

KARE
EEO PUBLIC FILE REPORT
November 21, 2020 - November 20, 2021

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Integrated Account Executive	1-11, 13, 16-17, 20-22, 24-33, 35-36, 38-39, 41, 43-58, 60-61	49
President & General Manager	4, 15, 42, 49-50, 60	42
Cause Marketing & Partnerships Coordinator	1-11, 13, 16-17, 20-22, 25-27, 29-32, 34-36, 38-39, 44-55, 57-61	49
Visual Storyteller - KARE	1-11, 13, 16-17, 20-23, 25-27, 29-32, 34-36, 38-39, 44-55, 58-61	49
Technology Specialist	1-11, 13, 16-17, 20-23, 25-27, 29-32, 34-36, 38-39, 44-55, 57-61	49
Local Sales Manager	1-11, 13, 16-17, 21-23, 25-27, 29-32, 35-36, 38-39, 44-55, 57-61	49
News Producer	1, 3-11, 13, 16-17, 20-22, 25-27, 29-32, 35-36, 38-39, 44-55, 58-61	49
Visual Storyteller	1-11, 13, 16-18, 20-22, 25-27, 29-31, 35-36, 38-39, 44-55, 58-61	49
Senior Digital Content Producer	1-5, 7-13, 16-22, 24-27, 29-31, 35-36, 38-39, 44-55, 58-61	19
Sales Coordinator - 10607	1-11, 13, 16-18, 20-23, 25-27, 29-31, 35-36, 38-39, 44-55, 58-61	49
Account Executive	1-11, 13-14, 16-17, 19-25, 27, 29-31, 35-40, 44-55, 58-61	49
Account Executive	1-11, 13-14, 16-17, 19-25, 27, 29-31, 35-40, 44-55, 58-61	49
Account Executive	1-11, 13-14, 16-17, 19-25, 27, 29-31, 35-40, 44-55, 58-61	49
Account Executive	1-11, 13-14, 16-17, 19-25, 27, 29-31, 35-40, 44-55, 58-61	40
Account Executive	1-11, 13-14, 16-17, 19-25, 27, 29-31, 35-40, 44-55, 58-61	40
Multi-Skilled Journalist (2) - 10645	1-11, 13, 16-17, 20, 22-23, 25-27, 29- 31, 35-36, 38-40, 44-55, 58-61	40
Managing Editor - 10641	1-11, 13, 16-17, 20, 22-23, 25-27, 29- 31, 35-36, 38, 44-55, 58-61	49
Commercial Producer	1-11, 13, 16-17, 20-23, 25-27, 29-31, 35-36, 38-39, 44-55, 58-61	49
Lead Visual Storyteller - 10728	1-11, 13, 16-17, 20, 22-23, 25, 27, 29- 31, 35-36, 38-39, 44-55, 58-61	49
Account Manager - 10817	4, 14, 49, 60	4
Maintenance Technician - 10840	1-11, 13, 16-18, 20, 22-23, 25-27, 29- 31, 35-36, 38-39, 44-55, 58-61	49

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Sports Director - 10993	1-11, 13, 16-18, 20, 22-23, 25-27, 29, 31, 35-36, 38-40, 44-55, 58-61	40
Local Sales Manager	1-11, 13, 16-23, 25-27, 29, 31, 35-36, 38-39, 44-55, 58-61	49
Visual Storyteller - 11085	1-11, 13, 16-18, 20-23, 25, 27, 29, 31, 35-36, 38-39, 44-55, 58-61	49
Director-11272	1-11, 13, 16-17, 20, 25-27, 29, 31, 35- 36, 38-39, 44-45, 47-55, 58-61	49

