

KAKE-TV, KUPK-TV, KLBY-TV
EEO PUBLIC FILE REPORT
February 1, 2019 to January 31, 2020

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Anchor/Reporter	1-11, 13-34, 36-43, 45-47, 50-61, 63-64	64
Multi-Media Producer	1-11, 13-34, 36-43, 45-47, 50-61, 63	27
Producer	1-11, 13-34, 36-43, 45-47, 50-61	60
IT Computer Technician	1-11, 13-34, 36-43, 45-47, 50-61	61
Multi-Media Journalist	1-11, 13-34, 36-43, 45-47, 50-61	60
General Manager	1-11, 13-48, 50-61, 63	48
Producer	1-11, 13-34, 36-43, 45-47, 50-61, 63	63
Promotion Producer	1-11, 13-34, 36-43, 45-47, 50-61	60
Photojournalist	1-11, 13-34, 36-43, 45-47, 50-61	60
Producer	1-11, 13-34, 36-43, 45-47, 50-61	61
Sales Assistant	1-11, 13-34, 36-43, 45-47, 50-61	60

Please see Section II for specific information concerning sources that are entitled to receive job notifications. Job outreach efforts conducted during the reporting period utilized all sources that were entitled to receive job notifications of the relevant type at the time of outreach.

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12 month period
1	Baker University Gary Handy 618 Eighth St. Baldwin City, KS 66006 785-594-6451	No	0
2	Barton County Community College Judy Jacobs 245 NE 30 th Road Great Bend, KS 67530 620-792-9349	No	0
3	Bethel College Marla Krell 300 East 27 th Street North Newton, KS 67117 316-284-5326	No	0
4	Breakthrough Club Katie Gibbons P O Box 47563 Wichita, KS 67201-7563 316-269-2402	Yes	0
5	Broadcast Center John Carroll 2360 Hampton Ave. St. Louis, MO, 94710 314-647-8181	No	0
6	Butler County Community College Aletra Chaney-Profit 901 S. Haverhill Road El Dorado, KS 67042 316-322-3294	No	0
7	Central Community College John Brooks P O Box 1024 Hastings, NE 68902-1024 402-461-2580	No	0
8	City of Wichita Susan K. Leiker City Hall, 455 N. Main, 2 nd Floor Wichita, KS 67202 316-268-4531	Yes	0
9	Cloud County Community College Brenda Hanson 2221 Campus Drive Concordia, KS 66901-1002 785-243-1435	No	0
10	Coffeyville Community College Kelli Bauer 400 W. 11 th Street Coffeyville, KS 67337 620-251-7700	No	0

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11	Colby Community College Patty Mead 1255 S. Range Colby, KS 67701 785-462-3984	No	0
12	Collective Talent Michael Bille 1721 Richardson Place Tampa FL 33606 www.collectivetalent.com	No (Must Pay for Ad)	0
13	Columbia College Dave Mason 600 S. Michigan Ave. Chicago, IL 60605 312-369-8612	No	0
14	Dept for Children & Families Lolitta Tucker P O Box 1620 Wichita, KS 67201-1620 316-337-6428	Yes	0
15	Dodge City Community College Alisha Ontiberos 3004 N. 14 th Street Dodge City, KS 67801 620-227-9244	No	0
16	Emerson College Tim MacArthur 120 Boylston St. Boston, MA 02116 617-824-8433	No	0
17	Emporia State University June Coleman-Hull 1200 Commercial Street Emporia Kansas 66801 620-341-5407	No	0
18	Fort Hays State University Daniel B. Rice 600 Park Street Hays, KS 67601-4099 785-628-4260	No	0
19	Fort Riley ACAP Center Sharone Washington 212 Custer Ave., Room 101 Fort Riley, KS 66442 785-239-2068	Yes	0
20	Friends University Shera Jones 2100 W. University Street Wichita, KS 67213 316-295-5822	No	0

