

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period June 1, 2021 to May 31, 2022.

1) Employment Unit: CBS Broadcasting Inc.; Detroit Television Station WKBD Inc.

2) Unit Members (Stations and Communities of License): WWJ TV CBS 62/WKBD TV Detroit CW50

3) EEO Contact Information for Unit Member:

| | |
|----------------------------|------------------------------|
| Mailing Address: | Telephone Number: |
| 26905 West Eleven Mile Rd. | 248-355-7036 |
| Southfield, MI 48033 | Contact Person: |
| | Julia Burt – Human Resources |
| | E-mail Address: |
| | jaburt@cbs.com |

I. FULL TIME VACANCIES DURING REPORTING PERIOD – Jobs Filled (See Master Recruitment Source List for recruitment source data)

| | Job Title | Recruitment Source Notified of Job Vacancy | Recruitment Source of Hiree |
|----|----------------------------|--|--|
| 1 | Director Creative Services | 1-7; 10-31 | Paramount Recruiter Contact |
| 2 | Web Producer | 1-6; 10-31 | LinkedIn |
| 3 | Meteorologist | 1-6; 10-31 | Paramount Career Site |
| 4 | Director of Sales | 1-6; 10-31 | Internal Employee Promotion |
| 5 | Multi-Skilled Journalist | 1-8; 10-31 | Internal Employee Conversion to FT Staff |
| 6 | News Director | 1-8; 10-31 | Internal Employee - Promotion |
| 7 | Multi-Skilled Producer | 1-8; 10-31 | Internal Employee – Conversion to FT Staff |
| 8 | Local Sales Manager | 1-9; 10-31 | Employee Referral |
| 9 | Newsroom Business Admin. | 1-7; 10-31 | LinkedIn |
| 10 | Assistant News Director | 1-8; 10-31 | Employee Referral |
| 11 | Digital Sales Assistant | 1-8; 10-31 | LinkedIn |
| 12 | I.T. Support Specialist | 1-7; 10-31 | Paramount Recruiter Contact |
| 13 | Executive Producer | 1-4; 6-7; 10-31 | Internal Transfer – Promotion |
| 14 | Executive Producer | 1-4; 6-7; 10-31 | LinkedIn |

II. MASTER RECRUITMENT SOURCE LIST UTILIZED DURING REPORTING PERIOD

| CODE | RECRUITMENT SOURCE | ADDRESS | REQUESTED NOTIFICATION (Y/N) | NUMBER OF INTERVIEWEES REFERRED |
|---|--|---|------------------------------|---------------------------------|
| 1 | Internal Staff/Promotions/Transfers | https://Murray.paramount.com/murray?page=careers | NA | 11 |
| 2 | Paramount Career Site | www.viacomcbs.com/careers | NA | 7 |
| 3 | Contacted by Paramount Talent Acquisition Team Recruiter | www.viacomcbs.com/careers | N | 6 |
| 4 | Paramount/ViacomCBS Employee Referrals | www.viacomcbs.com/careers | N | 6 |
| 5 | Pure Michigan Talent Connect | https://Jobs.mitalent.org | N | |
| 6 | CBS Detroit Jobs Page | https://detroit.cbslocal.com/jobs | N | |
| 7 | Michigan Association of Broadcasters | www.michmab.org | N | |
| 8 | TV Jobs | www://tvjobs.com | N | |
| 9 | Spots-n-Dots | www.spotsndots.com | N | |
| Postings Via Paramount Applicant Tracking Software | | | | |
| 10 | Adrian College | 110 S. Madison St., Adrian MI 49221 | N | |
| 11 | Albion College | 4900 Kellogg Center, Albion, MI 49224 | N | |
| 12 | Alpha Capital Management | 3011 W. Grand Blvd. Fisher Bldg. Ste. 1516 Detroit MI | N | |
| 13 | Central Michigan University | 340 Moore Hall, Mt. Pleasant, MI 48859 | Yes | |
| 14 | Detroit Urban League | 15770 James Couzens, Detroit, MI 48238 | N | |
| 15 | Eastern Michigan University | Bonnie.wethington@emich.edu | N | |
| 16 | Grand Valley State University | 1 Campus Drive, Allendale, MI 49401 | N | |
| 17 | Henry Ford Community College | 5101 Evergreen Road, Dearborn, MI 48128 | N | |
| 18 | Jewish Vocational Human Services | 29699 Southfield Rd., Southfield, MI 48076 | Yes | |
| 19 | LDS Employment | 37634 Enterprise Court, Farmington, MI 48331 | Yes | |
| 20 | Michigan Association of Broadcasters | 820 N Capitol Ave., Lansing, MI 48906 | N | |
| 21 | Michigan Rehab Services | Livonia Michigan Works Office | Yes | |
| 22 | Michigan Works | Troy Career Center, 550 Stephenson Hwy., Ste. 400, Troy, MI 48083 | Yes | |
| 23 | Michigan Works | Troy Career Center, 550 Stephenson Hwy., Ste. 400, Troy, MI 48083 | Yes | |

