



Annual EEO Public File Report

The purpose of this EEO Public File Report ("Report") is to comply with Section 73.2080©(6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment unit that is comprised of KNDO-TV (Yakima, WA) and KNDU-TV (Kennewick, WA) and is required to be placed in the public inspection files of the station and posted on their website.

The information contained in this Report covers the time period beginning October 1, 2023 to and including September 30, 2024 (the "Applicable Period").

The FCC's 2002 Report requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the stations comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to section 73.2080©(1)(ii) of the new EEO Rule, which should be separately identified, identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080©(2) of the FCC rules.

Appendices 1,2 and 3, which follow, have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under column entitled "Full-time Positions for Which This Source Was Utilized" refer to the number of the full-time job positions listed on Appendix 1.

For purposes of this Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer and completed station paperwork. A person was deemed "interviewed" whether they were interviewed in person, over the telephone or by e-mail.



Annual EEO Public File Report Form
Covering the period: from 10/01/23 to 09/30/24

Station: KNDO-TV & KNDU-TV

Section I: Vacancy Information

Full Time Positions Filled by Job Title:	Recruitment Source of Hiree:	Date Position Filled	Total # of Interviewees from all Sources for this position:	Recruitment Sources Notified for each position (from Section II Recruitment Source)
1 Technical Media Producer	Internal Transfer	10/5/2023	1	1-8,10-24
2 Bilingual Multi Media Journalist	Promotion	10/9/2023	2	1-8,10-24
3 Commercial Producer	Promotion	10/16/2023	1	1-8,10-24
4 Technical Media Producer	Indeed	10/16/2023	3	1-8,10-24
5 Digital Content Producer	Promotion	10/19/2023	3	1-8,10-24
6 Weather Anchor/Reporter	Promotion	10/23/2023	1	1-8,10-24
7 Anchor/Managing Editor	Nonstoplocal Website	10/30/2023	5	1--24
8 News Photographer	Nonstoplocal Website	11/9/2023	3	1-8,10-24
9 News Photographer	Indeed	11/13/2023	3	1-8,10-24
10 Marketing Consultant	Indeed	11/27/2023	6	1-8,10-24
11 Producer	Indeed	2/5/2024	5	1-8,10-24
12 Marketing Consultant	Indeed	3/19/2024	4	1-8,10-24
13 Technical Media Producer	Nonstoplocal Website	3/25/2024	5	1-8,10-26
14 News Director	Indeed	5/6/2024	14	1-8,10-24,26-31
15 Multi-Media Journalist Reporter	WSU Career Fair	6/17/2024	9	1-24,26
16 Marketing Consultant	Nonstoplocal Website	6/19/2024	3	1-24
17 Multi-Media Journalist Reporter	YouTube	7/8/2024	9	1-25
18 Marketing Consultant	Indeed	7/25/2024	3	1-24
19 Bilingual Reporter	Promotion	8/8/2024	9	1-25,27
20 Reporter/Anchor	Indeed	8/9/2024	9	1-25,32
21 Newscast Producer	WSU Career Fair	8/28/2024	3	1,2,8,9,11,16,18-20,23,26
22 Marketing Specialist	Employee Referral	9/3/2024	4	1,2,4,7-9,11,14-16,18-20
23 Multi-Media Journalist Reporter	Nonstoplocal Website	9/30/2024	3	1-25

Total Number of Persons Interviewed During Applicable Period: **108**



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Section II: Recruitment Source Information