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21	Garden City Community College Ryan Ruda 801 Campus Drive Garden City, KS 67846 620-276-9640	No	0
22	Hastings College Kimberly Graviette 710 N. Turner Avenue Hastings, NE 68901 402-461-7387	Yes	0
23	Hutchinson Community College Betty Ann Kelly 1300 North Plum Hutchinson, KS 67501 620-665-3495	No	0
24	Johnson County Community College 12345 College Blvd. Overland Park, KS 66210 913-469-8500	No	0
25	Kansas Association of Broadcasters Kent Cornish 1916 SW Sieben Court Topeka, KS 66611-1656 785-235-1307	Yes	0
26	Kansas City Kansas Comm. College 7250 State Avenue Kansas City, KS 66112 913-334-1100	No	0
27	Kansas State University Debbie Owens 100 Holtz Hall Manhattan, KS 66506 785-532-6506	No	1
28	Kansas University Patty Noland 1435 Jayhawk Blvd, Room 210 Lawrence, KS 66045 785-864-4755	No	0
29	Kansas Works Jill Zimmerman 203 N. 10th Salina, KS 67401 785-827-0385	Yes	0
30	KETCH Employment Services Lisa Webb 1006 E. Waterman Wichita, KS 67211 316-383-8845	Yes	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
31	McPherson College Kevin Mokhtarian 1600 E. Euclid St. McPherson, KS 67460 800-365-7402	No	0
32	Media Line Rich Everitt 1209 Wood Valley Rd. Augusta, GA 30909 706-364-7564	No	0
33	Missouri Western State University Dr. Vincent Bawhay 4525 Downs Dr. Saint Joseph, MO 64507 816-271-4200	No	0
34	National Asso of Hispanic Journalists Kevin Olivas 1000 National Press Bldg Washington, DC 20045 202-662-7168	No	0
35	Native American Journalist Association 395 W. Lindsey Street Norman, OK 73019 405-325-1649	No (Must Pay for Ad)	0
36	Newman University Melanie Head 3100 McCormick Ave. Wichita, KS 67213 316-942-4291	No	0
37	NLGJA Assoc. of LGBTQ Journalists Elliot Ayres 2120 L Street NW, Ste. 850 Washington, DC 20009 202-887-8209	Yes	0
38	Northwestern Oklahoma State University Jenny Redinger 709 Oklahoma Blvd Alva, OK 73717 580-327-8546	No	0
39	Ottawa University Joanna Walters 1001 S. Cedar , Campus Box 10 Ottawa, Ks 66067 785-248-2352	No	0
40	Pittsburg State University Dr. Troy Comeau 1701 S. Broadway Pittsburg, KS 66762 620-235-4808	No	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
41	Senior Services / Sr Employment Prog. Cherie Wenderott 200 S. Walnut Wichita, KS 67213 316-267-1771	Yes	0
42	SER Corporation Richard Lopez 1020 N. Main, Suite B Wichita, KS 67203 316-264-5372	Yes	0
43	Southwestern College Alex Munoz 100 College Street Winfield, KS 67156-2499 620-229-6267	No	0
44	Spots N Dots Gene McKay 1635 Old Highway 41, Ste. 112-338 Kennesaw, GA 30152 888-884-2630	No (Must Pay for Ad)	2
45	Sterling College Career Development 125 W. Cooper Sterling, KS 67579 800-346-1017	No	0
46	Tabor College Ruth Funk 400 S. Jefferson Hillsboro, KS 67063 620-947-3121	No	0
47	TVJobs Mark C. Holloway P O Box 4116 Oceanside, CA 92052 760-754-8177	Yes	0
48	TV NewsCheck Media Paul Greeley 24 W. Lancaster Ave., Ste. 205 Ardmore, PA 19003 484-412-8287	No (Must Pay for Ad)	4
49	The Broadcast Image Group Larry Rickel 200 E. Grayson St., Ste. 116 San Antonio, TX 78215 210-828-6664	No (Must Pay for Ad)	0
50	Truman State University Career Center 100 E. Normal St. Kirksville, MO 63501 660-785-4000	No	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
51	University of Central Oklahoma Career Development 100 N. University Dr. Edmond, OK 73034 405-974-3346	No	0
52	Washburn University Kent McAnally 1700 College Topeka, KS 66621 785-670-1450	No	0
53	Wichita Area Technical College Jennifer Stanyer 301 South Grove Wichita, KS 67211 316-677-1065	No	0
54	Wichita State University Megan Dugger 1845 N Fairmount, Campus Box 42 Wichita, KS 67260-0042 316-978-3435	Yes	0
55	Wichita Technical Institute Jeff Ranney 214 South Brunswick Wichita, KS 67209-2045 316-943-2241	No	0
56	Wichita Workforce Center Billy Nguyen 2021 N. Amidon, Ste. 1100 Wichita, KS 67203 316-771-6827	Yes	0
57	WSU Media Resource Center Greg Matthias 1845 N Fairmount, Campus Box 57 Wichita, KS 67260-0057 316-978-7760	No	0
58	YWCA Joann Hartig 1111 N. St. Francis Wichita, KS 67214 316-263-7501	Yes	0
59	Lockwood Broadcast Group Tiffany Humphrey 3914 Wistar Road Richmond, VA 23228 804-672-6565	No (Source sends postings to other Lockwood stations)	1
60	KAKE-TV Internal Job Posting Lori Johnson 1500 N. West Street Wichita, KS 67203 316-946-1350	No	12