| | | | | |
|----|---------------------------------|--|-----|----|
| 24 | NAACP – Detroit Branch | 8220 Second Ave., Detroit, MI 48202 | N | |
| 25 | On My Own Michigan | 2145 Crooks Road, Ste. 103, Troy, MI 48084 | N | |
| 26 | Operation Able | 4750 Woodward, Ste. 201, Detroit, MI 48201 | Yes | |
| 27 | University of Detroit Mercy | Career Education Ctr. (Reno Hall Rm 143) 4001 W. McNichols Rd., Detroit, MI 48202 | N | |
| 28 | University of Michigan Dearborn | 4091 Evergreen, Dearborn, MI 48128 | N | |
| 29 | Wayne County Community College | 9551 Greenfield, Detroit, MI 48228 | N | |
| 30 | Wayne State University | 656 Reuther Mall, Detroit, MI 48202 | N | |
| 31 | Job Syndication Alliances | Direct Employers (DE) via Paramount ViacomCBS Applicant Tracking System (includes LinkedIn & Indeed) | N/A | 15 |

TOTAL INTERVIEWEES FOR THE 12 MONTH PERIOD

45

III. Supplemental Recruitment Measures.

(a) Job Fairs.

| Description of Recruitment Measure: | Date: | Personnel Involved: (Name and Position) |
|---|-----------|--|
| Participated in the University of Michigan Dearborn Fall Virtual Career Fair. I met and spoke with students and alumni about career and internship opportunities with our WWJ-TV / WKBD-TV stations. | 10/7/2021 | Julia Burt – Human Resources Manager |
| Participated in the Michigan Association of Broadcast Foundation Speed Networking Fair – Members of management spoke with young media professionals, and job seekers about careers in Broadcast Television, and answered questions about their own careers and experience. | 3/25/22 | Mike Stewart – Director of Creative Services Paul Pytlowany – News Director |
| Participated in the University of Michigan Dearborn Virtual Spring Career Fair Met with students and alumni about career and internship opportunities coming up for Summer, 2022 and spoke about our News launch in Fall, 2022 and full time opportunities. | 3/10/22 | Julia Burt |

(b) Internship

| Description of Recruitment Measure: | Date: | Personnel Involved: (Name and Position) |
|---|-------|--|
| Internship program was halted due to COVID-19 pandemic. Only essential workers were allowed to be at the station during the reporting period. Internships are resuming in Summer, 2022. | N/A | N/A |

(c) Participation in Events.

| Description of Recruitment Measure: | Date: | Personnel Involved: (Name and Position) |
|--|--------------|--|
| OConsortium Technology Tour, Southfield, MI WWJ-TV/WKBD-TV hosted the OConsortium Technology Tour, an exhibit of television technology that travels from city to city for the purpose of educating media professionals as well as others interested in broadcast media on new and recent technology in broadcast and communication. The event was attended by current and past broadcast professionals as well as by folks in non-broadcast related field of employment. | 11/15/2021 | Frank Maynard – Engineering Maintenance Supervisor |
| Eastern Michigan University, Ypsilanti, MI WWJ-TV/WKBD-TV First Forecast Meteorologist, Kylee Miller, was invited to lead an online lab over a 12-week period during the Winter, 2022 semester. 23 students enrolled in the class focused on the fundamentals of weather and forecasting. Kylee conducted labs and spoke about understanding weather maps, skew-t diagrams, weather instrumentation, heating and albedo, atmospheric moisture, forecasting, numerical weather prediction, severe weather forecasting and more. | Winter, 2022 | Kylee Miller – First Forecast Meteorologist |
| Michigan Community College Press Association Volunteer Judge – Photo Essay Category WWJ-TV/WKBD-TV Commercial Writer/Producer, Charlie Forbes participated as a Volunteer Judge for the MCCA, which represents student run newspapers from across the State of Michigan. This is an annual seminar and competition for students to enter their work in various categories. Charlie was able to provide constructive feedback, and judged entries from students attending Henry Ford Community College, Delta College, Monroe Community College, Northwestern Michigan College, Schoolcraft College, and Lansing Community College. | 5/5/2022 | Charlie Forbes – Commercial Writer/Producer |