	Recruitment Source:	Contact Information:	Interviewees this Source Has Provided During this Period (if any).	Positions For Which this Source Was Utilized
1	Internal Posting/Employee Referral Interns /Promotions	Jeff Hite -Director of Recruiting & Training 3312 W Kennewick Ave, Kennewick, WA 99336 Email: jeff.hite@nonstoplocal.com	16	7
2	Non Stop Local Website KHQ Inc. - KNDO-KNDU-Cowles MT Media https://www.nonstoplocal.com/employment VISTA Corporate Career Page	Jeff Hite -Director of Recruiting & Training 3312 W Kennewick Ave, Kennewick, WA 99336 Email: jeff.hite@nonstoplocal.com	10	5
3	BeOnAir.com Ohio/Illinois Centers for Broadcasting	Janese Hardy 9885 Rockside Road STE 160, Valley View, OH 44125 (216) 242-4342 jhardy@BeOnAir.com	0	
4	Central Washington University	Director - Vicki Sannuto 400 E University Way, Ellensburg, WA 98926 www.cwu.edu/~seo/off_employer.html (509) 963-1921 career@cwu.edu/career	0	
5	Craigslist	Craig Newmark PO Box 225159, San Francisco, CA 94122-5159 Phone: 415-566-9844 website: www.craigslist.org	0	
6	Gonzaga University	Gonzaga University-Katherine Brackmann E 502 Boone, Spokane, WA 99258 Phone:509-313-4344 Email: careers@gonzaga.edu website: https://gonzaga-csm.symplicity.com/	0	
7	Indeed.com	https://employers.indeed.com/m 800-475-4361	49	8
8	Columbia Basin College Handshake	2600 N. 20th Ave, Pasco, WA 99301 509-542-4487 # 2487 Email: careerservices@columbiabasin.edu https://www.columbiabasin.edu	0	
9	Eastern Washington University Career Services Handshake	Career Services 926 Elm St PUB 332, Cheney, WA 99004 Phone:509-359-6365 email: careers@ewu.edu	0	
10	Idaho State University Handshake	921 South 8th Avenue, Pocatello, ID 83209 Phone: 208-282-4636 email: careers@isu.edu website: https://www.isu.edu/career	0	
11	Spokane Community College Career Employment Services	Career Services 1810 N Greene St, Spokane, WA 99217 Phone: 509-533-8855 https://spokanecc-csm.symplicity.com/	0	
12	Spokane Falls Community College Student Employment Center	Career Education Office 3410 West Fort George Wright Drive Spokane, WA 99224 Phone: 509-533-3540 Website: College Central Network® Email: SFCC.Studen careers@spokanefalls.edu	0	



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13	The College of Idaho Handshake	2112 Cleveland Blvd, Caldwell, ID 83605 Phone: 208-459-5011 Email: careerservices@collegeofidaho.edu https://www.collegeofidaho.edu	0	
14	University of Idaho Handshake	Career Services 875 Perimeter Dr MS 2534, Moscow, ID 83844-2534 https://www.uidaho.edu/current-students/career-services	0	
15	University of Montana Handshake	Career Services Lommasson 154, Missoula, MT 59812-2088	0	
16	Walla Walla University Handshake	Career Center 204 S College Ave, College Place, WA 99324 (509) 527-2664 career@wallawalla.edu	0	
17	Washington State University	Pullman, Washington Phone: 509-335-6000 Email: communications@wsu.edu Website: https://murrow.wsu.edu/	0	
18	Whitworth University Handshake	Whitworth University -Kimberly Ortiz 300 W Hawthorne Rd, Spokane WA 99218 (509) 777-3272 kortiz@whitworth.edu	0	
19	Yakima Valley Community College Handshake	Maricela Ramos P.O. Box 22520, Yakima, WA 98907 Phone: 509-574-6800 Ext 3345 Email: mrmos@yvcc.edu https://www.yvcc.edu/services/career-services/	0	
20	Napoli Management Group	Medes Bapoli 700 North San Bidente Blvd, West Hollywood, CA 90069 Phone: 310-385-8222 Email: nmq@tvtalet.com	0	
21	Tri-Tech Skills Center	Lisa McKinney 5929 W. Metaline Ave., Kennewick, WA 99337 (509) 222-5810 Email: lisa.mckinney@ksd.org https://tritech.ksd.org/	0	
22	TV Jobs	Employment Svc P.O. Box 4116 Oceanside, CA 92052-4116 (800) 374-0119 admin@tvjobs.com	1	
23	WSAB (WA State Assoc of Broadcasters)	Keith Shipman 724 Columbia St NW, Suite 310, Olympia, WA 98501 360-705-0774 Email: kshipman@wsab.org http://www.wsab.org/jobbank_employers.html	0	
24	Worksource	Jeff Miller 130 S Arthur, Spokane, WA 99202 www.worksourcewa.com	1	
25	YouTube	Youtube.com https://www.youtube.com San Bruno, CA	15	1
26	WSU Career Fair	Washington State University Career Fair Email: camille.vaughn@wsu.edu ; communications@wsu.edu	2	2



