

I. VACANCY LIST

[illegible]

KEYC
EEO PUBLIC FILE REPORT
December 1, 2018 – November 30, 2019

II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
2	Gustavus Adolphus College Cynthia Favre 800 W College Avenue St Peter, MN 56082 507-933-7272	Y	
3	SCSU Society of Prof Journalists Drew Sandholm 720 4 th Avenue S, SH 14 St Cloud, MN 56301 320-308-4967	Y	
4	St James Area Chamber of Commerce Jennie Firchan 516 2 nd Avenue S St James, MN 56081-0346 507-375-3333	Y	
5	Bethany Lutheran College Brittany Nash 700 Luther Drive Mankato, MN 56001 507-344-7000	N	
6	Broadcast Employment Services Mark Kennedy PO Box 4116 Oceanside, CA 92052 760-754-8177	N	
7	Brown College Christine Kleckner 1440 Northland Drive Mendota Heights, MN 55120 651-905-3509	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Institute of Production & Recording Stacy Severson 312 Washington Avenue N Minneapolis, MN 55401 612-244-2802	N	
9	Minnesota Broadcasters Association Linda LaSere 3033 Excelsior Blvd, Suite 440 Minneapolis, MN 55416 612-926-8123	N	
10	Minnesota Workflow Center 12 Civic Center Plaza, Suite 1600 Mankato, MN 56001 507-389-6723 www.Minnesotaworks.net	N	
11	Minnesota State University Mankato Jennifer Guyer-Wood Career Development Center 211 Wigley Admin Center Mankato, MN 56001 507-389-6061	N	
12	NAB Career Center Nate 1771 N Street NW Washington, DC 20036 202-429-4598	N	
13	Rasmussen Business College Amy Ites 130 St Andrews Drive Mankato, MN 56001 507-625-6556	N	
14	Ridgewater College Ellen Roster Wilmar-Ardith Ampt Hutch-Emily Albin 320-222-5200	N	
15	Riverland Community College Nicole Nelson 1900 8 th Avenue NW Austin, MN 55912 507-433-0688	N	

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16	Colorado Media School Debbie Byrd 404 S Upham Street Lakewood, CO 80226 303-479-4908	Y	
17	South Central College Candy Laven 1920 Lee Blvd North Mankato, MN 56003 507-389-7225	N	
18	Southwest State University Career Services Dept 1501 State Street Marshall, MN 56258 507-537-6221	N	
19	Home Magazine Dorothy Meyer Madison East Mall Mankato, MN 56001 605-275-8121	N	
20	The Mankato Free Press 418 S 2 nd Street Mankato, MN 56001 507-344-6395	N	
21	The Sentinel PO Box 681 Fairmont, MN 56031 800-598-5597	N	
22	The Journal Karen Jensen PO Box 487 New Ulm, MN 56073 800-967-1760	N	
23	Owatonna People's Press Bonnie 135 W Pearl Street Owatonna, MN 55060 507-444-2397	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
24	The Albert Lea Tribune 808 W Front Street Albert Lea, MN 56007 507-373-1411	N	
25	St Peter Herald Bonnie 311 S Minnesota Avenue St Peter, MN 56082 507-444-2397	N	
26	Redwood Gazette 219 S Washington Street Redwood Falls, MN 56283 800-658-2574	N	
27	Faribault Co. Register 128 N Main Street Blue Earth, MN 56013 888-877-0643	N	
28	Faribault Daily News 514 Central Avenue Faribault, MN 55021 507-333-3100	N	
29	Cottonwood County Citizen 260 10 th Street Windom, MN 56101 800-658-2510	N	
30	St James Plaindealer 604 1 st Avenue South St James, MN 56081 507-375-3161	N	
31	Emmetsburg Democrat 3726 560 th Avenue Emmetsburg, IA 50536-8584 712-852-2323	N	
32	Estherville Daily News 10 N 7 th Street Estherville, IA 51334-2232 712-362-2622	N	
33	Spirit Lake Dickinson County News 30000 18 th Street W, #400 Spirit Lake, IA 51360-7471 712-336-1211	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
34	Spencer Daily Reporter 310 E Milwaukee Street Spencer, IA 51301-4569 712-262-6610	N	
35	KEYC News 12 Website Placement Keyc.com	N	
36	KEYC News 12 On-Air-Spot	N	
37	KEYC News 12 internal posting	N	4
38	TV News Check Steve Stoltz PO Box 565 Chatham, NJ 07928 215-901-9495	N	
39	TVNET News Check M Bruce PO Box 565 Chatham, NJ 07928 610-766-0745	N	
40	New Ulm Chamber of Commerce 1 N Minnesota Street New Ulm, MN 56073 507-233-4300	Y	
41	Broadcasting & Cable (B&C) Magazine Zach Kalish 212-378-0455 This Ad is when hiring a Manager position (if in need)	N	
42	Gray Television Tallahassee, FL hr@gray.tv www.snagajob.com	N	16

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
43	Greater Mankato Jobs 1961 Premier Drive, Suite 100 Mankato, MN 56001 507-385-6640	N	
44	www.indeed.com Web based job/site	N	2
45	LinkedIn Web/based networking www.linkedin.com	N	2
TOTAL INTERVIEWEES OVER REPORTING PERIOD			24

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Internship Program	For May-June 2019, KEYC provided an internship to a student from Minnesota State University-Mankato. The individual spent time with the News Director getting exposure to many aspects of gathering, preparing and delivering tv news.
2	Internship Program	For August-Sept 2019, KEYC provided an internship to a student from Minnesota State University-Mankato. The individual spent time with the Operations Manager getting exposure to many aspects of producing and directing tv news.
3	EEO Training	On June 20, 2019, our Office Manager participated in an EEO training – the FCC’s EEO rules and regulations – provided by Joan Stewart of Wiley Rein LLP.
4	Participate in Job Fair	On January 18, 2019, a Staff Meteorologist spoke at a local high school career fair.
5	Community Group Interested in Broadcast Employment Issues	On February 12, 2019, Staff Meteorologist gave a station tour to clients from MRCI and explained working at a television station, including news gathering and weather forecasting.
6	Community Group Interested in Broadcast Employment Issues	On June 7, 2019, A Staff Meteorologist gave a tour to 7 students from Bethany Lutheran College and explained working at a television station, including news gathering
7	Community Group Interested in Broadcast Employment Issues	On March 19, 2019, a Staff Meteorologist gave a station tour to 30 students from Grenada-Huntly-East Chain School and explained working at a television station, including news

		gathering and weather forecasting.
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