

2017 FCC EEO Public File Report for Antietam Broadband, Inc.

Washington County, MD

EEO Unit #

This report covers October 1,2016- September 30,2017

Total number of full time vacancies filled this period: 28

Total number of people interviewed for full time vacancies this period: 124

Supplemental Recruitment Initiative:

This employment unit has more than 10 full time employees and is in a metropolitan statistical area, as defined by the Office of Management and Budget, with a population greater than 150,000. Accordingly, it was required to complete two supplemental recruitment initiatives during this period. Pursuant to 47 C.F.R. 77.75(b)(2)(xiv), this unit completed two training programs to management level personnel as methods of ensuring equal employment opportunity and preventing discrimination.

Two of Antietam's marketing team attended the Washington County Public School's New Educator Forum on 8/21/17. The purpose was to meet and greet incoming teachers, offer them discounted service, and make them aware of Antietam Broadband's discounted Internet service available to qualified students and their families, ensuring all students in the community have access to the Internet.

Antietam also has a Tuition Reimbursement program where employees can take college courses to enhance their skills to better prepare them for their current jobs and/or advanced positions. The Marketing Director also has routinely mentored Antietam employees in Marketing, Advertising, Public Relations, Management, and Introduction to Business to expand the scope of their overall industry and business knowledge.

Between 8/17/17 and 9/27/17, all the employees of this unit, including managers, participated in an online course titled- "Sexual Harassment Prevention for Employees". 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.

Also between 8/17/17 and 9/27/17, all managers participated in an online course titled- "A Manager's Guide to Diversity, Inclusion, and Accommodation", that consisted of EEO training and basic understanding of disability protection legislation. This training also included avoiding discrimination in employment decisions. It also recognized considerations for handling disability and religious accommodations, while helping managers to see situations that could trigger protected leave.