



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, if they have a website.

The information contained in this Report covers the time period beginning October 1, 2016 to and including September 30, 2017 (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 he or she was interviewed in person, over the telephone or by e-mail.



Annual EEO Public File Report Form
 Covering the period: from 10/01/16 to 09/30/17

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. Multimedia Journalist	KNDO/U website	11/07/16	5	1-2, 4-27, 29
2. Commercial Producer	internal PT to FT	01/03/17	6	1-2, 4-8, 10-38
3. Multimedia Journalist	TV Jobs	01/17/17	6	1-3, 5-8, 10-39
4. Account Executive	Promotion	02/01/17	4	1-3, 5-8, 10-38
5. Anchor/Reporter	TV Jobs	03/08/17	8	1-2, 4-8, 10-38
6. Local Sales Assistant	Monster.com	03/27/17	7	1-3, 5-8, 10-38, 40
7. Multimedia Journalist	TV Jobs	04/24/17	6	1-2, 4-8, 10-38
8. Commercial Producer	KNDO/U website	04/12/17	6	1-2, 4-8, 10-26, 28-39
9. Weekend Anchor/Reporter	TV Jobs	06/01/17	7	1-2, 4-8, 10-34, 36-38
10. Web Producer	Referral - PS Media	06/23/17	5	1-2, 5-29
11. Telemundo Reporter	TV Jobs	07/13/17	4	1-2, 4-27, 29
Total Number of Persons Interviewed During Applicable Period:			64	

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Section II: Recruitment Source Information

	Recruitment Source:	Contact Information:	Total Number of Interviewees this Source Has Provided During this Period (if any).	Full Time Positions For Which this Source Was Utilized
1	Internal Posting/Employee Referral	Cameron Derrick 3312 W Kennewick Ave, Kennewick WA 99336 Email: cameron.derrick@kndu.com	3	3
2	KNDO/U Website	Cameron Derrick 3312 W Kennewick Ave, Kennewick WA 99336 Email: cameron.derrick@kndu.com kndu.com kndo.com nbcrightnow.com	8	2
3	Yakima Herald-Republic	Kris Dawson 114 N 4th St, Yakima, WA 98901 (509) 577-7755 classads@yakimaherald.com	0	
4	Tri-City Herald	Kennen Hawkes 333 W Canal Dr, Kennewick, WA 99336 (509) 582-1446 classads@tricityherald.com	0	
5	Big Bend Community College	Bonnie Jeffery 7662 Chanute St NE, Moses Lake, WA 98837 (509) 793-2069 bonniej@bigbend.edu	0	
6	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	0	
7	Charter College	Director - Vanessa Watson 5278 Outlet Drive, Pasco WA 99301 (509) 546-3900 203 marilyn.limcarreon@prospecteducation.com	0	
8	Columbia Basin College	Daphne Lightfoot 2600 N. 20th Ave., Pasco, WA 99301 (509) 547-5559 dlightfoot@columbiabasin.edu	0	
9	Colville Confederated Tribes	Human Resources PO Box 150, Nespelem, WA 99155 (509) 634-2842 anthony.thomas@colvilletribes.com	0	
10	Eastern Washington University Career Services	Career Services 114 Showalter Hall, Cheney WA 99004- 509-359-6365 careers@ewu.edu	0	
11	Eastern Washington University Dept of Theatre & Film	Pam Bumpas 104 RTV Building, Cheney WA 99004 (509) 359-6390 pamela.bumpas@mail.ewu.edu	0	
12	Napoli Management Group	Mendes Napoli 8844 W Olympic Blvd STE 100, Beverly Hills CA 90211 (310) 385-8222 nmq@tvtaent.com	0	
13	BeOnAir.com Ohio/Illinois Centers for Broadcasting	Janese Hardy 9885 Rockside Road STE 160, Valley View, OH 44125 (216) 447-9117 jhardy@BeOnAir.com	0	
14	Spokane Falls Community College Student Employment Center	Dani Gray 3410 W Ft George Wright Drive, Spokane WA 99224-5288 (509) 533-3545 careers@spokanefalls.edu	0	
15	Spokane Tribal Council	Anne Numkena PO Box 206, Wellpinit, WA 99040 (509) 458-6569 hadmin@spokanetribe.com	0	

