

KTVO-TV
EEO PUBLIC FILE REPORT
October 1, 2011 - September 30, 2012

I. VACANCY LIST

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

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Multimedia Journalists Reporter Open Date: 9/15/2011 Hire Date: 10/14/2011	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 32, 34-40, 42-46	40
Media Operations Assistant Open Date: 11/18/2011 Hire Date: 1/16/2012	1-4, 6-16, 18-20, 22-24, 26-27, 29, 32- 40, 42-46	32
Media Operations Assistant Open Date: 11/18/2011 Hire Date: 10/24/2011	1-4, 6-16, 18-20, 22-24, 26-27, 29, 32- 40, 42-46	27
Media Operations Assistant Open Date: 11/18/2011 Hire Date: 10/24/2011	1-4, 6-16, 18-20, 22-24, 26-27, 29, 32- 40, 42-46	27
Media Operations Assistant Open Date: 11/18/2011 Hire Date: 1/16/2012	1-4, 6-16, 18-20, 22-24, 26-27, 29, 32- 40, 42-46	27
Media Operations Assistant Open Date: 11/18/2011 Hire Date: 1/16/2012	1-4, 6-16, 18-20, 22-24, 26-27, 29, 32- 40, 42-46	33
Multimedia Journalist/ Sports Open Date: 12/6/2011 Hire Date: 1/16/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 34-40, 42-46	40
Multimedia Journalist/ Sports Open Date: 12/6/2011 Hire Date: 1/23/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 34-40, 42-46	40
Multimedia Journalist/ Sports Open Date: 12/6/2011 Hire Date: 1/23/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 34-40, 42-46	40
Multimedia Journalist/ Sports Open Date: 12/6/2011 Hire Date: 1/31/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 34-40, 42-46	40
Morning Weather Anchor\Multi-Media Journalist Open Date: 1/10/2012 Hire Date: 2/20/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 31, 33-40, 42-46	40
Account Executive Open Date: 2/7/2012 Hire Date: 3/5/2012	1-4, 6-11, 13-16, 18-19, 21, 20, 22-24, 26, 29, 31-47	21
Account Executive Open Date: 2/7/2012 Hire Date: 4/9/2012	1-4, 6-11, 13-16, 18-19, 21, 20, 22-24, 26, 29, 31-47	47
Account Executive Open Date: 2/7/2012 Hire Date: 5/14/2012	1-4, 6-11, 13-16, 18-19, 21, 20, 22-24, 26, 29, 31-47	33

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Weekend Sports Anchor/Multimedia Journalist Open Date: 2/8/2012 Hire Date: 3/19/2012	1-4, 6-11, 13-16, 18-20, 22-24, 26, 29, 31, 34-46	40
Production Assisstant Open Date: 6/5/2012 Hire Date: 6/25/2012	1-11, 13-16, 18-20, 22-24, 26, 29, 31- 32, 34-46	32
Production Assisstant Open Date: 6/5/2012 Hire Date: 6/28/2012	1-11, 13-16, 18-20, 22-24, 26, 29, 31- 32, 34-46	5
Account Executive Open Date: 8/10/2012 Hire Date: 9/17/2012	1-4, 6-11, 13-20, 22-26, 28-31, 34-40, 42-46	30
Account Executive Open Date: 8/10/2012 Hire Date: 9/17/2012	1-4, 6-11, 13-20, 22-26, 28-31, 34-40, 42-46	28