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	Recruitment Source:	Contact Information:	Interviewees this Source Has Provided During this Period (if any).	Positions For Which this Source Was Utilized
27	Linkedin.com Recruiter	Career Page https://www.linkedin.com/	3	
28	Rick Gevers Recruiter	www.rickgevers.com 3355 E. Ohio St #303, Indianapolis, IN 46204 Phone: 317-635-7912	3	
29	Talent Dynamics Agency Recruiter	https://www.talentedynamics.com/#info@talentedynamics.com	1	
30	Talent Blvd Recruiter	https://talentblvd.com/	2	
31	Media Staffing Network Recruiter	https://www.mediastaffingnetwork.com/	2	
32	Sportscaster Talent Agency Recruiter	https://staatalent.com/	3	
Total			108	23

Note: * Indicates sources that have requested notification of job openings- none in 2023-2024 reporting period.



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Section III: Supplemental(Non-Vacancy Specific) Recruitment Activities Undertaken by KNDO TV and KNDU TV

<u>Activity:</u>	<u>Description of the Activities:</u>
Job Fair	The Director of Recruitment(DOR) participated in the Fall 2023 University of Idaho Career Fair, October 4, 2023. The DOR shared with the students about our history, values, locations, various news operations, employment and internship possibilities at KHQ, Incorporated stations and Cowles Montana Media Company stations, including KHQ TV.
Job Fair	The Director of Recruitment(DOR) participated in the Gonzaga All Majors Career & Internship Fair, October 11, 2023. The DOR shared with the students about our history, values, locations, various news operations, employment and internship possibilities at KHQ, Incorporated stations and Cowles Montana Media Company stations, including KHQ TV.
Job Fair	The Director of Recruitment(DOR) participated in the Fall Spokane Falls Student Employment and Career Services Fair, October 26, 2023. The DOR shared with the students about our history, values, locations, various news operations, employment and internship possibilities at KHQ, Incorporated stations and Cowles Montana Media Company stations, including KHQ TV.
Job Fair	The Director of Recruitment (DOR) participated in the Washington State University Career Expo, February 6, 2024. The Director of Recruitment (DOR) spoke with several students individually about careers and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Cowles Montana stations. The DOR also spoke with the students about their careers, their goals, and broadcast journalism.
Job Fair	The Director of Recruitment (DOR) participated in the University of Idaho Career Fair on February 7, 2024. The DOR spoke with students about our company, what we do and where we operate. The DOR talked with students individually about careers and the company internship programs including the requirements and how to apply for an internship. He also talked about the current and future job opportunities at all station locations for KHQ-TV, KNDO/U-TV and Cowles Montana stations.
Job Fair	The Director of Recruitment (DOR) participated in the KHQ/Worksource Job Fair on April 24, 2024 and spoke with job seekers about careers and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Cowles Montana stations. The DOR talked about careers in media and journalism and the paths, typical education for the various positions and entry level positions at all locations.
Job Fair	The Director of Recruitment participated in the Spokane Falls Community College Job Fair on April 25, 2024. He spoke with several students individually about careers and internship possibilities at KHQ-TV, KNDO/U TV and Cowles Montana stations. The DOR also spoke with the students about careers in media/journalism and the paths to gain many of these positions including entry-level positions at all locations.
Tours	KNDU gave 3 station tours to various groups of students in which the broadcasting industry was explained including job opportunities and the requirements needed for jobs in the broadcast industry.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	The Director of Recruitment (DOR) participated in the Gonzaga University Career Development Class on February 3, 2024. The DOR was part of a panel discussion on the topic of career development strategies. The DOR shared with the students about resume and interview strategies and shared resume and interview strategies as well. Discussion included professionalism and what that looks like in the workplace and internships and how they can benefit the student. He also discussed current and future job opportunities at KHQ-TV, KNDO/U-TV and our Cowles Montana Stations
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	The Director of Recruitment participated in the WSU Murrow Symposium on April 3rd and 4th, 2024. During this two day event they participated on panels about careers in journalism, long-form storytelling and sports production. The also spoke individually with students about positions within the Companies both current and in the future as well as internship opportunities at KHQ-TV, KNDO/U-TV and our Cowles Montana Stations.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	The Director of Recruitment(DOR) participated in the Eastern Washington University Diversity & Inclusion Festival on April 18, 2024. He spoke with students from diverse cultures backgrounds about careers in broadcasting, media and content. We also talked about internships and job shadow opportunities across all our stations in Washington and Montana.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	The Director of Recruitment (DOR) participated in three events that included classroom presentations where they spoke to grade schools or high school students about internships and job opportunities in a broadcast television station and the education necessary for the different positions.



