

## **2018 ANNUAL PUBLIC FILE EEO REPORT**

NBCUniversal acquired WTMO-CD/WKME-CD/WMVJ-CD on January 31, 2018. Accordingly, this 2018 annual EEO public file report covers the period of January 31, 2018 to September 30, 2018

### **WTMO-CD/WKME-CD/WMVJ-CD, Orlando, FL**

The FCC's EEO Rule requires that this Report contain the following information:

1. List all full-time job vacancies filled by any station covered by this report during the past year.
2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form.
3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1;
4. In total, how many persons interviewed by the station for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station;
5. Summarize the employment unit's broad outreach initiatives during the past year. Identify each initiative in which the station substantially participated; the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative; and a short summary of the nature and extent of the station's participation in each initiative.

**NBCUNIVERSAL OWNED STATIONS GROUP IS AN EQUAL OPPORTUNITY EMPLOYER**

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### I. Vacancy Recruitment

Covering the period from January 31, 2018 through September 30, 2018

Station: WTMO-CD/WKME-CD/WMVJ-CD, Orlando, FL

Quantity	Positon Title	Date Filled	Recruitment source(s) used to fill vacancy	Name of Recruitment Source	Contact Person	Number Hired	Number Interviewed
1	Content Producer	4/23/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	James Arroyave	1	4
1	General Manager	5/07/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Carmen Matos	1	12
1	News Anchor	5/07/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	1
1	Technical Operations Specialist	5/07/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Wil Ocasio	1	10
1	VP of News	05/07/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	2
1	Assistant News Director	5/07/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	1

Quantity	Positon Title	Date Filled	Recruitment source(s) used to fill vacancy	Name of Recruitment Source	Contact Person	Number Hired	Number Interviewed
1	Photographer/ Editor	5/12/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	James Arroyave	1	2
1	Assignment Desk Editor	5/14/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Wil Ocasio	1	9
1	Creative Services Director	6/18/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	6
1	News Producer	6/18/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	2
2	Multimedia Journalist	6/25/18 7/16/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	2	7
1	IT Systems Engineer	7/09/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Wil Ocasio	1	5
1	Office Manager	7/09/18	Recruitment Source List Contacted for Each Full-time vacancy (see Appendix A)	www.nbcunicareers.com	Karen Mendez	1	2

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### II. Recruitment Source Information for Vacancies

Covering the period from January 31, 2018 through September 30, 2018

Station: WTOO-CD/WKME-CD/WMVJ-CD, Orlando, FL

Name of Recruitment Source	Total Number of Interviewees Referred During Year
See Appendix A	
Please see Appendix A	0
www.nbcunicareers.com	44
YOH Staffing Agency	2
Employee Referral	17
<b>Total</b>	<b>63</b>

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### III. Non-Vacancy Specific Recruitment Activities

Covering the period from January 31, 2018 through September 30, 2018

Station: WTMO-CD/WKME-CD/WMVJ-CD, Orlando, FL

Organization	Date	Event	Participant(s)
National Association of Hispanic Journalists Miami	July 19-21, 2018	Career Fair	Javier Ortiz, VP of HR, Station Group James Arroyave, Talent Acquisition Recruiter, TLMD Station Group Roberto Vizcon, WTMO VP of News
Volusia Hispanic Chamber of Commerce	September 24, 2018	Career Fair	Leslie Sierra, WTMO HR Manager Carla Gutierrez, WTMO Promotions Coordinator

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### **IV. RECRUITMENT/CAREER EXPO AND DEVELOPMENT**

**NATIONAL ASSOCIATION OF HISPANIC JOURNALIST:** NAHJ is an organization dedicated to the development and advancement of the next leaders in the news industry. News talent employees attended the career expo conference consisting of training sessions, hands-on workshops, multiple seminars, panel discussions and networking opportunities to help leverage relationships.

Volusia Hispanic Chamber of Commerce: VHCC is a non-profit organization focused on helping businesses and organizations to bring together the businesses, professionals and community leaders to promote economic growth. HR Manager attended the 2018 Business Expo Career Fair consisting on networking opportunities and identifying potential employment candidates.

### **EMPLOYEE TRAINING**

**SKILLS ENHANCEMENT TRAINING:** NBCUniversal, the parent company of the Station, offers online learning resources at no cost to all employees to enhance personal and professional skills. Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBCUniversal-sponsored programs.

In addition, online courses on a variety of topics are available to all employees. Courses include: Crucial Conversations, Effective Coaching Skills, Feedback with Impact, Executive Presentation Skills, Influencing Skills, Presentation Skills, Hiring the Right People, Project Management, Time Management, Microsoft Office, Microsoft Word, Microsoft PowerPoint, and Microsoft Excel.

**EMPLOYEE DIVERSITY GROUPS:** NBCUniversal's diverse employee population is reflected in our affinity groups. These voluntary organizations focus on the professional development of their members by creating opportunities for coaching, mentoring and networking with employees and senior management. In addition, they are a major force in driving recruitment and retention of top talent in the organization. Participation in these groups is open to all employees. Established affinity groups at NBCUniversal, including Out@NBCUniversal, Unidos@NBCUniversal, Veterans Network, The Women's Network @ NBCUniversal (WNN) and others, provide professional networking and skill development courses to employees.

**EEO/HUMAN RESOURCES TRAINING PROGRAM:** During the reporting year WTMO participated in the annual company compliance trainings, which address methods of ensuring equal employment opportunities and preventing discrimination. During the reporting period, these programs have included Annual Integrity Training and Comcast Corporation Code of Conduct, a course encompassing issues related to integrity, Solutions Program; Compliance Standards and Environmental Health and Safety training.

