

EEO PUBLIC FILE REPORT

FOR

**KTEN-TV**

This EEO Public File Report  
February 1, 2018 to January 31, 2019

## **EEO Annual Public File Report**

### **KTEN-TV**

The purpose of this EEO Public File Report is to comply with Section 73.2080 (c)(6) of the Federal Communications Commission's EEO Rule. This Report has been prepared on behalf of KTEN. This Report will be placed in KTEN's public inspection file and posted on KTEN's website.

The information contained in this Report covers the time period ending January 31, 2019 (the "Reporting Period").

Attachments 1 through 3 are intended to provide the information required by the FCC's EEO Rule. Attachments 1 and 2 contain the following information for each full-time vacancy:

- \* The recruitment source(s) used to fill each vacancy, identified by name, address, contact person and telephone number;
- \* The recruitment source that referred the hiree for each full-time vacancy;
- \* The total number of persons interviewed for each full-time vacancy; and,
- \* The total number of interviewees referred by each recruitment source used in connection with each vacancy.

Attachment 3 contains a list and brief description of outreach initiatives undertaken pursuant to the FCC's EEO Rule during the Reporting Period.

Questions concerning this Report should be directed to Tiffany Humphrey or Kristin Hellyer, at (804) 672-6565.

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**ATTACHMENT 1**

**FULL-TIME VACANCY INFORMATION**

<b>Position Title</b>	<b>Total No. Interviewees for the Vacancy</b>	<b>Recruitment Source of Hiree</b>	<b>Recruitment Sources Utilized (see attached list of sources)</b>
Reporter/Producer	11	11	<b>1-3, 10, 12, 17-35</b>
Chief Meteorologist	4	12	<b>1-3, 10, 12, 17-35</b>
Meteorologist	5	12	<b>1-3, 10, 12, 17-35</b>
Meteorologist	5	6	<b>1-3, 10, 12, 17-35</b>
Anchor/Reporter/Producer	6	12	<b>1-3, 10, 12, 17-35</b>
Reporter/Producer	5	3	<b>1-3, 10, 12, 17-35</b>
Production Assistant	1	5	<b>1-3, 10, 12, 17-35</b>
Production Assistant	5	5	<b>1-3, 10, 12, 17-35</b>

Total number of persons interviewed during the Reporting Period: **42**

**ATTACHMENT 2**

**RECRUITMENT SOURCE INFORMATION**

<b>Recruitment Source (see attached list)</b>	<b>Total Number of Interviewees from Source*</b>	<b>Did Source Request Notice of Job Openings?</b>
1	2	No
2	1	No
3	6	No
4	1	No
5	4	No
6	0	No
7	0	No
8	0	No
9	15	No
10	7	No
11	2	No
12	4	No
13	0	No
14	0	No
15	0	Yes
16	0	Yes
17	0	No
18	0	Yes
19	0	No
20	0	No
21	0	Yes
22	0	Yes
23	0	Yes
24	0	No
25	0	No
26	0	Yes
27	0	No
28	0	No
29	0	Yes
30	0	Yes
31	0	Yes
32	0	Yes
33	0	Yes
34	0	No
35	0	No
36	0	No

**\* Note: The above table reflects information for the 42 interviewees who provided referral source information.**

## RECRUITMENT SOURCES

### Source

1. KTEN-TV website, <http://www.kten.com/>
2. Texas Association of Broadcasters, <http://www.TAB.org>
3. Oklahoma Association of Broadcasters <http://www.OABOK.org>
4. Indeed <http://www.indeed.com>
5. Self Referral
6. Employee Referral
7. Craigslist <http://www.craigslist.org>
8. Texas Workforce [www.twc.state.tx.us/](http://www.twc.state.tx.us/)
9. YouTube <http://www.youtube.com>
10. TV Jobs [www.tvjobs.com](http://www.tvjobs.com)
11. [www.Linkedin.com](http://www.Linkedin.com)
12. Employee Bulletin Board
13. SpotsNDots
14. NewCheckMedia
15. Lockwood Broadcast Group Website [www.lockwoodbroadcast.com](http://www.lockwoodbroadcast.com)
16. Rick Gevers Newsletter
17. Art Institute of Dallas, 8080 Park Ln #100, Dallas, TX 75231 David B Elias - 214-812-1234
18. Austin College, 900 N. Grand Ave., Sherman, TX 75090-4400 Margie Norman - 903-813-2247
19. Cameron University, 2800 West Core, Lawton, OK 73505 Steve Adams - 580-581-2211
20. Chickasaw Nation Administration, PO Box 1548, Ada, OK 74821 Haley Ralls – 580-436-2603
21. East Central University, 1100 E 14th St., Ada, OK 74820 Dr. Donna Gough - 580-332-3388
22. Hispanic Organization, 1167 Scott Hill Road, Pottsboro, TX 75076 Laura Macia – 956-968-3600
23. Northeastern OK A& M, 200 I Street NE, Miami, OK 74354 Jordan Adams - 918-560-6994
24. NWOSU, 709 Oklahoma 14, Alva, OK 73717 Jesse Shroeder - 580-327-8599
25. Oklahoma City Community College, 7777 May Avenue, Oklahoma City, OK 73159 Gwin Faulconer-Lippert – 405-682-1611
26. Oklahoma State University, School of Journalism Broadcasting, 206 Paul Miller, Stillwater, OK 74078 Jack Hodgson – 405-744-5000
27. Rogers University, 1701 W Will Rodgers Blvd, Claremore, OK 74017 Cathie Coomer – 918-343-7777
28. Sherman Business & Professional Women, PO Box 1124, Sherman, TX 75091 Jackie Tomlinson
29. Southeastern OK State University, 1405 N 4th Ave, Durant, OK 74701 Scott Hensley – 580-745-2000
30. University of North Texas, PO Box 310589, Denton, TX 76203 Christine Paswan – 940-565-2000
31. University of Oklahoma, 900 Asp Ave #323, Norman, OK 73019 Heather Spencer – 405-325-0311
32. University of Central Oklahoma, 100 N. University Drive Box 196, Edmond, OK 73034 Jeff Hagy – 405-974-2000
33. Workforce Texoma, 2415 S Austin Street Ste 105, Denison, TX 75020 Jeremy Burke - 903-463-9997
34. University of Miami, Coral Gables, FL 33124 Samuel Roberts - 305-284-2211
35. Denison Business & Professional Women, [sundancemedical@hotmail.com](mailto:sundancemedical@hotmail.com) Marsha Shock 903-463-4227
36. OU Job Fair

### ATTACHMENT 3

#### MENU OPTION ACTIVITIES

KTEN-TV has engaged in the following outreach activities during the period covered by this Report:

Activity Classification*	Type of Activity	Brief Description
6	Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies)	<p>KTEN created and aired announcements that encouraged viewers interested in pursuing a radio and/or a television career to utilize the websites of the Texas Association of Broadcasters and Oklahoma Association of Broadcasters to learn of employment opportunities at member stations. These announcements ran throughout the year on KTEN.</p> <p>KTEN also provided a link from our website (Job Opportunities page) to the Oklahoma and Texas Association’s website/job banks.</p> <p>Job Opportunities at the stations are also posted on the Oklahoma and Texas Association job banks.</p>
8	Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;	<p>In February, station management participated in a webinar conducted by the Texas Association of Broadcasters offering guidance on dealing with sexual harassment claims.</p> <p>On May 23<sup>rd</sup>, station management participated in a webinar conducted by Namely HR dealing with “How to Remove Bias From Your Hiring Process.”</p> <p>On June 21<sup>st</sup>, sales management attended a webinar conducted by ComScore regarding the state of OTT.</p> <p>On June 25<sup>th</sup>, the KTEN local sales manager attended the NBC Affiliate Marketing meeting in Las Vegas, NV.</p> <p>On August 1<sup>st</sup>, the KTEN local sales manager attended the Texas Association of Broadcasters annual meeting in Austin, TX.</p> <p>On August 30, station management attended a webinar conducted by the Oklahoma Association of Broadcasters regarding Tips for Attracting New Employees.</p> <p>On September 22<sup>nd</sup>, the KTEN news director attended the AP NewsTrain Digital Training at the University of North Texas.</p> <p>On October 11th, the KTEN news director participated in a Poynter Institute webinar regarding the Power of Critical Thinking to Fight Fake News.</p> <p>On November 15th, the KTEN news director participated in an Associated Press webinar regarding Sharing Social Media Secrets.</p> <p>On December 19<sup>th</sup>, the KTEN sales team participated in a webinar conducted by Richard Harris of Orbit Interactive dealing with Digital Advertising Sales.</p>

1	Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;	Station management participated in the following Career Fairs: March 1 <sup>st</sup> – University of Oklahoma College of Atmospheric and Geographic Sciences Career and Internship Fair. October 11 <sup>th</sup> – University of North Texas Journalism, Media, Communication Career Fair.
5	Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment	KTEN accepted 2 student internships in 2018. These interns served in the News Department. Interns were provided with the opportunity to learn from KTEN broadcast professionals.

**\* For “Activity Classification”, use “1” through “16” in accordance with attached list.**

## Menu Option Classifications

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.