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EEO Staff
Investigations and Hearings Division
Enforcement Bureau
Federal Communications Commission
45 L Street, NE
Washington, D.C. 20554

Attn: Ms. Elizabeth E. Goldin

**RE: Station Venture Operations, LP
KNSD, San Diego, CA (Facility ID No. 35277)
NBC Telemundo License, LLC
KUAN-LD, Poway, CA (Facility ID No. 35609)
Response to FCC EEO Random Audit Letter**

Dear Ms. Goldin:

Station Venture Operations, LP, licensee of Station KNSD, San Diego, California, and NBC Telemundo License LLC, licensee of Station KUAN-LD, Poway, California (the “Stations”), hereby respond to the above-referenced EEO audit letter (the “Audit Request”), which was issued to the Stations on March 21, 2022. The Stations, which are owned and operated affiliates of the NBC and Telemundo television networks, are the only stations comprising the employment unit (the “Unit”). The Audit Request directs the licensees to provide information pertaining to the Unit’s compliance with the Commission’s EEO rules during the time period covered by the Unit’s two most recent EEO annual public file reports. The Unit’s responses to the specific directives in the Audit Request are set forth below.¹

a) Copies of the Unit’s two most recent EEO Public File Reports, described in section 73.2080(c)(6). For each station in the Unit that maintains a website, provide the

¹ This response is timely submitted pursuant to an extension of time to and including June 20, 2022, granted by the Enforcement Bureau.

website address. If the Unit’s most recent EEO Public File Report is not posted on each website as required by section 73.2080(c)(6), identify that website and explain why the report is not so posted. If the Unit does not maintain a website, but its corporate site contains a link to a site pertaining to the Unit, identify the corporate website address where the Unit’s most recent EEO Public File Report is linked pursuant to section 73.2080(c)(6).

The Unit is required to file its EEO public file report annually on August 1. Enclosed are copies of the reports for 2020 and 2021. Collectively, these reports address employment activities of the Unit between August 1, 2019, and July 31, 2021 (the “Reporting Period”). See Exhibit 1 (August 1, 2019 – July 31, 2020); Exhibit 2 (August 1, 2020 – July 31, 2021).

NBCUniversal policy requires its owned and operated stations to comply with all Commission requirements, including the posting of required material on station websites and in online public inspection files. The Unit’s EEO public file reports are available in KNSD’s online public inspection file maintained on the Commission’s website. See <https://publicfiles.fcc.gov/tv-profile/KNSD/equal-employment-opportunity-records/additional-documents/eoo-public-file-reports/26ef13a8-b695-0e5c-2f69-0715e99df974>.² In lieu of posting EEO public file report on the station websites, both websites include a hyperlink that takes visitors directly to the EEO public file reports uploaded to KNSD’s online public inspection file. See <https://www.nbcsandiego.com/knsd-employment-information/> and <https://www.telemundo20.com/informacion-de-empleos/>.

- b) For each of the Unit’s full-time positions filled during the period covered by the EEO Public File Reports noted above, or since acquisition of the Station (if during that period), provide the date of hire as required by section 73.2080(c)(5)(vi) as well as dated copies of all advertisements, bulletins, letters, faxes, e-mails or other communications announcing the position, as described in section 73.2080(c)(5)(iii). However, to reduce the burden of responding to this audit, if you have sent a job notice to multiple sources, you may include in your response: (1) documentation showing one such notice was sent, (2) a list of the additional sources to which the notice was distributed, and (3) a statement confirming notices to all additional sources used to announce the vacancy were retained, as required by section 73.2080(c)(5)(iii). Include, however, copies of all job announcements sent to any organization (identified separately from other sources) that has notified the Unit that it wants to be notified of the Unit’s job openings, as described in section 73.2080(c)(1)(ii).**

The Unit, which is part of the NBCUniversal Local (“NBCU Local”) division of NBCUniversal, is committed to equal opportunity in employment, including broad outreach when full-time job vacancies occur. Pursuant to internal corporate policies, as informed by the

² As a Low Power Digital TV station, KUAN-LD does not have and is not required to maintain an online public inspection file.

Commission's rules, all NBCU Local employment units are required to list vacancies subject to the rules on the NBC-specific employment website <http://www.nbcunicareers.com> (the "Job Site"). The Job Site, which is available to any interested party without a password and which offers a convenient search feature, identifies full-time opportunities at NBCU Local and other NBCUniversal divisions. All NBC-owned station websites include a hyperlink to the Job Site.

