094	0
A Q Miller School of Journalism	Ms Leon Parrish	105 Kedzie Hall KSU 66506	785-532-6890	0
Cloud Co Community College	Brenda Edleston	631 Caroline Junction City 66441	800-729-5101	0
Douglas Center	David Baker	6901 Yuma Street Manhattan 66502	785-587-2774	0
Douglas Center HR Department	Larry Hackney	1101 Poyntz Ave Manhattan 66502	785-587-2440	0
Cowley Co Community College	Sarah Bryant	P O Box 1147 Arkansas City 67005	620-442-0430	0
Manhattan Workforce Center	Terry Umschied McAfee	205 S 4th Ste K Manhattan 66502	785-539-5691	0
Highland Comm College	Eileen Gronninger	606 W Main Irvin Hall 66035	785-442-6000	0
On-Air Announcements Manhattan Broadcasting Co	Barb Neitzel	2414 Casement Rd Manhattan 66502	N/A	0
Station Referrals	N/A	N/A	N/A	1
Kansas Assoc of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	N/A	2
Manhattan Broadcasting Website	Barb Neitzel	http://www1350kman.com	N/A	1

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

1. Job Title: B104 Morning Show Host

Date Filled: May 27, 2016

Source	Contact Person	Address	Tel #	# Interviewees Referred
Express Personnel Service	Jason Curtis	900 Hayes Dr. Ste D 66502	785-776-6700	0
Kansas State Collegian	Steve Wallgast	118 Kedzie Hall, KSU 66506	785-532-6560	0
Lawrence Workforce Center	Cheryl White	2540 Iowa St. Suite R Lawrence 66046	785-840-9675	0
Manhattan Chamber of Commerce	Janet Nichols	501 Poyntz Ave Manhattan 66502	785-776-8829	0
Manhattan Christian College	Jolene Rupp	1415 Anderson Ave Manhattan 66503	785-539-3571	0
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Garden City Job Service Center	Melissa Guerrero	7th & Spruce Garden City KS 67846	620-276-2339	0
Manpower	Alex Fuller	555 Poyntz Ste 245 Manhattan 66502	785-776-1094	0
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Douglas Center HR Department	Larry Hackney	1101 Poyntz Ave Manhattan 66502	785-587-2440	0
Cowley Co Community College	Sarah Bryant	P O Box 1147 Arkansas City 67005	620-442-0430	0
Manhattan Workfore Center	Terry Umschied McAfee	205 S 4th Ste K Manhattan 66502	785-539-5691	0
Highland Comm College	Eileen Gronninger	606 W Main Irvin Hall 66035	785-442-6000	0
On-Air Announcements Manhattan Broadcasting Co	Barb Neitzel	2414 Casement Rd Manhattan 66502	N/A	0
Station Referrals	N/A	N/A	N/A	2
Kansas Assoc of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	N/A	1
Manhattan Broadcasting Website	Barb Neitzel	http://www1350kman.com	N/A	2

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

1. Job Title: Marketing Consultant

Date Filled: July 20, 2016

Source	Contact Person	Address	Tel #	# Interviewees Referred
Express Personnel Service	Jason Curtis	900 Hayes Dr. Ste D 66502	785-776-6700	0
Kansas State Collegian	Steve Wallgast	118 Kedzie Hall, KSU 66506	785-532-6560	0
Lawrence Workforce Center	Cheryl White	2540 Iowa St. Suite R Lawrence 66046	785-840-9675	0
Manhattan Chamber of Commerce	Janet Nichols	501 Poyntz Ave Manhattan 66502	785-776-8829	0
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Highland Comm College	Eileen Groninger	606 W Main Irvin Hall 66035	785-442-6000	0
On-Air Announcements Manhattan Broadcasting Co	Barb Neitzel	2414 Casement Rd Manhattan 66502	N/A	4
Station Referrals	N/A	N/A	N/A	0
Kansas Assoc of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	N/A	0
Manhattan Broadcasting Website	Barb Neitzel	http://www.1350kman.com	N/A	5

**E. Outreach Activities: Brief Descriptions of Activities Performed in the Last Year
(Supplemental Recruitment Forms are included in Appendix 2)**

**I. Menu Item #5: Internship Program:
(Supplemental Recruitment Forms included in Appendix 2a)**

Located near the campus of Kansas State University, in Manhattan Kansas, Manhattan Broadcasting Company offers selected internships for those interested in broadcasting. The internship is designed to offer interested parties "hands on" experience with specific responsibilities in the areas of broadcasting in which they have an interest. Examples of internships being offered include: Sales and Marketing, News, Sports, Promotions, Digital and on air Production. Manhattan Broadcasting also works in conjunction with Kansas State University for students to also obtain college credit by enrolling in the K-State internship program which is offered by the school of Journalism . The hours may vary predicated on the number of credits the student intends to earn. All internships are on a credit or monetary basis, which is determined by Manhattan Broadcasting Company prior to the internship commencing.

II. Menu Item #10: Participation in at least four events or Programs sponsored by educational institutions relating to career opportunities in broadcasting:

Manhattan Broadcasting Company, for several years, has offered a Program Sponsored by Educational Institutions for students exploring careers in broadcasting. The program gives high school and or college students the opportunity to observe radio station personnel in their actual work environment. Students have the opportunity to select which radio station at Manhattan Broadcasting they wish to observe station personnel on the job. The Program is coordinated with Educational Institutions within Manhattan Broadcasting's coverage area to give students a snapshot view of their particular area of interest as well as overall station operation. This program is offered at the beginning of fall, spring, and summer classes. Manhattan Broadcasting Company also offers guided tours to groups, organizations and others with an interest in broadcasting. The Manhattan Broadcasting management staff do speak to area schools and civic organizations.

**III. Menu Item #2: Hosting Job Fairs:
(Supplemental Recruitment Forms included in Appendix 2c)**

Manhattan Broadcasting Company hosts a job fair every year in which station management are present to discuss careers in broadcasting. During the job fair Manhattan Broadcasting provides "fact sheets" describing the different job opportunities available at Manhattan Broadcasting. Specific positions include; Marketing Consultant, Sales Assistant, News Director, Program Director, Traffic Director, Production Director, Programming, Digital Marketing, Sales Manager, and Disc Jockey. Those in attendance have the opportunity to meet with station management to discuss their specific job interest. During this job fair, participants also have the opportunity to inquire about part time job positions and internships as well. During the year, Manhattan Broadcasting periodically participates in job fairs hosted by both the A.Q. Miller School of Journalism and Mass Communications at Kansas State University, and the Kansas Association of Broadcasters. During the job fairs Manhattan Broadcasting management personnel are in attendance to answer questions for those attending the job fair.

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