

ANNUAL EEO PUBLIC FILE REPORT

For the period beginning 12/01/24 and ending 11/30/25

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

This report consists of:

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

Preparer: Tammy Garen

Signature: 

Title: Business Manager

Date: December 1, 2025

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 July 5, 2022 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 two full-time job vacancies were posted.

A total number of 7 persons were interviewed for the full-time vacancies.



FULL-TIME VACANCY #1

Job Title: Office Manager
Date Filled: January 14, 2025
Total Number of Interviewees: FIVE

Recruitment Sources: ¹

The following recruitment sources were utilized to fill this vacancy:

Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
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)

¹ 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				Updated 02/19/2024
These companies/organizations are the sources our companies utilizes whenever we have employment opportunities.				
ORGANIZATION	CONTACT PERSON	ADDRESS	PHONE NO.	INTERVIEWEES REFERRED
Hall Communications, Inc.	Website posting/in house referral	70 Joy Drive So Burlington, VT 05403	658-1230	3 4
Champlain College	Patricia Boera	Career Planning Office 163 So Willard Street Burlington, VT 05401	860-2720	
Husson University Career Services		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Employment Services Melissa Baretsky	194 US Oval Plattsburgh, NY 12903	518-581-0430	
State University of New York at Plattsburgh	Tobi L. Hay	Career Counselor Employer Relations Specialist SUNY Plattsburgh 101 Broad St-118 Angell College Ctr Plattsburgh, NY 12901	518-564-5075	
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	
Norwich University		158 Harmon Drive Northfield, VT 05663	802-485-2000	
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	2
Vermont Employment & Training Department		59 Pearl Street #63 Burlington, VT 05401	652-0311 652-0363	
VAB	Wendy Mays	4 Cammichael Street, Suite 111-106 Essex Jct, VT 05452		
Community College of Vermont		1 Abenaki Way Winooski, VT 05404	802-654-0505	
Vermont State University		575 Stone Cutters Way Montpelier, VT 05602	802-728-1100	
X-Steps to End Domestic Violence (formerly Women Helping Battered Women)		P O Box 1535 Burlington, VT 05402	802-656-3131 Ext 1083	
X-University of Vermont Ctr on Disability & Community Inclusion	Bryan Dague, Ed.D. CRC	208 Colchester Avenue Burlington, VT 05405-1757	802-656-1345	
X-Requested to be notified.				



FULL-TIME VACANCY #2

Job Title: Sales Representative
Date Filled: November 1, 2025
Total Number of Interviewees: 2

Recruitment Sources: ¹

The following recruitment sources were utilized to fill this vacancy:

Name of Source	Address	Contact Person	Telephone Number	Number of Interviewees Referred
1.				
2.				
3.				
4.				
5.				
6.				
7.				

Recruitment ad was just posted on June 14, 2025. Further recruitment efforts will be conducted after December 1, 2025 and will be included in next year's report.

(Add more sources if utilized)

¹ 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				Updated 02/19/2024
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Husson University Career Services		1 College Circle Bangor, ME 04401	888-877-1876	
NYS Department of Labor	Employment Services Melissa Baretsky	194 US Oval Plattsburgh, NY 12903	518-561-0430	
State University of New York at Plattsburgh	Tobi L. Hay	Career Counselor Employer Relations Specialist SUNY Plattsburgh 101 Broad St-118 Angell College Ctr Plattsburgh, NY 12901	518-564-5075	
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	
Norwich University		158 Harmon Drive Northfield, VT 05663	802-485-2000	
Seven Days	Michelle Brown	P O Box 1164 Burlington, VT 05402	802-864-5684	
Vermont Employment & Training Department		59 Pearl Street #83 Burlington, VT 05401	652-0311 652-0363	
VAB	Wendy Mays	4 Carmichael Street, Suite 111-106 Essex Jct, VT 05452		
Community College of Vermont		1 Abenaki Way Winooski, VT 05404	802-654-0505	
Vermont State University		575 Stone Cutters Way Montpelier, VT 05602	802-728-1100	
X-Steps to End Domestic Violence (formerly Women Helping Battered Women)		P O Box 1535 Burlington, VT 05402	802-658-3131 Ext 1063	
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X-Requested to be notified.				



PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #1*

Activity: BFA Fairfax students

Date: January 28, 2025

Preparer: Tammy Garen

Host/Sponsor of Activity: Hall Communications

Participating Station Personnel: Mark Knight, Operations Manager and Jon Brooks Production Dir

Description of activity and scope of station participation:

Event: Building Tour

Hall Communications hosted a group of 10 high school students from BFA-Fairfax. WKOL Morning Show host and Production Director Jon Brooks hosted a one-hour tour of the WOKO-WKOL-WJOY facility. Students learned more about the radio industry, from the sales and business aspects of our building, to music and on-air programming, engineering, and I-T operations.