The Unit had 48 vacancies for full-time positions during the Reporting Period. The dates of hire for each vacancy are documented in the enclosed copies of the EEO public file reports. See Exhibits 1 and 2. Notices for each vacancy were posted on the Job Site. Copies of those announcements are attached as Exhibit 3.

The Unit historically has maintained a list of recruiting organizations to which it would regularly send notices of all full-time job vacancies. During the 2019 –2020 reporting year, the Unit routinely sent notices to those organizations, including those that had requested to receive notice of full-time job vacancies. Documentation concerning these notices are attached as Exhibit 4. During the 2020-2021 reporting year, however, and due to the COVID-19 pandemic, the Unit experienced a number of personnel changes, including numerous layoffs and an early retirement, while simultaneously shifting to a remote work setting. The unanticipated change in station personnel while also shifting to a remote setting led to an oversight (and gap in station personnel training) during which notices were not sent to organizations. However, notices were still posted online and made widely available through the Job Site during this period. Once the oversight was discovered, the licensee took remedial steps by providing training to new station personnel and emphasizing the importance of notification to community organizations. The Unit resumed sending notices to its list of community organizations and that list of recruitment organizations is attached hereto as Exhibit 5. All organizations listed have requested to receive notice of full-time job vacancies.

- c) As required by section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all of the Unit's full-time vacancies filled during the period covered by the above-noted EEO Public File Reports.**

See Exhibits 1 and 2, which documents the total number of interviewees and the referral source for each interviewee for all full-time vacancies filled during the Reporting Period.

- d) Dated documentation of the Unit's recruitment initiatives described in section 73.2080(c)(2) during the period covered by the above-noted EEO Public File Reports, such as participation in job fairs, events with educational institutions, and mentoring or training programs for staff. Specify the Unit personnel involved in each recruitment initiative. In addition, provide the Unit's total number of full-time employees and state whether the population of the market in which any of the Unit's stations operates is 250,000 or more. Based upon these two factors and as required by sections 73.2080(c)(2) and (e)(3) of the Commission's rules, state whether the Unit is**

required to perform two or four points worth of initiative activities within a two-year period (measured from the date the stations in the Unit file their renewal applications and the second, fourth and sixth anniversaries of that date). If the Unit performed more than the required number of initiative activities, it may provide documentation for only the required amount in its response, i.e., two or four points worth. If any documentation that you provide appears inadequate, e.g., it is not dated or does not clearly prove the Unit's participation, the Commission may ask you for additional verification.

The Unit is committed to diversity and equal employment opportunity and recognizes that employing people with broad experiences enriches our organization and brings significant value to the workplace. To reach these goals, the Unit conducts broad and extensive recruitment outreach and works to attract qualified candidates from diverse backgrounds. During the Reporting Period the Unit, in a market with a population greater than 250,000, employed between 167 – 184 full-time employees. Accordingly, the Unit has undertaken at least four recruitment initiatives during the Reporting Period, as detailed below:

SKILLS: Pursuant to Section 73.2080(c)(2)(viii), NBCUniversal provides its employees with training that is designed to enable station personnel to acquire skills that could qualify them for higher level positions. The Talent Lab is NBCUniversal's suite of nomination-based learning and development experiences that are uniquely designed to develop and engage NBCUniversal employees. It consists of five "tracks" with several underlying programs and experiences designed to develop leadership capabilities, enhance business acumen and help shape and define culture within NBCUniversal. The LEAD program is a three-month experience focused on building better leadership skills and capabilities with an ultimate goal of building better management behaviors. In addition to LEAD, the INFLUENCE program is a three-month developmental experience designed to provide employees with the skills to effectively communicate, engage stakeholders, and build confidence. During the 2019-2020 reporting period, Sage Pierce, Manager of Human Resources and Daniel Kempf, Traffic and Pricing Manager for the Unit, were selected for and participated in the LEAD program. Sara Corbett, Senior Financial Analyst and Diana Diaz, Local Sales Director for the Unit, were selected for and participated in the INFLEUNCE program. During the 2020 – 2021 reporting period, Maria Jose Duran, an Executive Producer and Diana Diaz, Sales Manager for the Unit, both participated in the LEAD program. Documentation concerning the Unit's participation in these events is attached as Exhibit 6.