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61	KAKE-TV Station Website Paul Meister www.kake.com 316-946-1392	No	7
62	Walk in Applicant	No	0
63	Employee Referral	No	5
64	Non-employee Referral	No	2
65	KAKE-TV on air advertisement	No	0

TOTAL INTERVIEWEES OVER 12-MONTH PERIOD: 34

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III. RECRUITMENT INITIATIVES

#	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Establish an internship program designed to assist members of the community in acquiring skills needed for broadcast employment.	<p>KAKE-TV hosted 7 college interns during the reporting period. Students typically spend approximately 15 hours a week for one semester working in the news, sports, weather, promotions, production, or engineering departments. The students earn academic credit from their school and use the experience to help them obtain a job in broadcasting when they graduate. Interns assigned to the news department were supervised by Assistant News Director, Dave Grant. We had one intern interested in weather who was supervised by Meteorologist, Jay Prater, and one intern who worked in our Promotions Dept. under the supervision of Creative Services Director, John Sweeney. The interns' duties included observing various day-to-day activities in the newsroom, in the field, on the assignment desk, in the weather center, and in the promotions area. Each intern is assigned to shadow a position they would like to pursue, which includes reporters, news producers, photographers, meteorologists, and promotion producers.</p> <p>This year's interns were represented by the following schools:</p> <p style="padding-left: 40px;">University of Kansas (1) Wichita State University (4) Elon University (1) Bethel College (1)</p>
2	Participate in events sponsored by community groups interested in broadcast employment issues.	<p>KAKE-TV gave 11 station tours of the KAKE studio to area schools and community groups. The participants included students and individuals who were shown the different departments and jobs that work together to make the television station run smoothly. After the tours the participants were given time to ask questions about areas of interest and job opportunities in the various broadcasting positions at the station. The station tours were led by Sales Promotion Manager, Penny Lamb, Chief Meteorologist, Jay Prater, and Anchor/Reporter, Krista Miller.</p> <p>The following groups were given tours of the station:</p> <p>1 - March 22, 2019 – Disability Group - 10 adults 2 - May 2, 2019 – Andover Meadowlark Elementary – 30 students - 1st grade students 3 - May 6, 2019 – Cunningham Elementary - 40 students – ranging in age from 8-12 year old students 4 - June 4, 2019 – Plymouth Preschool – 25 students – ranging in age from 5-12 year old students 5 - July 10, 2019 – Dignity Memorial Group – 16 adults 6 - July 17, 2019 – Tree House Learning – 25 students – ranging in age from 6-11 year old students 7 - August 1, 2019 – Girl Scouts Troup 41524 – 20 girl scout students in 4th – 7th grade</p>

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	<p>8 - November 13, 2019 – Phillipsburg High School – 10 students – 10th-12th grade students</p> <p>9 – December 13, 2019 – Maize Career Academy – 27 students – 10th-12th grade students</p> <p>10 – December 19, 2019 – Winning Out Loud – 5 disabled adults</p> <p>11 – January 30, 2020 – Girl Scouts of Kansas Heartland – 25 girl scout students</p> <p>KAKE-TV also participated in five school-related and community events for individuals interested in the broadcasting field:</p> <p>1 – February 22, 2019 – KAKE Anchor/Reporter, Greg Miller, and Multi-Media Journalist, Taylor Adams, visited Hyde Leadership & Int'l Exploration Magnet School. They gave a presentation to students about what they do at KAKE and answered questions from students about the careers available in television broadcasting.</p> <p>2 – March 27, 2019 - KAKE Multi-Media Journalist, Taylor Adams, attended Ender's Elementary Career Fair. KAKE had a booth to display information about KAKE and station personnel. Taylor explained what she does for the station and students could ask Taylor questions about her job and other areas of interest about the KAKE television station.</p> <p>3 – March 28, 2019 - KAKE Senior Reporter, Pilar Pedraza, attended the Cowley County emergency management table-top discussion exercise. Pilar represented KAKE and the broadcasting industry and informed the committee of the involvement of our station and personnel in keeping the community safe in emergency situations, as well as positions at KAKE who are key to providing the information.</p> <p>4 – April 24, 2019 - KAKE Senior Reporter, Pilar Pedraza, visited Smoky Valley Schools in Lindsborg, KS for their career fair. She talked with students about the broadcasting positions at a television station and explained roles she performs that go into the daily newscasts at KAKE.</p> <p>5 – August 23, 2019 - KAKE Anchor, Deb Farris, visited Remington Middle School in Whitewater, KS. She met with Journalism students who are starting a newspaper and gave them ideas on how to get stories they could use in their publication. Deb explained to the students how reporters, producers, photographers, editors, and managers all contribute to story ideas that are used in the television news business.</p>
3	<p>Sponsor events in the community designed to inform the public of employment opportunities in broadcasting.</p> <p>On June 6, 2019, KAKE-TV produced and sponsored the 11th annual Touch-A-Truck event that is held during the Wichita River Festival from 5:30-8:30 p.m. This year's event included over 80 community vehicles, including KAKE-TV's news reporting vehicles. The event was organized and led by Sales Promotion Manager, Penny Lamb, and Senior Promotions Manager, Jerone Hunter. Station reporters, photographers, and meteorologists were on-hand to answer questions about the</p>