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	American Business Women's Association 2834 South Roanoke Springfield, Missouri 65807 Phone : 417-883-2259 Email : mba@mbaweb.org Fax : 1-417-883-2259 Donnie Harris	N	0
2	American Federation of Television and Radio Artists 1310 Papin #103 St Louis, Missouri Phone : Email : Fax : 1-314-231-8412 Career Service	N	0
3	American Indian Center 309 North Jefferson Springfield , Missouri 65806 Phone : 417-866-3439 Email : Fax : 1-816-471-8543 Christine Molley	N	0
4	American Indian Council 317 North 11th Street 7th Floor St. Louis, Missouri 63101 Phone : 314-589-6653 Email : Fax : 1-314-231-7923 Dawn Jordan	N	0
5	Application already on file KTVO HR\other employee	N	1
6	Black Economic Union 1601 East 18th Street Suite 300 Kansas City, Missouri 64180 Phone : 816-474-1080 Email : mba@mbaweb.org Fax : 1-816-474-5805 Cathy Thomas	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	Broadcast Center XXXX St Louis , Missouri XXX Phone : 314-647-8181 Email : placement@broadcastcenterinfo.com Fax : 1--- John Carroll	N	0
8	Broadcast Center of St. Louis 2360 Hampton St. Louis , Missouri 63139 Phone : 314-647-8181 Email : mba@mbaweb.org Fax : 1-314-647-1575 John Carroll	N	0
9	Broadcast Employment Services (TVJobs.com) P O Box 4116 Oceanside, California 92052 Phone : 760.754.8177 Url : TVJobs.com Email : admin@tvjobs.com Fax : 1-760-754-2115 Mark Holloway	N	1
10	Central Methodist College CMC; 411 Central Methodist Square Fayette, Missouri 65248 Phone : 660-248-3391 Url : NONE Email : mba@mbaweb.org Fax : 1-660-248-3469 Mark Kelty	N	0
11	Central Missouri State Univ. Wood 11; CMSU Corner of College & Clark Warrensburg, Missouri 64093 Phone : 660-543-4155 Email : mba@mbaweb.org Fax : 1-660-543-4668 Theresa Alewel	N	0
12	Cold call	N	1

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
13	College of the Ozarks PO Box 17 Point Lookout, Missouri 65726 Phone : 417-334-6411 Email : mba@mbaweb.org Fax : 1-417-690-3246 Ron Martin	N	0
14	Columbia College 1001 Rogers Street Columbia , Missouri 65216 Phone : 573-875-7425 Email : mba@mbaweb.org Fax : 1-573-875-7526 Don Malson	N	0
15	Columbia School of Journalism 2950 Broadway New York, New York 10027 Phone : Email : postjobs@jrn.columbia.edu Fax : 1--- Career Services	N	0
16	Culver-Stockton College One College Hill Canton, Missouri 63435 Phone : 217-231-6451 Email : mba@mbaweb.org Fax : 1-217-231-6611 Christie Mennenga	N	0
17	Current Employee Luke	N	1
18	DeVry Institute of Technology 11224 Holmes Road Kansas City, Missouri 64131 Phone : 816-941-0430 Email : mba@mbaweb.org Fax : 1-816-941-0239 Gerry Ellis	N	0

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19	Diversity Search 805 SW Broadway Suite 2250 Portland, Oregon 97205 Phone : (503) 221-7779 Url : www.diversitysearch.com Email : sales@DiversitySearch.com Fax : 1-503-221-7780 Director of Placement na	N	0
20	Division of Workforce Development 1716 Four Seasons Drive Jefferson City, Missouri 65101 Phone : 573-526-8115 Email : Dylan.minor@ded.mo.gov Fax : 1-573-526-3494 Dylan Minor	N	0
21	Division of Workforce Development 1716 Four Seasons Drive Jefferson City, Missouri 65101 Phone : 573-526-8115 Email : Fax : Dylan Minor	N	1
22	Drury College 900 North Benton Avenue Springfield, Missouri 65802 Phone : 417-873-6817 Email : mba@mbaweb.org Fax : 1-417-873-7808 Tina Moore	N	0
23	Evangel University 1111 North Glenstone Springfield, Missouri 65802 Phone : 417-865-2815 x 7369 Url : www.evangel.edu Email : Fax : 1-417-865-9599 Scott Kirby	N	0

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24	Fontbonne College 6800 Wydown Blvd. St. Louis, Missouri 63105 Phone : 314-889-1434 Email : mba@mbaweb.org Fax : 1-314-889-4564 Jennifer Self	N	0
25	Grace Hill Neighborhood Services 2600 Hadley St. Louis, Missouri 63130 Phone : 314-539-9833 Email : beverlyj@gracehill.org Fax : 1-314-539-9630 Beverly Joans	N	0
26	Grupo Latino Americano 318 Park Central East Suite 623 Springfield, Missouri 65806 Phone : 417-868-0608 Email : grupolatino417@hotmail.com Fax : 1-417-868-8499 Yolanda Lorge	N	0
27	In house promotion John Wise	N	3
28	indeed.com 1777 Broad Street Stamford , Connecticut 06901 Phone : 1-800-462+5842 Url : www.indeed.com Email : Fax : Help Line	N	3
29	Indian Hills Community College 525 Grandview Ave Ottumwa, Iowa 52501 Phone : 641-683-5111 Email : donna.williams@indianhills.edu Fax : 1--- Donna Williams	N	0
30	Internet Ad heartlandconnection.com	N	1

