

## **Exhibit D**

### **North Cascades Broadcasting EEO Program Annual Report**

**Report Period 5/15/03 through 5/15/04 (KOMW Renewal Date)**

#### 9.1 Full Time Job Openings

No full time positions were filled (0 hires) during the reporting period.

#### 9.2 Copies of Advertising

Not Applicable

#### 9.3 Total Number of Interviewees

Not Applicable

#### 9.4 Date Vacancy was filled

Not Applicable

#### 9.5 Initiatives Documentation

6.1 Internships. Three internships were filled during this reporting period. Internships are arranged through guidance counselors at the individual schools involved. During this period all three students were enrolled in Omak High School. One internship was approved with Okanogan High School however the student involved did not follow through on the arrangement after it was approved. These three internships later resulted in part-time employment for the students involved. The interns involved during this period proved to be very good employees at least one of the interns is pursuing a career in broadcasting at a State University.

6.2 Business / Employment Fair. Stations manager participated in two business oriented fairs during the reporting period where he made presentations regarding broadcast career opportunities. October 03 and May 04. Omak and Okanogan High Schools and the Omak-Okanogan Rotary Club sponsored Business week. Station manager also participated as a "Team Leader" for a group of students during the week. This provided several opportunities to talk directly with students about career opportunities in broadcasting.

6.3 Training / Mentoring. News director provides direct mentoring of other employees in requirements for reporting and gathering news. This training is specifically designed to prepare other employees to meet the requirements of positions in the news department. Training provided to Program Director, and part-time on air staff. Training & Mentoring is provided on an ongoing basis. Training was also provided in a more structured and formal manner during afternoon work shifts October 20 through 24, 2003. and January 19 through January 23, 2004.

Training / mentoring is also provided on an ongoing basis for part time on air staff in the requirements of On Air positions and what skills are necessary for advancement in broadcasting careers.

Training was specifically provided to one of the sales staff to cross-train him to do the job of Traffic manager. This training included entering advertising orders in the traffic system computer, entering payments, debits and credits, producing daily station broadcast logs and processing month end billing documentation. Training was provided during May 3<sup>rd</sup> through May 15<sup>th</sup>. Training provided after May 15<sup>th</sup> is documented in the following year's Annual Report.

6.4 Management Training was provided to applicable staff members during this reporting period. Training participants included the Sales Manager, Station Manager, News Director and Program Director. Training content was specifically designed to ensure equal employment opportunity with emphasis on preventing discrimination. Participants also reviewed North Cascades Broadcasting's EEO program to discuss ideas on how to meet its objectives. This training is provided annually and during this reporting period took place January 19<sup>th</sup>, 2004.