



Nashville Public Television

(Facility ID #41398)

FCC - EEO Audit Information – Requested February 6, 2020

NPT Station Representative contact – Kevin Crane, President & CEO, kcrane@wnpt.org

Request item 3(a):

NPT's website may be found at www.wnpt.org.

NPT's two most recent EEO public file reports (see separate, attached PDF files) cover the following time periods:

April 2018 – March 2019 – One position was filled during this time period:

- Senior Director of Broadcast Content – posted 4/2/2018, filled 8/6/2018

April 2019 – March 2020 - Four positions were filled during this time period:

- Visual Designer – posted 12/14/2018, filled 5/1/2019
- Development/Marketing Associate – posted 6/4/2019, filled 8/19/2019
- Community Engagement Manager – posted 10/18/2019, filled 1/21/2020
- Video Editor – posted 10/15/2019, filled 2/1/2020

Request item 3(b):

Copies of all communications announcing the open positions have been provided in separate PDF documents submitted for each job opening that occurred during the audit period.

Request item 3(c):

Below is listed the number of interviewees for each position along with the respective recruitment sources:

Position Filled	# of Interviewees	Recruitment Sources
1. Senior Director of Broadcast Content	10	NPT Website (4) Indeed (1) Hire With Google (1) Livingston Associates (1) LinkedIn (2) Current Magazine (1)
2. Visual Designer	5	NPT Website (1) Center for Nonprofit Mgmt (2) Watkins Film School (1) NPT Staff (1)
3. Development/Marketing Associate	6	NPT Website (3) Center for Nonprofit Mgmt (2) NPT Staff (1)
4. Community Engagement Manager	5	NPT Website (2) NPT Staff (2) Nashville Chamber Comm (1)
5. Video Editor	3	NPT Website (1) NPT Staff (1) Unknown (1)

Request item 3(d):

Because NPT employs more than 10 full-time staff and operates in a market with a population greater than 250,000, the station is required to perform four initiatives (as described in FCC code 73.2080 (c)(2)) every two years. Below is a list of the recruitment activities performed during the two year audit period under review (*supporting documentation has been provided in separate PDF files for each year along with this memo*):

April 2018 - March 2019		
<u>Event</u>	<u>Date</u>	<u>Location</u>
2018 My Future. My Way. Career Exploration Fair	10/26/2018	Music City Center, Nashville, TN
Moves and Grooves Middle School Career Networking Event	9/27/2018	Apollo Middle School, Antioch, TN
Volunteer State Community College Speaking Engagement	11/13/2018	Vol State Community College, Nashville, TN
NPT Internship Program	Summer '18, Fall '18, Spring '19	NPT
Harpeth Hall - High School Internship	January 2019	NPT
April 2019 - March 2020		
<u>Event</u>	<u>Date</u>	<u>Location</u>
NATAS Nashville/Midsouth Chapter Student Awards	4/18/2019	Vanderbilt University, Nashville, TN
Tennessee State University 2020 Spring Career Fair	2/18/2020	TSU, Nashville, TN
MTSU, College of Media & Entertainment	4/11/2019	MTSU, Murfreesboro, TN
MTSU, News 1 Radio News Feature	9/18/2018	MTSU, Murfreesboro, TN
Harpeth Hall Middle School Career Day	2/12/2020	Harpeth Hall, Nashville, TN
NPT Internship Program	Summer 2019	NPT
NPT Walking Tour for Local Homeschooled Students	1/15/2020	NPT

Request item 3(e):

NPT does not currently have any pending or resolved complaints involving alleged unlawful discrimination in employment practices during the current license term.

Request item 3(f):

Charlie Degenhart, Accounting Manager who serves as the EEO officer: Manage and track hiring and recruitment initiatives following EEO policy and compiles the Annual EEO Public File Report. Reviews and plans WNPT's annual recruitment program.

Kathy McElroy, Sr. VP & CFO: Research and analysis of industry compensation to benchmark with Nashville Public Television. Review and keep policies and practices up to date.

Kevin Crane, President and CEO: Final approval of all hires and policy changes.

Request item 3(f) (continued):

EEO policies are included in the employee handbook, in posters displayed in common areas in our building and trainings are provided by the public television system. Policy and practice is reviewed with hiring managers again if a position is open. Company website indicates WNPT is an EEO employer and contains a link to our annual EEO report. EEO policy is stated on job application and each applicant receives an EEO applicant information form to complete.

Request item 3(g):

WNPT's EEO Officer, Charlie Degenhart, has responsibility over reviewing the effectiveness of WNPT's EEO recruitment program, in accordance with WNPT EEO policies. In this capacity, the EEO Officer analyzes and assesses WNPT's recruitment and outreach efforts as part of the preparation of the Annual EEO Public File Report. This review includes assessing the recruitment sources to ensure they include a wide range of sources that are intended to encompass the community and compiling an annual statistical report of all existing staff.

Request item 3(h):

As part of the public television system WNPT has the opportunity to share information and best practices through meetings and trainings organized by various public television organizations. This information and information provided by professional organizations and other nonprofit partners help provide the resources that WNPT's senior management uses to ensure compensation, promotions, benefits and employment practices are fair, competitive and provide equal opportunity avoiding any discriminatory effect. Review and analysis occurs annually as part of the budgeting process and as needed.

NPT does not have any union agreements currently in place.

Request item 3(i):

This request is not applicable to NPT.

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In accordance with Section 5 of the Commission's February 6, 2020, letter, I certify that the statements in this response are true correct, and complete to the best of my knowledge and belief and are made in good faith.

Sincerely,



Kevin Crane

President and CEO