

**WHTM-TV**  
**EEO PUBLIC FILE REPORT**  
**April 1, 2015 - March 28, 2016**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRS�") for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
All-Platform Journalist	1-2, 4-7, 9, 13, 16-18, 20-23, 25-30	7
Executive Producer	1-2, 4-6, 9-11, 13, 15-18, 20-31	24
Producer (Part-Time)	1-2, 4-7, 9, 13, 16-18, 20-23, 25-30	7
Reporter	1-2, 4-6, 9, 13, 16-18, 20-30	28
All-Platform Journalist (Sports)	1-2, 4-6, 9, 13, 16-18, 20-30	28
Managing Editor	1-2, 4-6, 9, 13, 16-18, 20-23, 25-30	29
Photojournalist/Editor	1-2, 4-6, 9, 11, 13, 16-18, 20-23, 25-30	11
Photojournalist/Editor	1-2, 4-6, 9, 11, 13, 16-18, 20-23, 25-30	11
Director/Production Assistant	1-2, 4-6, 9, 11, 13, 15-30	11
Digital Assignment Editor	1-2, 4-7, 9, 11, 13, 15-18, 20-23, 25-30	7
Digital Executive Producer	1-2, 4-6, 9, 11, 13, 15-18, 20-23, 25-30	11
Reporter (Part-Time)	1-2, 4-6, 9, 13, 15-18, 20-23, 25-30	29
Production Assistant (Part-Time)	1-2, 4-7, 9-10, 13, 15-18, 20-23, 25-30	29
Production Assistant (Part-Time)	1-2, 4-7, 9-10, 13, 15-18, 20-23, 25-30	7
Reporter	1-2, 4-6, 9, 13-18, 20-23, 25-30	29
Producer	1-2, 4-6, 9-10, 13-18, 20-23, 25-30	14
Promotion Digital Producer	1-6, 8-9, 13, 15-18, 20-30	3
Director/Production Assistant	1-2, 4-6, 9, 11, 13, 15-18, 20-30	11
Anchor/Reporter	1-2, 4-6, 9, 11, 13, 15-18, 20-30	29
All Platform Journalist (Sports)	1-2, 4-7, 9, 13, 15-17, 20-23, 25-31	15
Production Assistant	1-2, 4-6, 9, 11, 13, 15-18, 20-23, 25-31	11
Digital Sales Manager	1-2, 4-7, 9, 11, 13, 15-18, 20-23, 25-31	11
Production Technician (Part-Time)	1-2, 4-7, 9, 11, 13, 15-18, 20-23, 25-31	11
Administrative Coordinator (Part-time)	1-2, 4-6, 9, 13, 15-18, 20-31	24
Interactive Media Sales Executive	1-2, 4-7, 9, 12-13, 15-18, 20-23, 25-31	7
Account Executive	1-2, 4-7, 9, 13-18, 20-23, 25-31	14
Sales Assistant	1-2, 4-7, 9, 13, 15-18, 20-31	7
Digital Sales Executive	1-2, 4-7, 9, 12-13, 15-18, 20-23, 25-31	7

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**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1	AARP Senior Community Service Employment Program Bldg 3-100, 2101 North Front Street Harrisburg, Pennsylvania 17110 Phone : 717-234-5961 Url : <a href="http://www.aarpworksearch.org">http://www.aarpworksearch.org</a> Email : <a href="mailto:swilluski@aarp.org">swilluski@aarp.org</a> Shawn Willuski	Y	0
2	Bowie State University J.Alexander Wiseman Centre, Rm. 126 14000 Jericho Park Rd. Bowie, Maryland 20715 Phone : 301-860-3825 Url : <a href="http://www.bowiestate.edu">http://www.bowiestate.edu</a> Job Listings Manual Posting	N	0
3	Broadcasting & Cable - Not directly contacted by SEU	N	1
4	Cheyney University 324 Burleigh Hall, 1837 University Circle P. O. Box 200 Cheyney, Pennsylvania 19319 Phone : 610-399-2033 Url : <a href="http://www.cheyney.edu">http://www.cheyney.edu</a> Job Listings Manual Posting	N	0
5	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : <a href="http://www.collectivetalent.com">http://www.collectivetalent.com</a> Email : <a href="mailto:bille@michaelsmedia.com">bille@michaelsmedia.com</a> Michael Bille	Y	0
6	Delaware State University Martin Luther King, Jr. Student Center, Suite 333 1200 N. DuPont Highway Dover, Delaware 19901 Phone : 302-857-6120 Url : <a href="http://www.desu.edu">http://www.desu.edu</a> Job Listings Manual Posting	N	0
7	Employee Referral	N	16