EEO Training: Pursuant to Section 73.2080(c)(2)(xiv), the Unit's parent company, NBCUniversal, provides its employees with trainings on methods to ensure equal employment opportunities and to prevent employee harassment and discrimination. *Respect in the Workplace* is a training course provided on an annual basis which outlines the company's policies regarding the prevention of harassment and discrimination in the workplace. All station employees, including management, are required to complete this course. In 2021, NBCUniversal added an additional mandatory training, *Diversity, Equity & Inclusion*, which

focused on NBCUniversal's commitment to diversity and inclusion and expectations of all employees. Documentation concerning offerings of these trainings is attached hereto as Exhibit 7.

Internship Program: Pursuant to Section 73.2080(c)(2)(v), the Unit hosts an internship program designed to assist members of the community to acquire skills needed for broadcast employment. The goal of the program is to connect with college students across the country and recruit talented and diverse candidates. The program provides opportunities for a positive learning experience where students can bridge the gap between classroom learning and the real world of the broadcast industry. During the Reporting Period, the Unit hosted a total of 24 students within the News, Sports, Sales, Digital, Creative Services and Community, Operations, and IT departments. Documentation concerning the Unit's internship program is attached hereto as Exhibit 8.

Scholarship Program: Pursuant to Section 73.2080(c)(2)(vii), the Unit hosts the Media Academy—a six-month learning experience offered to high school students. The program aims to provide participating students with hands-on employment experience and shape their interests in a future career in the media industry. The program consists of high school students participating in several two-hour learning sessions spanning a six-month period. Each session covers a different aspect of running a television broadcast station from logistics of the business to learning about camera work and news production. During the Reporting Period, the Unit hosted 20 students. Documentation concerning this program is attached hereto as Exhibit 9.

- e) Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that you must report all complaints, regardless of their status or disposition.**

During the preceding license term, the Unit was the subject of the following pending or resolved discrimination complaints:³

- Dorian Hargrove v. NBCUniversal (KNSD): Complaint of hostile work environment harassment on the basis of disability, disability discrimination, and retaliation filed with

³ For KNSD, the preceding license term covers the period since the grant of the last renewal application on December 31, 2018. See BRC DT-20140801AJN. For KUAN-LD, the preceding license term covers the period since acquisition of the station by the licensee on December 20, 2017. See BALDTL-20170918ABN.

the California Department of Fair Employment & Housing (DFEH) on June 6, 2021 (DFEH Matter No. 202106-13747402). Immediate Right to Sue notice requested and issued the same date/complaint closed with the DFEH. Status: No lawsuit has been filed; statute of limitations expires June 6, 2022.

- Gabriella Rodriguez v. NBCUniversal Media, LLC and Station Venture Operations, LP, licensee of KNSD-TV: Complaint of discrimination on the basis of race, sex/gender, disability, medical condition, pregnancy, childbirth, breast feeding and/or related medical conditions, family care or medical leave (CFRA), and retaliation filed with the California Department of Fair Employment & Housing (DFEH) on March 16, 2021 (amended on April 13, 2021) (DFEH Matter No. 202103-12910415). Status: Settled and DFEH complaint closed. No adverse findings or rulings and no admission of liability by defendant.
 - David Jones v. NBCUniversal Media, LLC (KNSD): Complaint of discrimination on the basis of religious creed and race, and retaliation filed with the California Department of Fair Employment & Housing (DFEH) on December 16, 2020 (DFEH Matter No. 202008-11047124; concurrent EEOC case no 37A-2021-00687-C). Status: Settled and DFEH complaint closed. No adverse findings or rulings and no admission of liability by defendant.
- f) In accordance with section 73.2080(b), from the first day of the Station's current license term (or the date the licensee acquired the Station, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.**

The Unit's Manager of Human Resources is responsible for ensuring proper communication and analysis of the Unit's EEO efforts. The Manager of Human Resources communicates the program and reviews progress with the department heads and general managers for the Unit. All job postings contain the Equal Opportunity Employer statement. All employees are required to take harassment and discrimination prevention training upon employment.

The Manager of Human Resources also oversees equal opportunity and Diversity and Inclusion initiatives for employees. To ensure effective implementation of Diversity and Inclusion initiatives, the Manager of Human Resources has the authority, resources, and support of and access to the Unit's senior operational executives.

The responsibility to assure that other managers are aware of all aspects of the implementation of Diversity and Inclusion initiatives is also assigned to the Manager of Human Resources. General managers recognize their responsibility and accountability for EEO performance results, compliance with the company's Fair Employment Practices Policy and the

requirements of Diversity and Inclusion initiatives. Responsibility for the implementation of the policies and practices relating to the compensation, recruitment, screening, upgrading, layoff and rehiring of employees is assigned to the Manager of Human Resources in coordination with the legal department.