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31	Kirksville Vo-Tech 1103 S Cottage Grove Kirksville, Missouri 63501 Phone : 660-665-2865 Email : jroberts@kirksville.k12.mo.us Fax : 1--- J Roberts	N	0
32	KTVO-TV On air recruiting Missouri Phone : Email : Fax : Career Services	N	11
33	KTVO-TV Website Missouri Phone : Url : www.heartlandconnection.com Email : Fax : Career Services	N	4
34	Media Line PO Box 51909 Pacific Grove, California 93950 Phone : 800-237-8073 Email : mark@medialine.com Fax : 1--- Mark Shilstone	Y	1
35	Missouri Broadcasters Assoc. P.O. Box 104445 Jefferson City, Missouri 65110 Phone : 573-636-6692 Email : dhicks@mbaweb.org Fax : 1-573-634-8258 Don Hicks	N	0
36	Missouri Career Center 2105 E. Normal Kirksville, Missouri 63501 Phone : 660-785-2400 Email : belinda.ames@ded.mo.gov Fax : 1--- Belinda Ames	N	1

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
37	Moberly Area Community College 101 College Avenue Moberly, Missouri 65270 Phone : 660-263-4110 Email : Fax : 1-660-263-2406 Dr. Grant	N	0
38	South Asian Journalists Association c/o Columbia Graduate School of Journalism 2950 Broadway New York, New York 10027 Phone : 212-854-5979 Email : saja@columbia.edu Fax : 1--- Placement Director	N	0
39	Truman State University Career Center Kirksville, Missouri 63501 Phone : 660-785-4353 Email : kvander@truman.edu Fax : 1--- Kathleen Vanderhoof	N	0
40	TVJOBS P.O. Box 4116 Oceanside, California 92052 Phone : 760-754-8177 Email : jobs@tvjobs.com Fax : 1--- Mark Holloway	N	15
41	TVNewsGigs.com 318 SE Jackson St. Lee's Summit, Missouri 64063 Phone : 7122773554 Email : info@tvnewsgigs.com Fax : 1--- Stacey Chaloux	N	0
42	University of Iowa School of Journalism E350D Adler Journalism Building University of Iowa Iowa City, Iowa 52242 Phone : 319 335-1406 Email : paul-w-jensen@uiowa.edu Fax : 1--- Paul Jensen	N	0

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43	University of Missouri - KC 4825 Troost Kansas City, Missouri 64110 Phone : 816-235-1000 Email : haynesa@umkc.edu Fax : 1-816-235-5534 Annette Haynes	N	0
44	University of Missouri at St. Louis 278 Millenium Student Center 1 University Blvd. St. Louis, Missouri 63121 Phone : 314-516-5111 Email : career_services@umsl.edu Fax : 1-314-516-6535 Emily Rapko-McEneny	N	0
45	William Jewell College 500 College Hill WJC Box 1058 Liberty, Missouri 64068 Phone : 816-781-7700 Email : rychlewskj@william.jewell.edu Fax : 1-816-415-5027 Judy Rychlewski	N	0
46	William Woods University 1 University Ave. Fulton, Missouri 65251 Phone : 573-642-2251 Email : mba@mbaweb.org Fax : 1-573-642-1146 Joe Potter	N	0
47	Word of Mouth Missouri Phone : Email : Fax : Career Services	N	5
TOTAL INTERVIEWS OVER REPORTING PERIOD:			49