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8	Former Employee	N	1
9	Howard University C.B. Powell Building, Room 206 525 Bryant Street, NW Washington, District of Columbia 20059 Phone : 202-806-7513 Url : <a href="http://www.howard.edu">http://www.howard.edu</a> Job Listings Manual Posting	N	0
10	Indeed.com - Not Directly Contacted by SEU	N	3
11	Internal Candidate	N	15
12	Job Fair	N	2
13	K.I. Recruiting 2500 N. 3rd Street Harrisburg, Pennsylvania 17110 Phone : 717-215-2892 Url : <a href="http://www.welcometoharrisburg.com">http://www.welcometoharrisburg.com</a> Email : <a href="mailto:welcometoharrisburg@gmail.com">welcometoharrisburg@gmail.com</a> Rebecca Doctrow	Y	0
14	Linked In	N	4
15	Media General Operations 333 E. Franklin Street Richmond, Virginia 23219 Phone : 717-236-2727 Url : <a href="http://www.mediageneral.com/careers">www.mediageneral.com/careers</a> Patti Jarvis Manual Posting	N	8
16	MediaLine P.O. Box 51909 Pacific Grove, California 93950 Phone : 800-237-8073 Url : <a href="http://www.medialine.com">http://www.medialine.com</a> Email : <a href="mailto:medialine@medialine.com">medialine@medialine.com</a> Mark Shilstone	N	0

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17	National Association of Hispanic Journalist, Region 3 503 Martindale St. Suite 300 Pittsburgh, Pennsylvania 15212 Phone : 850-459-5064 Url : <a href="http://www.nahj12.com">http://www.nahj12.com</a> Email : <a href="mailto:chrisram46@yahoo.com">chrisram46@yahoo.com</a> Chris Ramirez	N	0
18	National Press Photographers Association 3200 Croasdaile Dr. Suite 306 Durham, North Carolina 27705 Phone : 919-383-7246 Url : <a href="http://www.nppa.org">http://www.nppa.org</a> Email : <a href="mailto:tkenniff@nppa.org">tkenniff@nppa.org</a> Thomas Kenniff	N	0
19	Non-Employee Referral	N	1
20	PA State University College of Communnications Office of Internships & Career Placement 208_D Carnegie Building University Park, Pennsylvania 16802 Phone : 814-863-4674 Url : <a href="http://www.psu.edu">http://www.psu.edu</a> Email : <a href="mailto:rpm163@psu.edu">rpm163@psu.edu</a> Bob Martin	Y	0
21	Pennsylvania Association of Broadcasters 8501 Paxton Street Hummelstown, Pennsylvania 17036 Phone : 717-482-4820 Url : <a href="http://www.pab.org">http://www.pab.org</a> Gail Ponti Manual Posting	N	0
22	Pennsylvania Career Link 100 N. Cameron St. Harrisburg, Pennsylvania 17101 Phone : 717-783-3270 Url : <a href="http://www.cwds.state.pa.us">http://www.cwds.state.pa.us</a> Job Listings Manual Posting	N	0

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23	Robert Morris University The PPG Industries Career and Leadership Development Center 6001 University Boulevard Moon Township, Pennsylvania 15108 Phone : 412-397-3200 Url : <a href="http://www.rmu.edu">http://www.rmu.edu</a> Email : <a href="mailto:careers@rmu.edu">careers@rmu.edu</a> Marla Burgess	Y	0
24	Self Referral	N	11
25	Slippery Rock University 124 Bailey Library 1 Morrow Way Slippery Rock, Pennsylvania 16057 Phone : 724-738-2028 Url : <a href="http://www.sru.edu">http://www.sru.edu</a> Job Listings Manual Posting	Y	0
26	Susquehanna University 514 University Avenue Selinsgrove, Pennsylvania 17870 Phone : 570-372-4300 Url : <a href="http://www.susqu.edu">http://www.susqu.edu</a> Email : <a href="mailto:nevil@susqu.edu">nevil@susqu.edu</a> Codie Nevil Sauers	N	0
27	Totton-Peters Communications, Inc. 4611 Clarendon Street Harrisburg, Pennsylvania 17109 Phone : 717-540-1820 Email : <a href="mailto:tpcincorg@hotmail.com">tpcincorg@hotmail.com</a> Joan Peters	Y	0
28	TVJOBS.com P.O. Box 4116 Oceanside, California 92052 Phone : 800-374-0119 Url : <a href="http://www.tvjobs.com">http://www.tvjobs.com</a> Email : <a href="mailto:jobs@tvjobs.com">jobs@tvjobs.com</a> Mark Holloway	N	19