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16 Yakima OIC	Jocelyn Heernandez Yakima OIC of Washington j.h@yvoic.org	0	
17 Tri-Tech Skills Center	Mike Greif 5929 W. Metaline Ave., Kennewick, WA 99337 (509) 222-5810 mike.greif@ksd.org	0	
18 TV Jobs	Mark Holloway P.O. Box 4116 Oceanside, CA 92052-4116 (800) 374-0119 admin@tvjobs.com	35	5
18 Walla Walla University	Career Center 204 S College Ave, College Place, WA 99324 (509) 527-2664 career@wallawalla.edu	0	
19 Washington State Comm on Hispanic Affairs	Alicia Luna 210 11th Ave STE 301A, Olympia WA 98504 (800) 443-0294 hispanic@cha.wa.gov	0	
20 Washington State University	Communication Dept P.O. Box 642520 Pullman, WA 99164-2520 (509) 335-3068 communication@wsu.edu	0	
21 Whitworth University	Career Services 300 W Hawthorne Rd, Spokane WA 99251 (509) 777-3272 careerservices@whitworth.edu	0	
22 Yakima Valley Community College	Caitlin Goodwill P.O. Box 22520, Yakima, WA 98907 (509) 574-6870 cgoodwill@yvcc.edu	0	
23 Yakima Valley Technical Center	Ryan Broom 1116 S. 15th Ave., Yakima, WA 98902 (509) 573-5000 broom.ryan@yakimaschools.org	0	
24 Craigslist	Craig Newmark PO Box 225159, San Francisco CA 94122-5159 Phone: 415-566-9844 website: www.craigslist.org	5	
25 Gonzaga University Career Planning & Placement	Gonzaga University Career Center 502 E Boone Ave MSC 2462, Spokane WA 99258 (509) 313-4234 careercenter@gonzaga.edu	0	
26 North Idaho College	Career Center Services 1000 W Garden Ave, Coeur d'Alene ID 83814 (208) 769-3297 www.nic.edu/career/jobs	0	
27 Radio Broadcasting/TV Broadcasting	Jim Carnegie PO Box 6633, Woodbridge VA 22195 (813) 909-2916 http://rbr.com/category/television-careers/	3	
28 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	
29 Worksource	Jeff Miller 130 S Arthur, Spokane WA 99202 www.worksourcewa.com	10	1
30 Aging & Long Term Care of Eastern Washington	Kristina Scheideler 1222 N Post, Spokane, WA 99201 Phone: 509-458-2509 ext 215		



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	Email: khristina.scheideler@dshs.wa.gov		
31 American Indian Community Center (AICC)	Linda Lauch 610 E North Foothills Dr, Spokane, WA 99207 Phone: 509-535-0886 Email: lindal@aiccinc.org		
32 Collective Talent	Michael Bille 1721 Richardson, Tampa, FL 33606 Phone: 813-254-9695 Email: bille@michaelsmedia.com		
33 North East Community Center	Kathleen Hill 4001 N Cook, Spokane, WA 99207 Phone: 509-487-1603 Email: kathleenhill.kat@gmail.com		
34 Rick Gevers & Associates	Rick Gevers 355 E Ohio St, Suite 303, Indianapolis, IN 46204 Phone: 317-635-7912 Email: rick@rickgevers.com		
35 Southwest Spokane Community Center	Mark Reilly 310 S, Spokane, WA 99201 Phone: 509-624-8634 Email: mreilly@webband.com		
36 Spokane Community College Multicultural Student Services	Lori Hunt 1810 N Greene St, MS-2081, Spokane 99217 Phone: 509-533-7032 Email: lhunt@scc.spokane.edu		
37 Tri-Cities OIC	Israel Delamora 2211 W Court, Suite E, Pasco, WA 99301 Phone: 509-545-0484 Email: idelamora@yvoic.org		
38 YWCA Opportunity Center	Erica Schreiber 930 N Monroe St, Spokane, WA 99201 Phone: 509-326-1190 Email: woclab@ywcaspokane.org		
39 Martin Luther King Jr Family Outreach Center	Freda Gandy 845 S Sherman St, Spokane 99202 Phone: 509-455-8722 Email: fdesk@mlkspokane.org		
40 Perry Technical Institute	Chelsea Snodgrass, Director of Career Services 2011 W. Washington Ave, Yakima, WA 98903 Phone: 509-453-0374 x5776 Email: chelsea.snodgrass@perrytech.edu Website: www.perrytech.edu		
Total interviews for all full time vacancies filled:		64	11

Note: * Indicates sources that have requested notification of job openings.



