

2022 EEO Public File Report for Antietam Broadband, Inc.

Washington County, MD

EEO Unit # 600568

This report covers October 1, 2021- September 30, 2022

Total number of full-time vacancies filled this period: 30

Total number of people interviewed for full time vacancies this period: 84

Supplemental Recruitment Initiative:

Antietam Broadband is committed to making affirmative outreach efforts consistent with Commission regulations. To achieve broad outreach when recruiting to fill vacancies, this unit uses a mix of national, regional, and local recruitment sources compliant with outreach provisions of 47 C.F.R. Section 76.75(b).

Antietam participated in a job fair on 5/13/22, sponsored by Workforce West Virginia. The people and culture manager also did mock interviews at Hedgesville High School on 3/25/22. Additionally, Antietam participates in the Affordable Connectivity Program that provides the temporary discount of up to \$30 monthly for low-income households. In addition, the state of Maryland is also offering a temporary \$15 a month discount for those households that qualify for ACP,

Antietam Broadband was fortunate that were able to step to the forefront and help many of our community partners. We were able to continue to honor our commitments to key organizations, and in some situations enhance those commitments, for organizations such as:

- Barbara Ingram School for the Arts Summer Academy
- Brooke's House awareness program,
- Season sponsor of the Maryland Symphony Orchestra
- Toys for Tots – Washington County, MD Virtual Toy Drive
- Maryland Food Bank
- Breast Cancer Awareness- Cumberland County Step and Stride

Antietam Broadband associates are automatically eligible to enroll in an array of certification programs and college accredited courses from the National Cable Television Institute that are designed to advance their professional growth. These licenses are paid for by the company and include degree programs in Broadband Technology, Broadband Leadership and Broadband Customer Care. We had forty-two individuals successfully complete 170 courses in the reporting period. That is a 20% increase in participants and a 23% increase in course completions.

Regarding the training programs completed, all the employees of this unit, including managers, participated in a live training given by corporate Human Resources on 8/23, titled- "A Culture of Prevention". The objectives of this course were to help employees identify the two main types of sexual harassment and learn courses of action available to employees that become victims of this behavior. This training also reinforced the importance of being respectful of others regardless of race, ethnicity, sex, religion, or any other protected class. Lastly, the course also gave employers an outline of responsibilities if this behavior occurred in the workplace. Employees signed off on the harassment avoidance policy in our UKG HR system by 8/31/2022.

On 9/1/22, the company leaders participated in a course titled “Legal Issues Refresher” that illustrate the kinds of legal questions that commonly occur in our workplaces. These case studies, along with an explanation of relevant laws, help supervisors answer legal questions that commonly occur in our workplaces. These stories will help supervisors respond appropriately when faced with issues of fairness, scheduling, employee requests for leave or accommodations.

Finally, we had ten employees participate in facilitated diversity forums on belonging on 3/1/22. We also had twenty employees from this site participate in a facilitated session titled Transgender 101 to better understand how to interact respectfully with this important population. Leaders also had the opportunity to attend sessions called “Winning with People” on 7/8/22 and “Connectable” on 8/24/22 to improve connection with their teams.