The Manager of Human Resources is responsible for integrating the efforts of officers, other managers, and staff to achieve the following activities and processes:

1. Conduct or participate in in-depth analyses of the total employment process to determine whether and where impediments to equal employment opportunity exist.
2. Implement and audit a quarterly reporting system, including the annual internal review process, to evaluate the ongoing effectiveness of Diversity and Inclusion initiatives:
 - a. Monitor records of applicants, placements, transfers, promotions, and separations at all levels to ensure conformance with non-discrimination policy.
 - b. Facilitate a review of results by management.
 - c. Advise management of program effectiveness and submit recommendations for improvement, when warranted.
3. Ensure that operating units make every good faith effort to understand and to achieve Diversity and Inclusion goals and objectives.
4. Advise and encourage employees to participate in company-sponsored educational, training, recreational and social activities, or related programs.
5. Assure that counseling is made available to all employees. As appropriate, encourage employees to take part in company training activities and external educational programs. Encourage the use of the company's Tuition Reimbursement Program.
6. Work with the Human Resource representatives and hiring managers to assure that minorities and women are given equal opportunities for promotional consideration and career advancement.

The Manager of Human Resources also has the following specific responsibilities:

1. Help management solve EEO problems as they may occur.
2. Serve as liaison between the business unit and enforcement agencies.
3. Keep management continuously informed of latest developments in the equal employment area.
4. Ensure by means of continuing efforts that:
 - a. Satisfactory progress is being made toward Diversity, Equity and Inclusion goals and objectives.

- b. The technical requirements of federal EEO notices are complied with through the proper display of federal posters.
 - c. All other technical phases of compliance are adhered to.
5. Ensure management involvement with local minority organizations and community action groups as appropriate.

In addition, the Manager of Human Resources meets formally with Unit management to review human resource matters. These matters include problem areas like compensation, and hiring, promotion and separation practices.

- g) In accordance with section 73.2080(c)(3), from the first day of the Station's current license term (or the date the licensee acquired the Station, if after that date) until the date of this letter, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.**

As noted above, the Unit reviews its EEO practices quarterly. The Unit reviews the source data to ensure utilization of a variety of mechanisms to reach a significant number of diverse potential candidates. All candidates are given consideration regardless of the source. In addition, the Unit includes notifications of vacancies to community organizations, including, but not limited to, those who may submit completed Community Organization Request Forms.

- h) As required by section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee acquired the Station, if after that date) until the date of this letter, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.**

In-depth analyses of the total employment process are performed periodically to determine whether and where impediments to equal employment opportunity exist. These analyses include an evaluation of the following:

- a) The work force by organizational unit and job group is analyzed to determine whether there are any problems of minority or female utilization or of minority or female distribution. Organizational units where minorities and/or females are underrepresented or concentrated, if any, are reported, and goals are established for each job group in which the rates of minority and/or female employment are less than

would reasonably be expected. Appropriate action-oriented programs are identified and established to work toward goal attainment.

- b) Personnel activity, including applicant flow, hires, terminations, and promotions, is analyzed to determine whether there are gender, race, or ethnicity-based disparities and whether selection practices for hiring, promotions and terminations had a disparate impact on women or minorities.
- c) Selection, recruitment, referral, and other personnel procedures are reviewed to determine whether they result in disparities in the employment or advancement of minorities or women. The selection process is analyzed to ensure that there are no barriers to equal employment. The Human Resources staff is constantly on watch for possible non-supportive attitudes on the part of hiring managers. Examination of applicant flow data is conducted for each open position. Human Resources representatives monitor hiring, promotion, and other placement decisions to assure that the selections have been based on job-related criteria and also that no barriers to placement of minorities and females exist. Transfer and promotion practices are continuously monitored to identify any barriers to movement for minority and female employees.

i) Religious Broadcasting

These questions are not applicable to the Unit.

j) Items Not Requested

This question is not applicable.

k) Time Brokerage

These questions are not applicable to the Unit.

Please contact the undersigned if you have any questions regarding the foregoing or need additional information.

Respectfully submitted,

Station Venture Operations, LP
NBC Telemundo License LLC

By: /s/

Margaret L. Tobey
Assistant Secretary

DECLARATION OF MARGARET L. TOBEY

I hereby declare, under penalty of perjury, that, to the best of my knowledge, information and belief, the foregoing is accurate and complete. Executed June 6, 2022.

/s/

Margaret L. Tobey
Assistant Secretary
NBC Telemundo License LLC
Station Venture Operations, LP