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<u>Activity:</u>	<u>Description of the Activities:</u>
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	KNDO TV Station Representatives participated in six events that included high school and middle school classroom presentations or career days where they spoke to students about job opportunities in the broadcast industry and the educational needs to pursue these opportunities.
Training	KNDO/U TV employees participated in a Cowles Corporate sponsored Diversity, Equity & Inclusion Series on 10/6/24 focused on Hispanic Heritage. Employees participated on a panel discussion and remaining employees learned virtually via Teams about Latin American history and understanding of Hispanic Latino Americans in our community and how to take action beyond to implement that understanding on a daily basis.
Training	The Station hires local college students and recent college graduates as freelance workers for live, over-the-air sports productions. With this, the station offers training to achieve the skill level necessary to successfully work in full time positions in the broadcast industry such as a field camera operator and production assistant. This experience led to freelance jobs with other network affiliated sports production companies such as ESPN and other larger sports networks.
Training	The Local Sales Manager attended the NAB conference in Las Vegas for 5 days of seminars and networking events in April 2024. The conference covered topics like best practices in hiring, management training, technology advancements to better the workforce, diversity in the workplace, and overcoming challenges in the present environment .
Training	The Local Sales Manager attended the local Chamber of Commerce Class for Managers on August 20,2024 entitled "Fit to Lead - Building habits that promote wellness." The class covered how to avoid employees with burn out, manage stress and fostering a positive work environment.
Training	One KNDO/U station Broadcast Engineer attended the Gates Air Transmitter Training classes in February, 2024 in Quincy, Ill. Training included the theory of operation for the transmitter and training for normal maintenance of ULTXE transmitters.
Training	The KNDO/U managers have access to a "Manager Corner" a dedicated section on the Employee Resources online site tailored to the management team providing valuable resources, guides, and tools to assist in day-to-day management tasks. Topics include, Effective interviewing techniques, interviewing do's and don'ts, Interviews-What Not to Ask and includes an Interview Question Bank, Interviewing and the ADA training module, Documentation Training as a Manager and Company Practices and Standards, Performance Evaluation Training and various others.
Training	All Cowles Company Stations Management Team participated in an all day Human Resources(HR) retreat on February 27, 2024. Rebecca Larson, a Senior Training Specialist and Organizational Development from Gonzaga University led the group in team building activities and spoke on the "Leader as a Coach" providing input into "Coaching" employees to reach their full potentials for employee development and performance. Discussion centered on generations in the workforce and how to manage each of them. Jessi Everhardt, of Cowles HR, also led sessions on interviewing and performance reviews.
Training	Cowles Company, owner of KNDO/U TV also provides a quarterly Solutions newsletter resource for managers aimed at bolstering leadership and human resource practices. Highlight examples include strategies for building meaningful relationships with team members from the get-go; Tips on supporting employees through personal challenges, including making the most of the EAP's counseling and support services and guidance on managing performance issues with empathy and effectiveness.