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29	WHTM-TV 3235 Hoffman St. Harrisburg, Pennsylvania 17110 Phone : 717-236-2727 Url : <a href="http://www.abc27.com">http://www.abc27.com</a> Patricia Jarvis Manual Posting	N	20
30	York College of Pennsylvania Campbell Hall, Room 200 441 Country Club Road York, Pennsylvania 17403 Phone : 717-846-7788 Url : <a href="http://www.ycp.edu">http://www.ycp.edu</a> Job Listings Manual Posting	N	0
31	York PA Productions, LLC 758 West King St. 2nd Floor - Side York, Pennsylvania 17401-3627 Phone : 800-339-0770 Email : <a href="mailto:christopher.simonton@yahoo.com">christopher.simonton@yahoo.com</a> Christopher Simonton	Y	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>101</b>

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**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	4/1/2015	Participation in job banks, internet programs and other programs designed to promote outreach	WHTM utilizes a number of web-based job banks which are advertised through various organizations and companies whose membership are believed to include substantial participation of women and minorities. These include Media Line, NPPA, NAHJ Region 3, Pennsylvania Broadcasters Association, TVJobs.com, Collective Talent, K.I. Recruiting and the Pennsylvania Career Link.	1	
2	4/1/2015	Participation in other activities designed by the station employment unit	Nine informational station tours were conducted for students from Middle and High School groups and community groups including Boy Scout and Girl Scout Troops. The focus of the tours was on the educational requirements for working in television, the variety of jobs available at a TV station as well as an explanation of the news gathering process.	1	Director, Promotions and Community Affairs
3	4/1/2015	Participation in events or programs sponsored by educational institutions	Station Meteorologists traveled to twenty elementary, middle and charter schools with WHTM's mobile weather vehicle and connected with more than two thousand seven hundred students. The Storm Tracker also attended several community events and reached thousands of individuals in the general public. Students got a behind the scenes look at what a Meteorologist does on the job through a virtual tour of the Station's weather department and hands-on experience reading weather instruments. Staff shared the curriculum necessary to become a Meteorologist and their day-to-day responsibilities.	2	Meteorologist Meteorologist
4	4/1/2015	Participation in other activities designed by the station employment unit	Throughout this reporting period, WHTM-TV/abc27 aired a 30-second spot on our Station that promoted our employment opportunities and general outreach efforts. The spot is aimed at enhancing our recruiting efforts to reach organizations, particularly those that service women and minorities, who can refer candidates for job opportunities at WHTM-TV/abc27.	1	Business Administrator

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5	4/1/2015	Participation in other activities designed by the station employment unit	Several WHTM staff participated in a variety of events designed to promote the importance of education and encourage young students to excel in school. A few examples of these community outreach activities include: On October 24, 2015, Valerie Pritchett, Anchor/Reporter, participated in the Super Reader program at Harrisburg Area Community College; Val also participated in a Read Across America event on March 3, 2016 at Highland Elementary School; James Crummel, Reporter/Anchor, participated in two 500 Men Reading events, one at Scott School and another one at East Shore library; and George Richards, Assignment Editor, participated in a fund raiser to provide funding for the Mechanicsburg High School Scholarship Fund.	3	Anchor/Reporter Reporter/Anchor Assignment Editor
6	4/1/2015	Participation in other activities designed by the station employment unit	WHTM hosted ten high school and college age students during this report period who were interested in learning more about various careers in the broadcasting field. These students shadowed employees in News, Production, Weather and Sports.	8	
7	4/1/2015	Establishment of an intern program designed to assist members of the community	Nineteen students from eleven institutions of higher education participated in our News, Sports and Production Intern Program. The students honed their interviewing skills, prepared packages, learned how to operate equipment, and how to produce a newscast. While their work could not be used on-air, the interns applied the skills they learned through their internship in a student-led, mock broadcast that was taped to provide them a resume reel to seek future employment.	14	



