

## **EEO PUBLIC FILE REPORT**

WDTV (TV), Weston, West Virginia  
WVFX (TV), Clarksburg, West Virginia  
WETT (TV), Bridgeport, West Virginia

### **Reporting Period**

June 1, 2015 to May 31, 2016

**EEO Contact Information for Unit Member:** Tricia Scott, HR Director. Nate Smail, News Director.

### **Mailing Address:**

5 Television Drive  
Bridgeport, WV 26330

**Telephone:** (304) 848-5000

**Contact emails:** [tscott@wvfx.com](mailto:tscott@wvfx.com) (Tricia Scott) and [nsmail@wdtv.com](mailto:nsmail@wdtv.com) (Nate Smail)

## **FULL TIME VACANCIES DURING REPORTING PERIOD – JOBS FILLED**

<b><u>Job Title</u></b>	<b><u>Date Filled</u></b>	<b><u>Recritment Source</u></b>
<b>Sports Reporter</b>	<b>6-1-15</b>	Duquesne University
<b>News Reporter</b>	<b>6-22-15</b>	West Virginia University
<b>News Producer</b>	<b>7-13-15</b>	West Virginia University
<b>News Reporter</b>	<b>9-28-15</b>	Referral
<b>News Reporter</b>	<b>10-26-15</b>	Syracuse University
<b>Anchor/Producer</b>	<b>10-26-15</b>	TVJobs.com
<b>Receptionist</b>	<b>2-01-16</b>	WDTV.com
<b>Sales Assistant</b>	<b>2-08-16</b>	Referral
<b>Sales</b>	<b>3-15-16</b>	WDTV.com
<b>News Reporter</b>	<b>5-26-16</b>	TVJobs.com
<b>News Reporter</b>	<b>5-30-16</b>	Syracuse University

**MASTER RECRUITMENT SOURCE LIST USED DURING REPORTING PERIOD**

**1. Website: tvjobs.com**

Address: PO Box 4116, Oceanside, CA 92052; 760-754-8177

**2. Website: Medialine.com**

Address: PO Box 51909, Pacific Grove, CA 93950; 800-237-8073

**3. School: Duquesne University**

Contact: Dr. Dennis Woytek/Mike Clarks, Professors  
G1 Rockwell Hall, Pittsburgh, PA 15282

**4. School: Point Park College**

Contact: Steve Hallock  
201 Wood Street, Pittsburgh, PA 15222

**5. School: Robert Morris University**

Contact: Jon Radermacher  
6001 University Blvd, Moon, PA 15108; 412-397-4088

**6. School: Syracuse University**

Contact: Bridget Lichtinger  
215 University Place, Syracuse, NY 13244; 315-443-1913

**7. School: West Virginia University**

Contact: Eric Minor  
Room 104B Martin Hall, Morgantown, WV; 304-293-6117

**8. Newspaper: The Exponent-Telegram**

324 Hewes Avenue, Clarksburg, WV 26301

**9. Web: WDTV.com**

5 Television Dr., Bridgeport, WV 26330, 304-848-5000

**TOTAL # OF INTERVIEWEES REFERRED BY EACH SOURCE:**

During this time period, this employment unit interviewed 45 candidates for full time positions.

<b>1. tvjobs.com</b>	<b>20</b>
<b>2. Medialine.com</b>	<b>0</b>
<b>3. Duquesne University</b>	<b>5</b>
<b>4. Point Park College</b>	<b>2</b>
<b>5. Robert Morris University</b>	<b>0</b>
<b>6. Syracuse University</b>	<b>2</b>
<b>7. West Virginia University</b>	<b>10</b>
<b>8. Newspaper</b>	<b>0</b>
<b>9. WDTV.com</b>	<b>6</b>

## **SUPPLEMENTAL RECRUITMENT – INTERNSHIP**

WDTV-TV and WVFX-TV offer two internships to accredited college students during the fall, spring, and summer semesters. Internships are only “producing” internships, and students do not leave the station in a station vehicle to cover news or weather outside of the studio. Interns strictly stay within the newsroom and studio, and learn how a show (or weather forecast) is produced. Interns help write scripts and get other materials ready for the evening news shows at WDTV/WVFX.

**A. Internships awarded in reporting period:**

**1**

**B. Personnel Involved:**

**Ken Meehan, Weather Anchor  
Nate Smail, News Director**

**Internship Sources:**

**WVU Job Recruitment Fair  
Duquense Job Recruitment Fair  
Website: [www.wdtv.com](http://www.wdtv.com)**

### **Job/Career Fair hosted by WVFX 4-16**

Withers hosted and also participated in a job fair held at the Meadowbrook Mall for the community. The job fair was promoted on air on WDTV, WVFX and EVFX stations. Over 1000 members of the community participated.

### **Training of Equal Opportunity and preventing discrimination**

Patricia Scott, Business Manager, routinely provides updates to the management team on ensuring equal employment opportunities. This is done during the management department meeting as needed throughout the year. Included is a review of FCC EEO Rules and Policies and any other EEO and/or Anti-Discrimination methods. Also discuss proper recordkeeping and meeting the required Outreach Methods.

These meetings are attended by the General Manager, Business Manager, Promotions Director, General Sales Manager, News Director, Production Manager, Web/Internet Manager, and Chief Engineer.

Training Programs are also provided to the production department to ensure that employees are well educated and trained on the proper use of master control equipment and maintenance. This also ensures that personnel could qualify for higher level positions.

### **Sponsorship of Events to Inform the Community**

Withers Broadcasting opens its studio to community groups, including but not limited to

colleges, public schools, boy/girl scouts and other local organizations. These tours include general information about the industry and the technology that is used. They are able to talk with employees within different departments and ask questions regarding these jobs. During the reporting time we had 31 tour groups of all ages and also many individual tours.

### **Other Activities Designed to further the Goal of Disseminating Information about Employment Opportunities**

Staff of Withers Broadcasting visit local schools in an effort to let children know of the many different careers in the broadcasting field and in their community. We traveled to 12 middle schools with our Meteorologists and talked with the class about the weather and what it would take to become a meteorologist and how important their education is to their future goals. We also traveled to 13 elementary schools and recorded individual classes from kindergarten to 2<sup>nd</sup> grade reciting the Pledge of Allegiance. These recordings aired each morning at 6am on our morning news program.

Withers Broadcasting stations run a 30 second spot on air to notify all community groups and organizations of the availability of vacancy and disseminates information about equal employment opportunities. During this reporting period the spot ran numerous times and at a variety of time throughout the day.