## **V. EVENT PARTICIPATION**

WTMO Employee representatives participated in the following community events:

**Osceola County Fair**, February 11, 2018

**2018 Florida Puertorrican Parade & Festival**, April 28, 2018

**Supporting our Schools Event**, August 10, 2018

**Voter Registration Event**, September 29, 2018

### **GENERAL BROAD OUTREACH:**

During the reporting year, employees of WTMO participate in general outreach initiatives that provide an opportunity for dialogue to a broad and diverse audience about careers in broadcasting.

**Osceola County Fair**, April 21, 2018

WTMO participated in the Osceola County Fair to increase visibility in the community. Homan Machuca, WTMO News Talent participated, hosted and interacted with the community.

**2018 Florida Puertorrican Parade & Festival**, April 27, 2018

Telemundo Orlando sponsored one of the biggest Hispanic Heritage events known as Parada y Festival Puertorriqueño de Florida. WTMO had a Float and during the event, WTMO employees interacted with viewers and gave away premiums. On-Air Participants WTMO News Talent: Olga Aymat, Andrea Marcial, Sergio Gonzalez, Sergio Ruiz, Donaldo Gonzalez & Homan Machuca.

**Supporting our Schools Event**, August 10, 2018

WTMO Telemundo Orlando employees donated school supplies to support our local schools. Back to School supplies were given to Shingle Creek Elementary School.

**Voter Registration Event**, September 29, 2018

WTMO and Telemundo Network participated in a voter registration initiative hosted by the Hispanic Federation. Participants: Adamari Lopez, Telemundo Network and WTMO on Air Talent, Olga Aymat, Carlos Rausseo and Andrea Marcial.

## Appendix A: Recruiting Sources 2018

<p>Karen Mendez Talent Acquisition Recruiter <b>NBCUniCareers.com</b> 15000 SW 27<sup>th</sup> Street Miramar, FL 33027 954-622-6839 <a href="mailto:karen.mendez@nbcuni.com">karen.mendez@nbcuni.com</a></p>	<p>James Arroyave Talent Acquisition Recruiter <b>NBCUniCareers.com</b> 15000 SW 27<sup>th</sup> Street Miramar, FL 33027 954-622-6839 <a href="mailto:james.arroyave@nbcuni.com">james.arroyave@nbcuni.com</a></p>
<p>Wiliberto Ocasio Talent Acquisition Recruiter <b>NBCUniCareers.com</b> 30 Rockefeller Plaza New York, NY 10112-0002 212 664-3246 <a href="mailto:wiliberto.ocio@nbcuni.com">wiliberto.ocio@nbcuni.com</a></p>	<p>Carmen Matos Executive Search Lead <b>NBCUniCareers.com</b> 2555 Ponce de Leon Blvd. Suite 400 Coral Gables, FL 33134 786-585-8078 <a href="mailto:carmen.matos@nbcuni.com">carmen.matos@nbcuni.com</a></p>
<p>Mariela Montoya <b>YOH Staffing</b> 2350 NW 117<sup>th</sup> Place Miami, FL 33182 786-585-7442 <a href="mailto:mariela.montoya@yoh.com">mariela.montoya@yoh.com</a></p>	<p>Inez Nazario President <b>Volusia Hispanic Chamber of Commerce</b> 2751 Enterprise Road / Suite 208 Orange City, FL 32763 386-218-4490 <a href="mailto:ineznazario@volusiachamber.org">ineznazario@volusiachamber.org</a></p>



<p>Ms. Diane Herron  Director of Human Resources  <b>Natl. Assoc. of Black Journalists</b>  c/o WPBT; 14901 NE 20 Ave.  Miami, FL 33181  305-949-8321  <a href="mailto:dheron@southfloridapbs.org">dheron@southfloridapbs.org</a></p>	<p>Mr. Steve McDowell  College of Commun./R-42  <b>Motion Picture &amp; TV Advisory Council</b>  Florida State University  Tallahassee, FL 32306  850-644-2276/Fax:850-644-8642  <a href="mailto:karen.ball@comm.fsu.edu">karen.ball@comm.fsu.edu</a></p>
<p>Sirley Gomez  <b>Employ Florida</b>  7550 Davie Road Extension  Hollywood FL 33024  954-967-1010 ext 237  <a href="mailto:sigomez@wf1broward.com">sigomez@wf1broward.com</a></p>	<p>Charlotte Andreson  Vice President of Operations  <b>Pinellas County Urban League</b>  333 31<sup>st</sup> St., No.  St. Petersburg, FL 33713  727-327-2081  <a href="mailto:skillsbank@pcul.org">skillsbank@pcul.org</a></p>
<p>Elise Smith  Programs Coordinator  <b>Hispanic Chamber of Commerce of Metro Orlando</b>  3201 East Colonial Drive Suite A-29  Orlando, FL 32803  407-428-5870  <a href="mailto:elise.smith@hispanicchamber.net">elise.smith@hispanicchamber.net</a></p>	<p>Ms. Deborah Powell  <b>American Women in Radio &amp; TV</b>  <b>c/o WPLG</b>  3900 Bisc. Blvd.  Miami, FL 33137  305-576-1010  <a href="mailto:dpowell@wplg.com">dpowell@wplg.com</a></p>

<p>Pamela Nabors President/Chief Executive Officer <b>Career Source Central Florida</b> 609 N Powers Dr #340 Orlando, FL 32818 407-531-1223 <a href="http://careersourcecentralflorida.com">careersourcecentralflorida.com</a></p>	<p>Kelly Vizcarra Program Coordinator <b>Hispanic Federation</b> 6900 S Orange Blossom Trail Suite 200 Orlando, FL 32809 407-270-0597 <a href="mailto:kellyvizcarra@hispanicfederation.org">kellyvizcarra@hispanicfederation.org</a></p>
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