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II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	American Indian LRC/UofM 106 Pleasant St. SE 125 Minneapolis, Minnesota 55407 Email : aminstud@umn.edu Career Services	N	0
2	American Indian OIC, Inc 1845 East Franklin Ave Minneapolis, Minnesota 55404 Phone : 612-341-3358 Url : www.aioic.org Email : donc@aioic.org Fax : 1-612-341-3766 Don Clark	N	0
3	Asian American Journalists Minnesota 425 Portland Ave. S. Minneapolis, Minnesota 55488 Email : aajamn@gmail.com Career Services	N	0
4	Career Builder 200 N. LaSalle St Suite 1100 Chicago, Illinois 60601 Phone : 773-527-3600 Url : http://www.careerbuilder.com Career Service Manual Posting	N	1
5	Carver County Workforce Center 602 East Fourth Street Chaska, Minnesota 55318 Phone : 952-361-1711 Email : mrudloff@co.carver.mn.us Fax : 1-952-361-1636 Mary Rudloff	N	0
6	Cedar Valley Services 2111 4th Street NW Austin, Minnesota 55912 Phone : 507-433-2303 Url : www.cedarvalleyservices.org Fax : 1-507-433-8880 Jim Mueller	N	0

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7	Central MN Jobs & Training Services 106 Pine Street Monticello, Minnesota 55362 Phone : 763-271-3715 Url : www.mnworkforcecenter.org Email : behaffee@ngwmail.mn.state.us Fax : 1-763-271-3701 Barb Chaffee	N	0
8	Centro Cultural Chicano 1915 Chicago Avenue Minneapolis, Minnesota 55404 Email : infocenter@centromn.org - -	N	0
9	Chicanos Latinos University 220 South Robert Street #103 St. Paul , Minnesota 55101 Email : armij001@umn.edu Cindy -	N	0
10	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : http://www.collectivetalent.com Email : bille@michaelsmedia.com Michael Bille	N	0
11	Council on Black Minnesotans 2233 University Ave. #426 St. Paul, Minnesota 55114 Email : cobm@state.mn.us Career Services	N	0
12	Current Employee - Transfer/Promotion	N	1
13	Dakota County Technical College 1300 145th St. E Rosemount, Minnesota 55068 Email : cel@dctc.edu Career Services	N	0
14	Employee Referral	N	2
15	Former Employee	N	1

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16	Hamline University 1536 Hewitt Ave. MS-B1802 St. Paul, Minnesota 55104 Email : tmiddendorf@hamline.edu Career Services	N	0
17	Hennepin Technical College 9200 Flying Cloud Drive Eden Prairie, Minnesota 55347 Email : jobs@hennepintech.edu Career Services	N	0
18	Hmong Television Email Only Mpls, Minnesota Email : mitchlee@comcast.net Mitch Lee	N	0
19	Indeed.com	N	3
20	Inroads Minneapolis/St. Paul 1600 University Ave West St. Paul, Minnesota 55104-3839 Phone : 951-644-4406 Email : info@inroads.org Collin Melvin	N	0
21	JuJu.com juju.com New York, New York juju.com Job Search Engine Manual Posting	N	0
22	KARE 11 Internal Candidates Minnesota Career Service Manual Posting	N	0
23	Life-Work Planning Center 201 North Broad Street, Suite 100 Union Square Business Center Mankato, Minnesota 56001 Phone : 507-345-1577 Url : www.lwpc.org Fax : 1-507-345-1469 Susan McNamara	N	0
24	Linked In	N	6

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
25	Media Line P.O. Box 51909 Pacific Grove, California 93950 Phone : 800-237-8073 Url : www.medialine.com Email : medialine@medialine.com Mark Shilstone	N	0
26	Minneapolis Urban League 2100 Plymouth Ave Minneapolis, Minnesota Phone : 612-302-3157 Email : rpargo@mul.org Fax : 1-612-521-8513 Roosevelt Pargo	N	0
27	Minnesota Broadcasters Association 3033 Excelsior Blvd #301 Mpls, Minnesota 55416 Phone : 612-926-8123 Url : www.minnesotabroadcasters.com/careers Email : llasere@minnesotabroadcasters.com Fax : 1-612-926-9761 Linda Lasere	N	0
28	Minnesota Women's Consortium 550 Rice Street St. Paul, Minnesota 55103 Email : info@mnwomen.org Career Services	N	0
29	Minnesota WorkForce Center 205 2nd Ave NW, Suite B Roseau, Minnesota 56751 Phone : 218-463-2233 Email : Bonny.Stechmann@state.mn.us Fax : 1-218-463-1316 Bonny Stechman	N	0
30	Minnesota Workforce Center 1606 W. Third St. Red Wing, Minnesota 55066 Phone : 651-385-6480 Url : www.mnwfc.org Email : Vicky.Koehn@state.mn.us Fax : 1-651-385-6484 Vicky Koehn	N	0

