



HALL *Communications, Inc.*

ANNUAL EEO PUBLIC FILE REPORT

For the period beginning 12/01/08 and ending 11/30/09\*

This report is not required if unit has fewer than five full-time employees.

This report consists of:

Part 1 Station Information  
Part 2 Recruitment sources/interviewees for each full-time vacancy  
Part 3 Recruitment initiatives

Preparer: Andrea Lammlly  
Signature: *Andrea Lammlly*  
Title: Bookkeeper  
Date: November 30, 2009  
Telephone: 802-658-1230

\*This report, which usually covers the prior 12-month period, is to be placed in each station's public file and web site (if applicable) every year on the anniversary of the due date of the station's renewal application. The initial reporting period is from March 10, 2003, to the station's renewal filing deadline.

PART 1

This report covers the following employment unit:

<u>Call Sign</u>	<u>AM/FM</u>	<u>Facility ID#</u>	<u>Community of License</u>	<u>State</u>	<u>LMA</u>
WOKO	FM	25867	Burlington	VT	No
WKOL	FM	68692	Plattsburgh	NY	No
WJOY	AM	25864	Burlington	VT	No
WIZN	FM	7839	Vergennes	VT	No
WBTZ	FM	52807	Plattsburgh	NY	No

Attached is information concerning the recruitment efforts undertaken by the employment unit to fill the full-time vacancies during the period covered by this report.

A total of 2 full-time job vacancies were filled by the employment unit.

A total number of 15 persons were interviewed for all of the full-time vacancies.



# HALL *Communications, Inc.*

## FULL-TIME VACANCY #1

Job Title: Plattsburgh Sales Rep  
Date Filled: May 01, 2009  
Total Number of Interviewees: Seven

Recruitment Sources: <sup>1</sup>

The following recruitment sources were utilized to fill this vacancy:

Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
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1. See attached list. Each source on the attached list was contacted for this job opening. The number of interviewees referred is indicated on the list.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

(Add more sources if utilized)

<sup>1</sup> A source with an (\*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

EEO LISTINGS FOR JOB POSTINGS

These companies/organizations are the sources our companies utilizes whenever we have employment opportunities.

ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	# OF INTERVIEWEES REFERRED
Hall Communications, Inc.	Website posting/in house referral	70 Joy Drive So Burlington, VT 05403	658-1230	1
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
Emma Bowen Foundation (women's organization)	Sandra D. Rice V.P. Eastern Division	524 West 57th Street New York, NY 10019	212-975-2545	
Goddard College-WGDR (posted on college website)	Amanda Gustafson	P. O. Box 336 Plainfield, VT 05667	454-7762	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Susan Myers	194 US Oval Plattsburgh, NY 12903	518-561-0430 x3012	
Plattsburgh State University	Carolyn Delcore, Director	Career Development Center Kehoe Administration Bldg Rm 202 101 Broad Street Plattsburgh, NY 12901	518-564-2071	
St. Michael's College	Ingrid A. Peterson	One Winooski Park Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
Burlington Free Press	Classified Department	P. O. Box 10 Burlington, VT 05402-0010	658-3321	
Press Republican	Classified Department	170 Margaret Street Plattsburgh, NY 12901	518-561-2304	6 *
Synergy Staffing (Employment Agency)	Sandy Phillips	3 Ewing Place Essex Jct., VT 05452	872-7191	
Vermont Employment & Training Department		59-63 Pearl Street Burlington, VT 05401	658-1120	
VT Assoc. of Broadcasters	Dennis Snyder	P. O. Box 4489 Burlington, VT 05406	658-1230	
V.A.B.I.R. (VT Assoc Business Industry & Rehab)	Allison Garand	108 Cherry Street Suite 203 Burlington, VT 05401	651-1838	
All Access Music Group		28955 Pacific Coast Highway Suite 210-5 Malibu, CA 90265		
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-1339	



# HALL *Communications, Inc.*

## FULL-TIME VACANCY #2

Job Title: Sales Representative  
Date Filled: No hire was made  
Total Number of Interviewees: None

Recruitment Sources:<sup>1</sup>

The following recruitment sources were utilized to fill this vacancy:

Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
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1. See attached list. Each source on the attached list was contacted for this job opening. The number of interviewees referred is indicated on the list.
2. Job opening was posted on May 29, 2009 but position was never filled.
3. Decision was made by Management to eliminate position at this time. There were no interviews conducted for this position.
- 4.
- 5.
- 6.
- 7.