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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	Participated in the Intern and Job Shadow Fair: October 2016 at Eastern Washington University. Station representatives discussed employment and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Montana Stations. Descriptions and applications were available for the job candidates. Over twenty resumes were accepted. Managers were available to talk about job openings in the various markets and details on education needed for each job.
Job Fair	Participated in the Internship and Job Fair put on by four local universities at the Spokane Convention Center. Eastern Washington University, Gonzaga University, Washington State University and Whitworth University hosted the event in February 2017. Station representatives discussed employment and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Montana stations. Descriptions and applications were also available for the job candidates. Managers were available to talk about job openings in the various markets and details on education needed for each job.
Job Fair	Participated in the Internship and Job Fair at University of Montana - School of Journalism in March 2017. Montana representatives met with students to discuss the job and internship opportunities available at KHQ-TV, KNDO-TV, KNDU-TV and Montana Stations.
Job Fair	KHQ-TV and Worksource Spokane organized and hosted the 4th Annual Job fair, May 2017 at the Spokane Convention Center. Station representatives discussed opportunities with KHQ-TV, KNDO/KNDU-TV and Montana stations. Informational sheets outlining internship programs and job shadow positions as well as a list of current jobs at each individual station were made available. Representatives discussed the company approach to hiring at smaller Stations/Markets and training and promoting the market Stations. Talent and weather staff answered questions about their jobs and education requirements for their positions.
Job Fair	Participated in Great Falls Job fair Hosted by Great Falls Job Service in May 2017. Station representatives discussed the career paths available in Broadcasting and with KHQ-TV, KNDO/KNDU-TV and Montana stations. An informational sheet describing all of the open positions at each individual station in Washington and Montana was made available.
Job Shadow Program	KNDU regularly takes part in job shadow programs. These are middle school, high school or college students that are in the station for a one or two day visit to learn about various job and career opportunities in broadcasting. There were two job shadows in this reporting year in the news department.
Mentoring Program	Employees often visit KHQ-TV in Spokane, WA to train with staff in the larger market. Content and web personnel participated in this mentoring activity this reporting year.
Mentoring Program	KHQ, Inc and Cowles Montana Media Company together have formalized a mentoring rotation for producers and multi-media journalists, whereby news managers from all the stations rotate weekly to critique/train them so that each talk/meet weekly with a news manager from within the group.
Tours	KNDU gave four station tours to various groups of students in which the broadcasting industry is explained including job opportunities and the requirements needed for the jobs.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	KNDU participated in three events including classroom presentations from grade school classes to college classes, and county-wide high school career fairs about broadcast career opportunities and the related educational requirements.
Training	Managers and staff participated in several workshops presented by Media strategist Larry Rickel. Areas of concentration included future newcasts, ways to improve the news product, reorganizing to adjust for future changes, and digital and online strategies.
Training	Members of the news team spent several days receiving in-depth performance training from talent coach Stephanie Rickel concentrating on voice, presentation, interaction on-air, and delivery coaching.
Training	Station Manager/GSM attended the NAB - Small Market Television Exchange three day conference in Denver, CO in September, 2017. He learned leadership, creative marketing ideas, management strategies and sales training strategies.
Training	The Sales team receives ongoing training throughout the year from Washington State Association of Broadcasters through online training seminars. The seminar topics included web sales, mobile digital sales, and prospecting. All seminars are archived for one year so AE's can review later.
Training	The Sales team attend four TVB webinars covering areas such as Real Estate, Selling Successful Campaigns, Optimizing Audience Analytics and Auto Sales.
Training	The Sales team receives online training and resources throughout the year from Center for Sales Strategies covering various topics to assist and develop sales staff.