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		vehicles and how they're used to do their job. Numerous employees from all departments of the KAKE staff volunteered their time to visit with the people in attendance and explained what they do for KAKE. A camera and television were set up for visitors to do mock interviews and watch themselves on a television monitor.
4	Participate in job fairs	<p>KAKE-TV personnel participated in two Job Fairs and school events during the reporting period:</p> <p>1 - February 28, 2019 - KAKE General Sales Manager, Jason Schlitz, participated in the 2019 Media & Communications Job Fair at Kansas State University. Tables were set up for students to visit with organizations regarding internships and careers in the media and broadcasting industry. One of the students who stopped by the KAKE booth applied for a position in our Promotions Dept. and was later hired as a Commercial Media Producer.</p> <p>2 - April 2, 2019 – KAKE Assistant News Director, Dave Grant, and Creative Services Director, John Sweeney, attended the Kansas Association of Broadcasters Student Seminar & Career Fair held at the University of Kansas and represented the News and Promotions Departments. The station personnel attending the job fair talked to students about their duties and responsibilities and informed students about internship and job opportunities available at KAKE. Dave volunteered his time to help students by critiquing tapes of the students who brought examples of their work to the fair.</p>
5	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting.	<p>KAKE-TV hosted two students from area high schools and organizations for a Job Shadow Day. The students were able to watch employees at KAKE as they performed their day-to-day duties.</p> <p>1. February 13, 2019 – A student from Eureka High School who is interested in a career in news broadcasting chose to do his job shadow day in the KAKE newsroom. He shadowed Photojournalist, Larry Buell, and Reporter, Lily Wu, as they put together a news story to be aired in the newscast later in the day.</p> <p>2. April 24, 2019 – KAKE Reporter, Lily Wu, hosted a student from Andale High School who visited KAKE as part of their Junior Career Exploration Class. The student shadowed Lily as she interviewed someone for a news story and edited the story in the newsroom before it went on the air.</p>
6	Training of management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	<p>KAKE Management participated in five training sessions aimed at preventing discrimination and ensuring equal opportunity in the workplace:</p> <p>1. October 24, 2019 – KAKE hired a local employment attorney to present a “Productive Work Environment” training session that was required to be attended by the entire staff. The training was led by Teresa Shulda, who works for the law</p>

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	<p>firm of Foulston Siefkin in Wichita. The training focused on how to prevent, identify, and report harassment in the workplace. The presentation discussed sexual harassment, harassment based on protected categories (race, age, disability, and religion), e-harassment, and retaliation. An additional session was provided for managers to explain the steps of action to take when complaints are received.</p> <p>2. October 31, 2019 – KAKE Managing Editor, Ashley Oliver, attended the “Assertive Leadership Techniques” training session at Wichita State University’s Center for Management Development. The program gave participants techniques to improve their assertiveness in leadership positions and how to have constructive confrontations in the workplace.</p> <p>3. December 3, 2019 - KAKE Business Manager, Lori Johnson, participated in the webinar presented by Pillsbury Law on overtime laws, “When Taking Care of Business Requires Working Overtime”. The webinar discussed the new FLSA requirements effective 1/1/20 relating to exempt employees and rules to determine if employees should be non-exempt and paid overtime or be classified as exempt from overtime. The webinar helps to ensure that employers are providing equal employment opportunities for their employees.</p> <p>4. December 6, 2019 – KAKE News Director, Anthony Maisel, and Chief Photojournalist, Nolan Roth, attended the “Improving Supervisory Skills” training session at Wichita State University’s Center for Management Development. The training provided participants with ways to be a more effective leader and how to better train and manage employees in a supervisory role in the workplace.</p> <p>5. December 11, 2029 – KAKE Assistant News Director, Dave Grant, attended the “Leading Teams to High Performance” training session at Wichita State University’s Center for Management Development. This session showed participants how to be effective leaders in the workplace by encouraging employees to do their best work, and how to critique and praise employees while earning their respect through leadership, mentoring, and guidance.</p>
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