(d) Training Personnel.

| Description of Recruitment Measure: | Personnel Involved: (Name and position) | Describe Training: |
|--|---|--|
| <p>1. Train Hiring Executives in the recruitment process for openings within their respective departments. (Ongoing)</p> | <p>Julia Burt – Human Resources Manager, Department Heads, and all Hiring Managers</p> | <p>Train management level personnel regarding methods for ensuring equal employment opportunity and preventing discrimination.</p> |
| <p>2. New Hire Orientation Meetings - Company EEO and Anti-Harassment Policy Dissemination and Review (Ongoing)</p> | <p>Julia Burt – Human Resources Manager</p> | <p>Present and review with all employees of WWJ-TV / WKBD-TV information related to our commitment to equal employment opportunity and preventing harassment in the workplace.</p> |
| <p>3. 2021 ViacomCBS Global Business Conduct Statement (BCS) The BCS summarizes the most important policies and rules that apply to ViacomCBS and its employees. This is a statement/training module of the Company's rules, ethics, and values.</p> | <p>Distributed to all current employees every other year and new hires upon start date.</p> | <p>Course which requires employees to affirm their individual commitment to the highest standards of business ethics and workplace behavior as set forth in the ViacomCBS Business Practices Statement. Must be completed by all Full-Time employees on a bi-annual basis and at the time of hire for new employees.</p> |
| <p>4. ViacomCBS Web-Based Training Modules distributed to all Full-Time and New Hire Employees: All full-time employees completed online training modules covering the Company's "important policies and rules that apply to all ViacomCBS employees, and the members of its Board of Directors, to help us maintain a lawful, honest, and ethical environment in our Company." Courses rotate throughout the years and include "Preventing Sexual Harassment in the Workplace", "Anti-Harassment/Discrimination Courses", etc.</p> | <p>All Full Time Staff Employees are required to complete online training modules within a specified timeframe. Upon course completion, employees can print a "Certificate of Completion". These courses are presented to employees on a bi-annual basis as a refresher, as well as to New Hires at the time of hire.</p> | <p>Training courses are provided for the purpose of reviewing the company's policies which include ensuring that our conduct is lawful and ethical and that our workplace is free of unlawful discrimination and harassment and conducive to the work we need to accomplish. Training also outlines steps employees should take if they believe unlawful practices occur in the workplace. These policies are available in the ViacomCBS Human Resources Policy Guide which is accessible to all employees on the ViacomCBS Total Rewards internal website portal.</p> |
| <p>5. LinkedIn Learning, Get Abstract, and Brainstorm (Ongoing)</p> | <p>Available to All Full-Time Employees</p> | <p>Training programs available to all Full Time Staff Employees designed to enable station personnel to acquire skills that could qualify them for higher level positions within ViacomCBS.</p> |
| <p>6. Mentoring+ Program (Ongoing – Six month intervals)</p> | <p>Available to Full Time Employees</p> | <p>Mentoring Program+ is designed for employees to build a lasting relationship as either a Mentor or Mentee, over a six-month period while working on a development goal of choice. This program provides new insight and fresh perspectives for both mentees and mentors equipping employees with skills and learning that prepare them for career advancement.</p> |
| <p>7. Goal Setting and Performance Feedback (Ongoing)</p> | <p>Available to Full Time Employees</p> | <p>Performance Development Program for Employees to drive meaningful and ongoing conversations about impact and growth. Employees establish goals that are clear, high-impact and aligned to priorities and receive feedback from Managers to proactively assist them in their career development.</p> |