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title	Points
1	10/7/2011	Participation in events sponsored by community groups	Teresa Carter gave the Girl Scout Troop 926 From Ottumwa Iowa a tour of the station and talked about weather and her job as a Meterologist.	1	Teresa Carter Chief Meterologist	0.25
2	10/11/2011	Participation in events or programs sponsored by educational institutions	Teresa Carter talked to 4th grade students from Ray Miller Elementary about a project they are doign on tornados. It is for Lori Pinkstons class.	1	Teresa Carter	0.25
3	10/24/2011	Participation in Job Fairs	October 19, 2011 I attended the Truman State Job Fair in Kirksville, MO.	1	Melissa Billington Business Office Manager	0.25
4	11/10/2011	Participation in events or programs sponsored by educational institutions	Dan Magruder gave a group of student from Scotland County Schools a tour of the KTVO Kirksville Studios. Seven students visited ages 4th grade to Senior.	1	Dan Magruder Interactive Managing Editor	0.25
5	11/29/2011	Hosting of Job Fair	KTVO hosted a job fair in our Ottumwa Iowa office from 2p-6p. The focus was to hire Account Executives and Sales personnel. Luke Hilgenbrinck, Sales Manager and Carol Kellum, President and CEO. participated.	2	Carol Kellum President and CEO Luke Hilgenbrinck Sales Manager	1.00
6	11/30/2011	Hosting of Job Fair	KTVO hosted a job fair in our Kirksville Missouri office from 2p-6p. The focus was to hire Account Executives and Sales personnel. Luke Hilgenbrinck, Sales Manager and Carol Kellum, President and CEO. participated.	2	Luke Hilgenbrinck Sales Manager Carol Kellum President\CEO	1.00
7	1/9/2012	Participation in events sponsored by community groups	Meterologist, Teresa Carter, helped 5 girls scouts from Kirksville earn their weather badge. The girls came to the station and learned about weather and meterology.	1	Teresa Carter Chief Meterologist	0.25
8	2/11/2012	Hosting of Job Fair	On February 11th KTVO hosted a job fair at the KTVO Studios in Ottumwa Iowa from 8a-12n. Prospective Account Executives applied and were interviewed by Sales Manager Luke Hilgenbrinck and Station Manager Carol Kellum.	2	Carol Kellum Station Manager Luke Hilgenbrinck Sales Manager	1.00

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9	2/15/2012	Participation in events or programs sponsored by educational institutions	Teresa Carter visited with Taylor Lee, a special needs student from Adair County R-1 School in Novinger. Taylor is interested in Weather and Meteorology. Teresa gave her a tour of the Kirksville Studios and the Weather Center.	1	Teresa (Keener) Carter Chief Meteorologist	0.25
10	2/18/2012	Hosting of Job Fair	On February 18th KTVO hosted a job fair at the KTVO Studios in Kirksville MO from 8a-12n. Prospective Account Executives applied and were interviewed by Sales Manager Luke Hilgenbrinck.	1	Luke Hilgenbrinck Sales Manager	1.00
11	3/14/2012	Participation in events or programs sponsored by educational institutions	Kate Allt participated in the Eddyville-Blakesburg Middle \High School annual career day. Students could sign up for six sessions for careers that interest them. Kate spoke with 6 different groups, anywhere between 6 and 20 students at a time. Her presentation was about what it is like to work as a journalist, and then try equipment and interview each other. Question and answer session followed.	1	Kate Allt Anchor\Producer\Reporter	0.25
12	3/16/2012	Participation in events or programs sponsored by educational institutions	On February 16, 2012 News Director Marlene Speas served on a panel of judges for the Digital Design & Promotion competition for the district competition for Future Business Leaders of America. The District competition was held in Kirksville, MO. Each team of two students was judged per a performance rating sheet. High School students from throughout NE MO competed in various categories.	1	Marlene Janssen News Director	0.25
13	3/20/2012	Participation in events sponsored by community groups	On March 20, 2012 we had 4 Cub Scouts with the Kirksville Troop tour the Kirksville Studio and watch a live 5pm Newscast. Chief Meteorologist, Teresa Carter, spoke to the Cub Scouts	2	Dan Magruder Interactive Content Manager Teresa Carter Chief Meteorologist	0.25
14	3/28/2012	Participation in events or programs sponsored by educational institutions	Meteorologist, Vanessa Alonso, did a severe weather safety talk to 5th graders at Wildwoods Elementary school in Ottumwa Iowa on March 28, 2012.	1	Vanessa Alonso Meteorologist\Reporter	0.25

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15	4/12/2012	Participation in events sponsored by community groups	On April 11th 2012 we had a tour of 6 Girl Scouts from Kirksville visit the Kirksville Studio. They toured the facility and spoke with Chief Meteorologist, