

EEO PUBLIC FILE REPORT

FOR

KTEN-TV

This EEO Public File Report
February 1, 2022 to January 31, 2023

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, 2023 (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 at (804) 672-6565 or business@lockwoodbroadcast.com.

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ATTACHMENT 1

FULL-TIME VACANCY INFORMATION

Position Title	Total No. Interviewees for the Vacancy	Recruitment Source of Hiree	Recruitment Sources Utilized (see attached list of sources)
Production Assistant	4	15	1-18, 20
Producer	3	15	1-18, 20
Account Executive	4	22	1-18, 20-22
Producer**	4	15	1-18, 20
Reporter	5	15	1-18, 20
Reporter/Producer**	4	21	1-18, 20, 21
Weekend Meteorologist	4	15	1-18, 20
Reporter**	5	15	1-18, 20
Production Assistant***	5	15	1-18, 20
Production Assistant***	5	15	1-18, 20
Production Assistant***	5	15	1-18, 20
Commercial Producer	4	19	1-19, 21
Account Executive	2	19	1-20
Production Assistant	5	15	1-18, 20
Promotions Producer	4	22	1-14, 16-18, 20, 22
Business Manager	5	22	1-18, 20, 22

Total number of persons interviewed during the Reporting Period: **58**

****Some of the interview pool was the same between positions of same position title, which may have resulted in a larger number of interviewee's counted than actual individuals who were interviewed.**

*****Shares the exact same pool of candidates. Candidates are counted once for the purpose of this position.**

ATTACHMENT 2

RECRUITMENT SOURCE INFORMATION

Recruitment Source (see attached list)	Total Number of Interviewees from Source*	Did Source Request Notice of Job Openings?
1	0	No
2	0	No
3	0	No
4	0	No
5	0	No
6	0	No
7	0	No
8	0	No
9	0	No
10	0	No
11	1	No
12	0	No
13	0	No
14	0	No
15	39	No
16	0	No
17	0	No
18	0	No
19	3	No
20	0	No
21	3	No
22	12	No

* Note: The above table reflects information for the 58 interviewees who provided referral source information.

RECRUITMENT SOURCES

Source

1. Art Institute of Dallas, 8080 Park Ln #100, Dallas, TX 75231 David B Elias - 214-812-1234
2. Austin College, 900 N. Grand Ave., Sherman, TX 75090-4400 Margie Norman - 903-813-2247
3. Cameron University, 2800 West Core, Lawton, OK 73505 Steve Adams - 580-581-2211
4. Chickasaw Nation Administration, PO Box 1548, Ada, OK 74821 Haley Ralls – 580-436-2603
5. East Central University, 1100 E 14th St., Ada, OK 74820 Dr. Donna Gough - 580-332-3388
6. Northeastern OK A& M, 200 I Street NE, Miami, OK 74354 Jordan Adams - 918-560-6994
7. Northwestern Oklahoma State University, 709 Oklahoma 14, Alva, OK 73717 Jesse Shroeder - 580-327-8599
8. Oklahoma State University, School of Journalism Broadcasting, 206 Paul Miller, Stillwater, OK 74078 Jack Hodgson – 405-744-5000
9. Rogers University, 1701 W Will Rodgers Blvd, Claremore, OK 74017 Cathie Coomer – 918-343-7777
10. Sherman Business & Professional Women, PO Box 1124, Sherman, TX 75091 Jackie Tomlinson
11. University of North Texas, PO Box 310589, Denton, TX 76203 Christine Paswan – 940-565-2000
12. University of Oklahoma, 900 Asp Ave #323, Norman, OK 73019 Heather Spencer – 405-325-0311
13. University of Central Oklahoma, 100 N. University Drive Box 196, Edmond, OK 73034 Jeff Hagy – 405-974-2000
14. Workforce Texoma, 2415 S Austin Street Ste 105, Denison, TX 75020 Jeremy Burke - 903-463-9997
15. KTEN-TV website, <http://www.kten.com/>
16. Texas Association of Broadcasters, <http://www.TAB.org>
17. Oklahoma Association of Broadcasters <http://www.OABOK.org>
18. TV Jobs www.tvjobs.com
19. Self-Referral
20. Handshake.com <https://www.joinhandshake.com/> 225 Bush St. 12 Floor San Francisco, CA 94104 415-944-9960
21. Internal Referral
22. Indeed.com, 6433 Champion Grandview Way, Building 1, Austin, TX 78750 1-800-475-4361

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
5	Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment	Station hosted two interns. One intern was from University of North Texas and was on site from Feb 15, 2022, to April 27, 2022. The other intern was from Austin College and was on site from March 8, 2022, to May 17, 2022. Interns learn about news production, generating on-air and online content and how sales functions around the news programming.
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;	<ul style="list-style-type: none"> • February 8, 2022: The Director of Sales participated in training with the Oklahoma Association of Broadcasters regarding branding for businesses. • March 1, 2022: The Meteorology staff attended training with the NWS Norman Virtual Media Workshop. They learned better [weather prediction (?)] methods through the National Weather Service. • March 8, 2022: The General Manager, and sales managers participated in training on automotive selling due to the difficulties in the current automotive market. • March 24, 2022: The Chief Meteorologist attended a webinar hosted by the National Weather Service. The training discussed seasonal readiness for severe weather. • May 25, 2022: The Director of Sales attended a webinar through Local Broadcast Sales. This webinar addressed how to retain local directs and learning from ad agencies. • July 12, 2022: The General Manager, and Local Sales Manager attended a webinar by Local Broadcast Sales. This webinar addressed the qualities of the best broadcast sellers. • August 9, 2022: The General Manager and Station Manager attended a webinar put on by Local Broadcast Sales. This webinar addressed topics such as how to reengage advertisers, and digital solutions. • August 25, 2022: The Creative Services Director attended a virtual event educating creative departments on how to utilize cloud-based editing. The event was hosted by AVID. • October 11, 2022: An Account Executive attended a webinar through the Oklahoma Association of Broadcasters. This webinar discussed how to be a better than average seller. • October 26, 2022: The News Director attended a webinar put on by the Texas Association of Broadcasters. This webinar discussed ethical decision making in the newsroom. • November 8, 2022: The Director of Sales, Local Sales Manager, and an Account Executive attended a webinar put on by Local Broadcast Sales. This webinar discussed how to quadruple local direct sales. • November 17, 2022: An Account Executive attended a sales training event through the Jim Doyle Associates. This webinar discussed the HVAC industry and how to support the local industry through advertising. • December 13, 2022: An Account Executive attended training with the Texas Association of Broadcasters. This virtual session explored topics such as the current advertising climate and how to impact frequency to help the advertiser and pricing concerns.
10	Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting	<ul style="list-style-type: none"> • February 24, 2022: The News Director and Station Manager participated in the University of Texas Communications Career Expo. • March 2, 2022: The News Director participated in the College of Atmospheric and Geographic Sciences Career and Internship Fair.

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.