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31	Minnesota Works 300 11th Ave. NW Rochester, Minnesota 66901 Phone : 507-285-7318 Url : www.minnesotaworks.net Email : victoria.tiff@state.mn.us Victoria Tiff	N	0
32	MN Indian Resource Center 2300 15th Ave. S. Minneapolis, Minnesota 55404 Email : skincade@miwrc.org Career Services	N	0
33	MN Workforce Center- St. Cloud 3333 West Division St. Midtown Square Mall, Suite 212 St. Cloud, Minnesota 56303 Phone : 320-202-6435 Email : michael.eisenstadt@state.mn.us Fax : 1-320-654-5173 Mike Eisenstadt	N	0
34	NAACP Sabathani Community Center 310 E 38th Street, Room 138 Minneapolis, Minnesota 55409 Email : naacp@apollo3.com Roger Clark	N	0
35	National Association Of Black College Broadcasters (NABCB) P.O. Box 3191 Atlanta, Georgia Phone : (404) 523-6136 Email : bcrmail@aol.com Fax : 1-404-523-5467 Lo Jelks	N	0
36	National Hispanic Media Coalition 55 S. Grand Ave. Pasadena, California 91105 Email : info@nhmc.org Career Services	N	0
37	Non-Employee Referral	N	1
38	Normandale Community College 9700 France Ave. South Bloomington, Minnesota 55431 Email : nccjoblist@normandale.edu Career Services	N	0

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39	Occupational Development Center, Inc. Highway 32 South Box 730 Thief River Falls, Minnesota 56701 Phone : 218-681-4949 Email : plavalier@odcmn.com Fax : 1-218-681-7635 Peter Lavalier	N	0
40	Other Source	N	4
41	Rasmussen College 3500 Federal Drive Eagan, Minnesota 55016 Email : tinat@rasmussen.edu Career Services	N	0
42	Recruiter	N	9
43	Society of Professional Journalists 3909 N. Meridian St. Indianapolis, Indiana 46208 Email : tcarlier@spj.org Career Services	N	0
44	Southwest MN Workforce Center 129 W. Nicols Montevideo, Minnesota 56265 Phone : 320-269-5561 Url : www.mnwfc.org Fax : 1-320-269-5696 Juanita Lauritsen	N	0
45	St. Cloud Technical College 1500 Cooper Ave. S. St. Cloud, Minnesota 56303 Email : jbauer@sctcc.edu Career Services	N	0
46	St. John's University Career Services Mary Hall #10 Collegeville, Minnesota 56321 Phone : 320-363-3236 Email : jclarkson@csbsju.edu Heidi Harlander	N	0
47	St. Olaf 1520 St. Olaf Ave. Northfield, Minnesota 55057 Email : cahoon@stolaf.edu Career Services	N	0

