

**EEO Public File Report****Employment Unit Covered:****Bonneville International Corporation – San Francisco Market  
KOIT (FM) / KBLX (FM) / KUFX (FM) / KMVQ (FM)****Reporting Period****July 25, 2021 – July 24, 2022****Full Time Vacancies Filled During Reporting Period and Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy**

<b>Job Title of FT Vacancy</b>	<b>Date Filled</b>	<b>Hire Source</b>	<b>Recruitment Source</b>
HR Business Partner (R3385)	8/23/2021	LinkedIn	See Recruitment Source List for Entries
Digital Ad Operations Specialist (R3603)	9/27/2021	Indeed	See Recruitment Source List for Entries
Full-Time Morning Show Co-Host 98.5 KFOX (R3702)	9/27/2021	Current Worker	See Recruitment Source List for Entries
Social Media Marketer/Producer (R3604)	11/15/2021	Employee Referral	See Recruitment Source List for Entries
Account Manager (R3792)	11/22/2021	Indeed	See Recruitment Source List for Entries
Sales Operations Coordinator (R3814)	11/22/2021	Employee Referral	See Recruitment Source List for Entries
Digital Ad Operations Specialist (R4054)	1/10/2022	Current Worker	See Recruitment Source List for Entries
Sales Marketing Associate (R4117)	1/10/2022	Indeed	See Recruitment Source List for Entries
On-Air Talent (R4106)	1/14/2022	Referred by Employee	See Recruitment Source List for Entries
Account Manager (R4119)	1/31/2022	Employee Referral	See Recruitment Source List for Entries
Sr. Digital Account Executive (R3795)	2/14/2022	Employee Referral	See Recruitment Source List for Entries
Sr. Digital Account Executive (R3795)	2/28/2022	Indeed	See Recruitment Source List for Entries
Sr. Business Development Account Executive (R3430)	3/15/2022	Employee Referral	See Recruitment Source List for Entries
Sr. Business Development Account Executive (R3430)	3/21/2022	Employee Referral	See Recruitment Source List for Entries
KBLX Morning Show Producer (R4289)	4/4/2022	Internal	See Recruitment Source List for Entries

**Total Number of Interviews for All Full-Time Vacancies Filled During Reporting Period Per Recruitment/Referral Sources:**

<b>Recruitment Source:</b>	<b>Number of Interviewees Referred</b>
Academy of Radio Broadcasting	1
All Access	5
Current Worker	7
Indeed	14

Job Fair	1
Market Referral	1
Referred by Employee	7
San Francisco State University	2
LinkedIn	30
<b>Total:</b>	<b>68</b>

### Performance Initiatives Undertaken

During the reporting period, the Employment Unit sponsored two (2) in-person job/career fairs for the Annual Diversity Employment Day Career Fair by City Career Fair. The HR Business Partner and Promotions Coordinator attended the event on April 5<sup>th</sup> and April 6<sup>th</sup> of 2022. PSAs were run on KBLX, KMVQ, and KOIT between 3/16/2022 – 4/3/2022 for City Career Fair job/career fair in San Francisco and Oakland. The Employment Unit attended two (2) virtual job fairs with Lee Hecht Harrison’s Career Outplacement Services Fair on September 23<sup>rd</sup>, 2021, and May 26<sup>th</sup>, 2022, where all positions were showcased.

The Employment Unit invested in a LinkedIn recruiter account in October 2021. The hiring managers utilize this as a talent search tool to broaden the network of qualified candidates and to further expand and promote available job postings.

Members of the Employment Unit participated in a speaking engagement at local school. On Friday, April 29<sup>th</sup>, 2022, our KOIT Producer and On-Air Talent served as guest speakers for the Broadcast and Electronic Communication Arts program at San Francisco State University. They shared their journey into radio while informing the students of relevant information pertaining to the radio broadcasting industry.

To promote understanding of, and compliance with, our policy of equal opportunity employment, all employees were invited and encouraged to participate in a company-wide diversity and inclusion initiative via Franklin Covey’s Unconscious Bias. The program began in February 2022, which provided employees with an All-Access Pass to the Franklin Covey learning platform where they received three (3) online self-paced interactive modules designed to address hidden biases and ways to reduce judgement against others. In addition, the All-Access pass is a virtual learning platform that provides employees with an array of tools, resources, and training modules to help expand their skills.

The Employment Unit provided two (2) leadership training workshops in 2022. The virtual workshops were designed to empower managers to learn and develop essential managerial skills to be successful in their role. On March 10<sup>th</sup>, 2022, the training provided an overview of employment law such harassment, discrimination, retaliation, leave of absence, and performance management. The second training on March 17<sup>th</sup> 2022, was designed to help managers with timekeeping, reporting, and accessing employee information.

In addition, the Employment Unit, has created an employee resource group which was established to endorse learning about and promoting inclusion and diversity at Bonneville. In November 2021, HR Business Partner began a Diversity and Inclusion focus group with the local Promotions Director, centered on organizing initiatives and driving engagement to improve the workplace culture.

The Employment Unit participates in a company-wide mentorship program. This mentoring initiative pairs employees with a mentor to give employees (mentors and mentees) an opportunity to develop professional relationships, skills and attributes that will help them progress in their career development. This program is a six (6) month commitment and employees from all departments are encouraged to participate, with six (6) members from our employment unit enrolled in the program. Programs for this reporting period took place from February 2022 – August 2022.