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8	4/29/2015	Participation in events or programs sponsored by educational institutions	Valerie Pritchett, WHTM-TV/abc27 Anchor/Reporter was a speaker at the Gettysburg Area High School Career Day. The representative spoke about the academics and practical experience necessary to work in broadcasting. She also reviewed the various media careers available.	1	Anchor/Reporter
9	5/22/2015	Participation in events or programs sponsored by educational institutions	Valerie Pritchett, Anchor/Reporter for WHTM-TV/abc27, spoke over 50 students at a Career Day at Middletown Elementary School. She spoke about various careers in the broadcast industry and the educational background necessary to for these roles.	1	Anchor/Reporter
10	5/22/2015	Participation in events or programs sponsored by educational institutions	WHTM Meteorologist Daniel Tomaso presented 6 separate talks to approximately 150 students at East Pennsboro Middle School during the 6th Grade Career Day. The representative focused on the skills and education necessary to be a meteorologist. He also covered what students could be doing now to prepare themselves for the advanced education that would be required to be a meteorologist working in Broadcast.	1	Meteorologist
11	8/27/2015	Listing of each upper-level category opening in a job bank or newsletter	During this reporting period, WHTM recruited for two senior level management positions: Digital Sales Manager and General Manager. WHTM utilized a number of web-based job banks which are advertised through various organizations and companies whose membership are believed to include substantial participation of women and minorities.	1	

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12	9/2/2015	Provision of training to management	Station personnel at WHTM-TV/abc27 participated in a webinar training provided by Media Genera, Inc. Associate General Counsel Henry Gola that provided an overview and explanation of the FCC's Equal Employment Opportunity rules and policies. The training included methods of ensuring equal employment opportunity and preventing discrimination.	1	HR/Business Administrator
13	10/20/2015	Participation in events or programs sponsored by educational institutions	Eric Heisler, Senior Photojournalist for WHTM-TV/abc27 spoke to the Communications class at Shippensburg University. Topics discussed included shooting video in the field, communicating with audiences and providing social media updates on stories. Mr. Heisler brought his field equipment with him to the presentation and demonstrated its use to the class.	1	Senior Photojournalist
14	10/26/2015	Participation in Job Fairs	WHTM-TV/abc27 joined representatives from area employers and graduate schools at the job fair held at Messiah College on October 26, 2015. WHTM-TV/abc27 was represented by Sports Director Gregg Mace and HR/Business Administrator Patti Jarvis both of whom are managers who have substantial responsibility for hiring decisions. Messiah College offers several majors leading to a career in broadcasting including Broadcasting with concentrations in Broadcast Production and Media Studies; Communications with concentrations in Communications Studies and Film & Digital Media; a new Digital Media degree with a Digital Video and Story concentration; and Journalism. The WHTM-TV/abc27 managers in attendance were able to interact with interested students and promote internship and career opportunities at the Station.	2	Sports Director HR/Business Administrator

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15	10/28/2015	Participation in events sponsored by community groups	WHTM Anchor/Reporter Valerie Pritchett participate in the Junior Leadership Program sponsored by the West Shore Chamber Foundation on October 28, 2015. The session on that day focused on Communications. Twenty-nine high school Juniors from eight different school throughout Cumberland County attended. Val shared information on the education that prepared her for her position, the path that lead to her current job and her perspective on careers in Communications.	1	Anchor/Reporter
16	11/1/2015	Participation in events or programs sponsored by educational institutions	Kendra Nichols, Reporter for WHTM-TV/abc27, spoke with students pursuing a degree in the Communications Journalism class at Shippensburg University about careers in Broadcasting and the necessary educational background they should work towards to prepare themselves for a career in Broadcasting.	1	Reporter
17	11/4/2015	Participation in other activities designed by the station employment unit	WHTM Meteorologists conducted two presentations in the community on weather forecasting for broadcast television. These Weather Forums were held at West York Middle School on November 4, 2015 and at Hershey Middle School on November 11, 2015. Staff presented information on various weather-related topics of interest to the community. Attendees gained a good understanding of a meteorologist career at a broadcast television station.	4	Meteorologist Meteorologist Meteorologist Meterologist
18	11/13/2015	Participation in Job Fairs	WHTM-TV/abc27 was the Media Sponsor for the Veterans' Expo and Job Fair, held on November 13, 2015. In addition to providing wide publicity for the event, station personnel met with prospective employment candidates interested in positions in the broadcast industry. Information about opportunities at the Station was also shared with a number of agencies who can refer candidates to WHTM.	4	Director, Promotions and Community Affairs Digital Sales Manager HR/Business Administrator Anchor/Reporter