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48	Summit Academy OIC 935 Olson Memorial Highway Minneapolis, Minnesota 55405 Email : info@saoic.org Career Services	N	0
49	TEGNA.com 7590 Jones Branch Drive McLean, Virginia HR HR Manual Posting	N	68
50	Tvjobs.com Broadcast Employment Services, P.O. Box 4116 Oceanside, California Phone : 800-374-0119 Url : www.tvjobs.com Email : jobs@tvjobs.com Fax : 1-760-754-2115 Mark C. Holloway	N	0
51	University of Minnesota 200 Donhowe Buliding 319 15th Ave. SE Minneapolis, Minnesota 55455 Email : mlkdesk@umn.edu Career Services	N	0
52	University of Minnesota Department of Chicano & Latino Studies 19 Scott Hall 72 Pleasant Street SE Minneapolis, Minnesota 55455 Email : chicstud@umn.edu Career Services	N	0
53	University of Minnesota, School of Journalism 111 Murphy Hall, 206 Church St SE Mpls, Minnesota 55455-0418 Phone : 612-625-0120 Email : sjmcugs@umn.edu Career Service	N	0
54	University of St. Thomas 2115 Summit Ave St. Paul, Minnesota 55105 Email : webmaster@stthomas.edu Career Services	N	0

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55	University of St. Thomas, Counseling & Career Services 2115 Summit Avenue #5020 St Paul, Minnesota 55105-1096 Phone : 651-962-6767 Email : pnlee@stthomas.edu Pa Nhia Lee	N	0
56	University of Wisconsin - La Crosse 1725 State Street La Crosse, Wisconsin 54601 Email : kbald@uwlax.edu Career Services	N	0
57	US Department of Veterans Affairs VA Regional Office BHW Federal Bldg 1 Federal Drive Fort Snelling, Minnesota 55111-4050 Phone : 612.970.5452 Fax : 1-612-970-5455 Candy Kriska	N	0
58	Wayne State University - Journalism Institute for Media Diversity 42 W. Warren Ave. Detroit, Michigan 48202 Email : anails@wayne.edu Career Services	N	0
59	Women Venture 2324 University Ave. W. St. Paul, Minnesota 55114 Email : amays@womenventure.org A Mays	N	0
60	www.kare11.com Minnesota Url : www.kare11.com Career Service Manual Posting	N	0
61	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			96

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	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	12/16/2020	Establishment of training programs for station personnel	3 half-days (12 hours total) virtual training; sponsored by Tegna, but conducted by Center for Sales Strategy. Training was called Inside Out Managers Master Class Series. Focused on managing sellers to their strengths and understanding how to minimize their weaknesses.	3	Local Sales Manager Account Executive Digital Sales Manager
2	12/18/2020	Participation in events or programs sponsored by educational institutions	Spoke to Wayzata School District student regarding career path and opportunities as a broadcast meteorologist.	1	Meteorologist
3	1/21/2021	Establishment of training programs for station personnel	TEGNA Webinar: 2021 Strategies. TEGNA staff introduced the 2021 campaign with go to market strategies for the station staff.	12	Sales Department
4	2/5/2021	Establishment of training programs for station personnel	Monthly meeting for TEGNA Channel 1 Content Publishers. Topics Discussed: Changes to the Channel 1 platform: new functionality, roles, permissions. Station newsletters. Upcoming content/topics. Metrics review. Open forum for questions/training 1 meeting/month, 10 meetings total.	1	Director of Marketing
5	2/8/2021	Participation in events or programs sponsored by educational institutions	Meteorologist participated in a joint panel discussion with the Twin Cities Meteorological Society and the St. Cloud State University AMS chapter via zoom. It consisted of college students asking questions about the broadcast meteorology field, career path, and what to expect out of college.	1	Meteorologist
6	2/11/2021	Establishment of training programs for station personnel	Annual Byte Back Security Awareness Campaign to help employees understand TEGNA's IT standards and procedures, the employee's role in keeping our company safe from attacks, and how to incorporate security practices into our employee's daily work routine. The challenge helped employees increase their cybersecurity awareness on a variety of topics including social media accounts, email security, safe browsing and sensitive data protection.	170	All Staff

