

**2023 EEO Public File Report for Antietam Broadband, Inc.**

**Washington County, MD**

**EEO Unit # 600568**

This report covers October 1, 2022- September 30, 2023

*Total number of full-time vacancies filled this period: 22.*

*Total number of people interviewed for full time vacancies this period: 58.*

**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 satisfied two recruitment initiatives during the reporting period.

Antietam was a sponsor for Hagerstown Start Up week in May 2023. The hosts were Incubators and Labs at Hagerstown Community College, which was a conference to inspire entrepreneurship and help business leaders gain resources and networking. Antietam hosted a breakfast, provided speakers, and had a director serve on business panels.

Additional events included participating in the New Educator luncheon on 8/9/23 which allowed the company to give information to teachers on ACP. On 3/29/23, our current sales manager spoke at Shippensburg University to the Social Media strategy class.

Antietam Broadband was fortunate that were able to step to the forefront and help our community partners. We were able to continue to honor our commitments to key organizations such as:

- Brooke's House awareness program,
- Season sponsor of the Maryland Symphony Orchestra
- Toys for Tots – Washington County, MD Virtual Toy Drive
- Maryland Food Bank
- Sponsor Hagerstown community concerts
- 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 designed to advance their professional growth. These include degree programs in Broadband Technology, Broadband Leadership and Broadband Customer Care. We had 44 individuals successfully complete 194 courses in the reporting period.

On 7/14/23, all the employees of this unit, including managers, participated in a virtual training titled- "Anti-Harassment for Everyone". 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. All associates attested to the Harassment Avoidance Policy in our UKG HR system by 8/12/23.

During the week of 9/4/23, the company leaders received three courses, which illustrate the kinds of legal questions that commonly occur in our workplaces. These courses were: "Americans with Disabilities Act for Managers", "Fair Labor Standards Act for Managers", and "Family Medical Leave for Managers." These courses help supervisors answer legal questions that commonly occur in our workplaces. These explanations of relevant laws will help supervisors respond appropriately when faced with issues of fairness, scheduling, employee requests for leave or accommodations.

Leaders also had the opportunity to attend virtual leadership courses quarterly. Our first quarterly session was on Effective performance review writing on 2/14/23 and 2/17/23. Second quarter training was on "Reality Based Leadership" on 6/1/23. Third quarter training was on "Levels of Leadership" 9/14/23 and 9/19/23.

There were diversity initiatives offered to our employees in the reporting period. A women's network was established for all women of the Schurz organization to participate in. The first official meeting was on 8/31/23. All employees had the opportunity to participate in microlearning challenges for Black History Month from 2/21/23 through 2/23/23, which had 213 participants in total. Schurz People and Culture also hosted a Pride interactive event on 6/8/23 for all employees. Finally, the Schurz diversity task force also did a live presentation on Generational understanding on 9/18/23, that had 135 participants company wide.