The Employment Unit conducted a Sexual Harassment Training to meet California law requirements in October 2021. The training was held virtually focused on preventing sexual harassment and abusive conduct in the workplace. One (1)

hour of training was provided to nonsupervisory employees and a two (2) hour training was provided to supervisory employees. The training also included practical examples based on gender identity, gender expression, and sexual orientation.

**Recruitment Source List:**

**The following sources receive notification of Employment Unit job openings. The sources marked with an asterisk (\*) have requested and received notification of full-time job openings.**

Start Date	Recruitment Source
07/25/2019	Academy of Radio Broadcasting - Email, doreen@arbradio.com
07/25/2019	All Access – Website, <a href="http://www.allaccess.com">www.allaccess.com</a>
07/25/2019	American Broadcasting School – Email, staci@radioschool.com
07/25/2019	Arriba Juntos – Email, ggarcia@arribajuntos.org
07/25/2019	Asian American Journalist Association – Email, national@aaja.org
07/25/2019	Asian Business League – Email, info@ablsf.org
07/25/2019	Asian Immigrant Woman Advocates – Email, info@aiwa.org
07/25/2019	Asian Women’s Resources – Email, awrcgloria@pacbell.net
07/25/2019	Bay Area Advertising Relief Committee – Email, baarc@mindspring.com
07/25/2019	Cal State East Bay – Email, danuta.sawka@scueastbay.edu
07/25/2019	California Chicano News Media Association – Email, cbaberry@aol.com
07/25/2019	California Department of Rehabilitation – Email, twoo@dor.ca.gov
07/25/2019	California State University, Chico – Email, kaadams@csuchico.edu
07/25/2019	Chabot College * – Email, cglen@chabotcollege.edu, <a href="mailto:bramirez@chabotcollege.edu">bramirez@chabotcollege.edu</a>
07/25/2019	Chinese for Affirmative Action – Email, joblist@caasf.org
07/25/2019	City College of San Francisco – Email, smcfarla@ccsf.edu
07/25/2019	City College of San Francisco, Business Department – Email, srosenbe@ccsf.edu
07/25/2019	College of San Mateo – Email, csmcareerservices@smccd.edu
07/25/2019	Diablo Valley College – Email, cfranco@dvc.edu
07/25/2019	Eastbay Works Career Center – Email, rcox@ehsd.cccounty.us

07/25/2019	Elon University – Email, llimerick@elon.edu
07/25/2019	Emma L Bowen Foundation for Minority – Email, Sandra.rice@nbcuni.com
07/25/2019	Employment Development Department Career Center – Email, bmartinex@acgov.org
07/25/2019	Employment Development Department – Email, sfjobs@edd.ca.gov
07/25/2019	Glide Memorial United Methodist Church – Email, jcooper@glide.or
07/25/2019	Greater San Francisco Ad Club – Email, gsfacexec@att.net
07/25/2019	Hispanic Chamber of Commerce of Silicon Valley – Email, connie@sbdchc.org
07/25/2019	Independent Living Resource Center – Email, bridgett@ilrcsf.org
07/25/2019	Japanese Community Youth Council – Email, dyu@jcyc.org
07/25/2019	Japanese Cultural & Community Center – Email, mfletcher@jcccnc.or
07/25/2019	Jewish Vocational Service – Email, info@jvs.org
07/25/2019	LDS Employment – Concord – Email, wel-ec-concord@ldschurch.org
07/25/2019	LDS Employment – Fremont – Email, wel-ec-fremont@ldschurch.org
07/25/2019	LDS Employment – San Jose – Email, wel-ec-sanjose@ldschurch.org
07/25/2019	Lose Medanos College – Email, rturner@losmedanos.edu
07/25/2019	Media Alliance – Email, jobfile@media-alliance.org
07/25/2019	Merritt College – Email, grantjean87@gmail.com
07/25/2019	Mission Hiring Hall – Email, kyung@missionhiringhall.org
07/25/2019	Mission Language & Vocational School – Email, vocschool@aol.com
07/25/2019	Oakland Career Center Eastbay Works – Email, gbell@oaklandpic.org
07/25/2019	Potrero Hill Neighborhood House – Email, edwardhatter1@gmail.co
07/25/2019	San Francisco Chamber of Commerce – Email, jjackson@sfcchamber.com
07/25/2019	San Francisco Department on the Status of Women -Email, dosw@sfgov.org
07/25/2019	San Francisco Hispanic Chamber of Commerce – Email, info@hccsf.com
07/25/2019	San Francisco Housing Authority – Email, aaronh@sfha.edu
07/25/2019	San Francisco State University – Email, jour@sfsu.edu

07/25/2019	Santa Clara University – Email, mjaich@scu.edu
07/25/2019	Sonoma State University – Email, campbell@sonoma.edu
07/25/2019	Spanish Speaking Citizen’s Foundation – Email, mgaxiola@sscf.org
07/25/2019	University of California – Email, demir@berkeley.edu
07/25/2019	Veteran Employment Specialist – Email, karld@goodwillsv.or
07/25/2019	Visitation Valley Community Center – Email, Christina.lopez01@gmail.co
07/25/2019	West Bay Filipino Multi-Service Center – Email, westbaycenter@sbcglobal.net
07/25/2019	Women’s Building – Email, resource@kelownachildcare.com
07/25/2019	Women’s Economic Agenda Project – Email, weap@weap.org
07/25/2019	Women’s Foundation of California – Email, info@womensfoundca.org
07/25/2019	Young Community Developer’s – Email, dbrookter@ycdjobs.org
07/25/2019	Youth Radio – Email, youthradio@youthradio.org