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7	2/15/2021	Participation in events or programs sponsored by educational institutions	Spoke to Wayzata School District student regarding career path and opportunities as a broadcast meteorologist.	1	Meteorologist
8	3/10/2021	Establishment of training programs for station personnel	TEGNA Webinar: PREMION 2021 Sales Summit. TEGNA staff discussed the latest key factors when choosing an advertising partner for your business.	12	Sales Department
9	3/29/2021	Establishment of training programs for station personnel	TEGNA in partnership with Poynter Institute held a companywide inclusive journalism training consisting of four separate trainings for the News and Marketing staff throughout March 2021. Staff were led through a series of exercises and topics to help recognize ways to be more inclusive and sensitive to our diverse community when it comes to reporting the news.	110	All News All Marketing
10	4/20/2021	Establishment of training programs for station personnel	Relationship Management Training provided for station leadership. After completing a personality inventory, each participant learns more about their natural style of communication and how that style interfaces with others in constructive and destructive ways. Provided tip and training on how to style -adjust communications and presentations to be more effective with a diverse audience of varying styles.	5	All Sales Leaders
11	4/23/2021	Participation in events sponsored by organizations representing the community	2021 IMA Women's Leadership Summit - Annual summit for professionals working in accounting and finance, particularly Certified Management Accountants. Sessions: Unmute Yourself: Igniting Intentional Leadership, Journey to the C-Suite, Finance Transformation in the Digital Age, Stories from the Front Line: Navigating the Challenges, Choices and Opportunities, and 8 Tools of Improv that Can Improve Your Everyday Life.	1	Analytic Supervisor
12	4/30/2021	Participation in events or programs sponsored by educational institutions	News Executive Producer spoke to a journalism class at the University of St Thomas on television broadcast producing. Discussed the news business and how to prepare for a career in television broadcasting.	1	Executive Producer

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13	5/4/2021	Participation in events sponsored by organizations representing the community	Meteorologist participated and spoke at Freshwater Society annual fundraising event gala. Discussed career opportunities in the broadcast industry and job at the station extensively.	1	Meteorologist
14	5/17/2021	Participation in events sponsored by organizations representing the community	News Content Director spoke to the San Diego Chapter of the National Association of Black Journalists this summer. The presentation lasted two hours (virtual) and areas that were covered included journalism, George Floyd coverage, and more. Additional advice was given to people asking for some career guidance.	1	News Content Director
15	5/17/2021	Participation in events sponsored by organizations representing the community	Station meteorologists and the Minnesota Twins baseball team collaborated to celebrate weather, science and baseball. Virtual video session with students from across Minnesota and parts of Wisconsin. Meteorologists and MLB players created a video for school aged kids. Open the minds of children to careers in the broadcast industry.	4	Chief Meteorologist Meteorologist Meteorologist Meteorologist
16	6/23/2021	Establishment of training programs for station personnel	Executive Team offsite strategic planning meeting, which included training for leaders on diversity, equity and inclusion in the workplace.	10	Executive Team
17	7/12/2021	Establishment of an intern program designed to assist members of the community	This station is participating in TEGNA Inc.'s Producer-In-Residence ("PIR") Program. TEGNA Inc. established this PIR Program to train and provide experience to college graduates interested in a career in broadcasting/producing. The PIR Program affords each selected PIR the opportunity to gain real-life experience as a Producer.	1	Producer In Residence
18	7/19/2021	Establishment of training programs for station personnel	Diversity, Equity & Inclusion - How Diversity Makes Teams More Innovative training. The overall discussion of this training definitely focuses on data and statistics specifically around gender diversity, but include and explanation on how the presenter experiment was executed and what was being measured.	8	Department Heads