If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).



PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #2

Activity: Advocacy and Resource

Date: February 19, 2025

Preparer: tammy Garen

Host/Sponsor of Activity: Hall Communications

Participating Station Personnel: Mark Knight, Operations

Description of activity and scope of station participation:

Event: Building Tour

Hall Communications hosted a group of 6 individuals from the Advocacy and Resource Center in Plattsburgh, New York. During their one-hour tour of the WOKO-WKOL-WJOY facility, they learned more about the radio industry, from the sales and business aspects of our building, to music and on-air programming, engineering, and I-T operations.

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PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #3

Activity: CVU High School students

Date: June 5, 2025 **Preparer:** Tammy Garen

Host/Sponsor of Activity: Hall Communications

Participating Station Personnel: Bill Sargent Program Director WOKO

Description of activity and scope of station participation:

Hall Communications hosted a group of 22 high school students from Champlain Valley High School in Hinesburg, VT. WKOL Morning Show host and Production Director Jon Brooks, and WOKO Morning Show co-host and Program Director Bill Sargent hosted a one-hour tour of the WOKO-WKOL-WJOY facility. Students learned more about the radio industry, from the sales and business aspects of our building, to music and on-air programming, engineering, and I-T operations.

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PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #4

Activity: Plattsburgh/North Country Chamber Spring Job Fair 2025

Date: May 14, 2025 **Preparer:** Tammy Garen

Host/Sponsor of Activity: North Country Chamber of Commerce, Hall Communications, Inc., WPTZ-TV, OneWorkSource

Participating Station Personnel: Dan Dubonnet, General Manager; Meaghan Bombardier, Marketing Consultant

Description of activity and scope of station participation:

Hall Communications attended North Country Chamber of Commerce Job Fair in Plattsburgh, NY on May 14, 2025. The event, which was open to the public, allowed those looking for a job or new career the chance to meet with representatives of our company and conduct instant on-the-spot mini-interviews. General Manager Dan Dubonnet, and Marketing Consultant attended the event, which Hall Communications also sponsored and promoted on all of its radio stations.

If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #5

Activity: VAB Summer School -training sessions

Date: June 10, 2025 **Preparer:** Tammy Garen

Host/Sponsor of Activity: Hall Communications, Inc.

Participating Station Personnel: Dan Dubonnet, V.P. & General Manager, and marketing Consultants Kate Lanza, Kate Tucker, Meaghan Bombardier, Sue Gosselin, Margie Stern Hackett and Erin Howard

Description of Activity and Station Participation:

The Vermont Association of Broadcasters held their annual meeting and Sales-Program seminars in conjunction with the Commercial award ceremony at St. Michaels college. We attended Sales seminars, a session on digital marketing and content and a Owner/Manager session on hiring and retention practices. The event went from 9am-2pm

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PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #6

Activity: Plattsburgh North Country Fall job Fair

Date: September 9, 2025 **Preparer:** Tammy Garen

Host/Sponsor of Activity: North Country Chamber of Commerce, Hall Communications, Inc., WPTZ-TV, OneWorkSource

Participating Station Personnel: Dan Dubonnet, General Manager; Meaghan Bombardier, Marketing Consultant

Description of activity and scope of station participation:

Hall Communications attended North Country Chamber of Commerce Job Fair in Plattsburgh, NY on September 9, 2025. The event, which was open to the public, allowed those looking for a job or new career the chance to meet with representatives of our company and conduct instant on-the-spot mini-interviews. General Manager Dan Dubonnet, and Marketing Consultant attended the event, which Hall Communications also sponsored and promoted on all of its radio stations.

If participation in a recruitment activity has not been implemented during this reporting period, please indicate "none" above and add an appropriate explanation (such as, all of the station unit's recruitment activities are to be completed during another year and not the year covered by this report).



PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

Activity #7

Activity: Digital Training Sessions

Date: May-June 2025 **Preparer:** Tammy Garen

Host/Sponsor of Activity: SoCast and Advantage Systems Digital

Participating Station Personnel: Dan Dubonnet, GM/COO;
Marketing Consultants Meaghan Bombardier, Kate Lanza, Margie Stern-Hackett, Sue Gosselin,
Angie Myers, Kate Tucker, Erin Howard

Description of activity and scope of station participation:

DIGITAL TRAINING

May 14- On board training for Socast digital platforms

May 27- Training on REACH platform

June 16- Training with Advantage Systems for SEO and Web Sites

June 27- Training with SoCast for out of home tactics

These training systems lasted one hour each

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