(Add more sources if utilized)

<sup>1</sup> A source with an (\*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

These companies/organizations are the sources our companies utilizes whenever we have employment opportunities.				
ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	# OF INTERVIEWEE REFERRED
Hall Communications, Inc.	Website posting/In house referral	70 Joy Drive So Burlington, VT 05403	658-1230	
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
Emma Bowen Foundation (women's organization)	Sandra D. Rice V.P. Eastern Division	524 West 57th Street New York, NY 10019	212-975-2545	
Goddard College-WGDR (posted on college website)	Amanda Gustafson	P. O. Box 336 Plainfield, VT 05667	454-7762	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Susan Myers	194 US Oval Plattsburgh, NY 12903	518-561-0430 x3012	
Plattsburgh State University	Carolyn Delcore, Director	Career Development Center Kehoe Administration Bldg Rm 202 101 Broad Street Plattsburgh, NY 12901	518-564-2071	
St. Michael's College	Ingrid A. Peterson	One Winooski Park Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
Burlington Free Press	Classified Department	P. O. Box 10 Burlington, VT 05402-0010	658-3321	
Press Republican	Classified Department	170 Margaret Street Plattsburgh, NY 12901	518-561-2304	
Synergy Staffing (Employment Agency)	Sandy Phillips	3 Ewing Place Essex Jct., VT 05452	872-7191	
Vermont Employment & Training Department		59-63 Pearl Street Burlington, VT 05401	658-1120	
VT Assoc. of Broadcasters	Dennis Snyder	P. O. Box 4489 Burlington, VT 05406	658-1230	
V.A.B.I.R. (VT Assoc Business Industry & Rehab)	Allison Garand	108 Cherry Street Suite 203 Burlington, VT 05401	651-1838	
All Access Music Group		28955 Pacific Coast Highway Suite 210-5 Malibu, CA 90265		
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-1339	



# HALL *Communications, Inc.*

## FULL-TIME VACANCY #3

Job Title: Full-time Announcer  
Date Filled: No hire was made  
Total Number of Interviewees: Two

Recruitment Sources: <sup>1</sup>

The following recruitment sources were utilized to fill this vacancy:

Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
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1. See attached list. Each source on the attached list was contacted for this job opening. The number of interviewees referred is indicated on the list.
- 2.
- 3.
4. Job was posted on September 3, 2009 but has not been filled. Management has decided to utilize Program Director to fill spot until further notice.
- 5.
- 6.
- 7.

(Add more sources if utilized)

<sup>1</sup> A source with an (\*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

**EEO LISTINGS FOR JOB POSTINGS**

**FOR ON AIR POSITIONS**

These companies/organizations are the sources our companies utilizes whenever we have employment opportunities.

<b>ORGANIZATION</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>PHONE NO.</b>	<b># OF INTERVIEWEES REFFERRED</b>
Hall Communications, Inc.	Website posting/In house referral	70 Joy Drive So Burlington, VT 05403	658-1230	1
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
Goddard College-WGDR (posted on college website)	Amanda Gustafson	P. O. Box 336 Plainfield, VT 05667	454-7762	
New England School of Communications		1 College Circle Bangor, ME 04401	888-877-1876	
Plattsburgh State University	Carolyn Delcore, Director	Career Development Center Kehoe Administration Bldg Rm 202 101 Broad Street Plattsburgh, NY 12901	518-564-2071	
St. Michael's College	Ingrid A. Peterson	One Winooski Park Box 264 Colchester, VT 05439	654-2547	
University of Vermont	Pamela K. Gardner	Career Services Living/Learning, E. Building Burlington, VT 05405	656-3450	
VT Assoc. of Broadcasters	Dennis Snyder	P. O. Box 4489 Burlington, VT 05406	658-1230	
All Access Music Group		28955 Pacific Coast Highway Suite 210-5 Malibu, CA 90265		1
Castleton State College	Judith Carruthers	62 Alumni Drive Castleton, VT 05735	802-468-5611	