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19	7/27/2021	Establishment of training programs for station personnel	<p>Diversity, Equity & Inclusion - How to Grow a Diverse & Inclusive Workforce training touched on many important topics:</p> <ul style="list-style-type: none"> • Importance of building a high-trust workplace culture • Get better at attracting and retaining diverse talent <ul style="list-style-type: none"> o Need to diversify to win the war on talent- especially true in our market with strong competition with large, local corporations who offer work from home and benefits we do not o Inclusion – need connections to attract talent, foster innovation and grow business o Lots of little things add up 	8	Department Heads
20	7/30/2021	Establishment of training programs for station personnel	TEGNA's Diversity and Inclusion HR Business Partner held a training for the Executive team on inclusive hiring practices. Topics covered included learning about diversity, equity, and inclusion; the benefits of diverse teams, leveraging colleges, universities, and local organizations; measuring diversity; looking for transferrable skills; combatting unconscious bias; and best practices. Digital share - How to Grow a Diverse & Inclusive Workforce.	10	Executive Team
21	8/9/2021	Establishment of training programs for station personnel	<p>Diversity, Equity & Inclusion - Leveraging Transparency to Build Equity training was required of all department heads with the expectation that they would then cascade this training to their frontline managers as well. This training shared the DE&I story for the organization Glassdoor. This training moved into individual and group application on how achieve and secure all three – D, E, and I within an organization.</p>	8	Department Heads

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22	8/13/2021	Establishment of training programs for station personnel	TEGNA's Diversity and Inclusion HR Business Partner held a training for the Executive team on inclusive hiring practices. Topics covered included learning about diversity, equity, and inclusion; the benefits of diverse teams, leveraging colleges, universities, and local organizations; measuring diversity; looking for transferrable skills; combatting unconscious bias; and best practices. Digital webinar- Leveraging Transparency to Build Equity.	10	Executive Team
23	8/31/2021	Establishment of training programs for station personnel	Inside Out Managers Master Class Series training for new Account Executives. Focused on managing sellers to their strengths and understanding how to minimize their weaknesses.	3	Local Sales Manager Account Executive Account Executive Account Executive
24	9/22/2021	Participation in events sponsored by organizations representing the community	Meteorologist participated and spoke at Great River Greening annual fundraising event gala. Discussed career opportunities in the broadcast industry and jobs at the station.	1	Meteorologist
25	10/4/2021	Participation in events sponsored by organizations representing the community	Annual conference of members of the Minnesota Broadcasters Association, of which Digital Director sits on the Board of Directors. Conference included the annual business meeting, and several informational sessions covering issues of importance to the broadcast industry. Discussed opportunities within the broadcast industry.	3	Digital Director Content Director General Manager
26	10/4/2021	Establishment of training programs for station personnel	TEGNA Cybersecurity Training Secure TEGNA - a new cybersecurity program that includes quarterly training modules covering different topics such as data protection, safe browsing, email safety, and social media account protection.	170	All Station Employees
27	10/5/2021	Participation in events or programs sponsored by educational institutions	Photojournalist spoke to journalism class at St. Olaf College on October 5th, 2021. The presentation was on storytelling, and photojournalism tips and tricks. Also discussed career tracks into the broadcast industry.	1	Photojournalist

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28	10/6/2021	Participation in Job Fairs	Digital Director participated in the Minnesota Broadcasters Association job fair held in Stillwater, MN. Vetted students and discussed career opportunities in the broadcast industry.	1	Digital Director
29	10/8/2021	Provision of training to personnel of unaffiliated non-profit organizations	2021 IMA Women's Leadership Summit - Annual summit for professionals working in accounting and finance, particularly Certified Management Accountants. Sessions: Women in the Workplace: Where We Stand, Taking the "Heat" at Work, Leadership and Life Stories: Following Your Own Path, and Red Flag Mania: Fraud Chase, An Immersive Investigative Experience.	1	Analytic Supervisor
30	10/19/2021	Provision of training to personnel of unaffiliated non-profit organizations	October 17 - 22, News staff attended the NPPA Advanced Storytelling workshop in Colorado as a career development and networking opportunity. It was a hands-on conference for anyone who works with video, where they shot two stories in amazing northern Colorado, and got instant feedback. Teachings to craft video stories from pitch to final product. This workshop was designed for video journalists with some experience, and is perfect for both reporter/photographer teams, and solo video journalists as well.	3	Multi Skilled Journalist Director of Photography Reporter
31	11/10/2021	Establishment of training programs for station personnel	Sales Department Mini Off site training/team building meeting to launch believe campaign.	12	Sales Department