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19	1/12/2016	Participation in events or programs sponsored by educational institutions	Sports Director Gregg Mace spoke to students in a Communications class at Messiah College addressing broadcasting and careers in journalism. He provided advice on how to prepare a resume reel for employment, how to network and other job-seeking tips. He also reviewed what he does on a daily basis to prepare a sportscast.	1	Sports Director
20	2/5/2016	Participation in events or programs sponsored by educational institutions	Andrew Forgotch, Reporter for WHTM-TV/abc27, spoke to students at Harding Elementary School during their Career Day program. Mr. Forgotch explained what his job entails and demonstrated some of his equipment.	1	Reporter
21	3/16/2016	Participation in Job Fairs	WHTM-TV/abc27 again participated in the Career Expo Job & Internship Fair at York College of Pennsylvania. The event provides a forum for York College students and alumni to meet employers looking to fill full-time, part-time and internship opportunities. In addition, the Career Expo was opened to students and alumni from the Central Pennsylvania Employment Consortium and Cumberland Valley Consortium, two career-focused regional consortia representing nineteen additional colleges and universities. The event, held on March 16, 2016 was attended by Rob Saylor, General Sales Manager and Patti Jarvis, HR/Business Administrator, who both have substantial responsibility for hiring decisions at WHTM-TV/abc27.	2	General Sales Manager HR/Business Administrator

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22	3/16/2016	Participation in other activities designed by the station employment unit	WHTM launched a new program this reporting period called abc27's StormTrack Center Live! WHTM staff members designed a 2-hour presentation for students that focused on the job duties of various News staff when our area experiences extreme weather. The program begins with a 25-minute assembly with two of our meteorologists conducting weather experiments on stage along with a projected presentation and student involvement in demonstrations regarding weather impact on our lives. During the second part of the presentation, students rotate through 8 stations, manned by WHTM staff, to learn the role of each job in covering severe weather. Stations include the following staff and topics: Meteorologists explaining forecasting and the use of the Chroma Key; the Satellite Truck operator demonstrating broadcasting from the field; a Reporter demonstrating live shots; and an Anchor providing a virtual tour of the studio and demonstrating a teleprompter. This event, held at Sporting Hill Elementary School, reached 237 students.	5	Meteorologist Meteorologist Chief Photographer/Operations Manager Anchor/Reporter
23	3/17/2016	Participation in events or programs sponsored by educational institutions	Three representatives from WHTM-TV/abc27, Valerie Pritchett, Anchor/Reporter, Daniel Tomaso, Meteorologist and Patricia Jarvis, HR/Business Administrator, participated in the Middletown High School Career Expo. The representatives spoke with Sophomore, Junior and Senior students who were interested in careers in journalism, sports broadcasting and graphic design. The representatives also spoke with Freshmen students to help them understand careers available in the broadcast industry.	3	Anchor/Reporter Meteorologist HR/Business Administrator

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24	3/18/2016	Participation in Job Fairs	The seventeenth annual JobExpo.Comm Career/Internship Fair, held this year on March 18, 2016, is a premier event in Central Pennsylvania. Focused exclusively on students and soon-to-be graduates in Penn State's College of Communications, the career expo brings together students in the field of journalism, media studies, film/video, advertising and public relations with recruiters from the Northeast's most highly respected broadcast and cable organizations. Dave Jones, WHTM-TV/abc27's Director of News and Patti Jarvis, the Station's HR/Business Administrator, both of whom have substantial responsibility for hiring decisions, attended this event again this year which was held in the Hetzel Union Building's Alumni Hall. The Expo attracted close to five hundred (500) students with practical relevant experience looking for full-time positions and internship opportunities. This event is always one of the most successful career and internship fairs that we attend.	2	News Director HR/Business Administrator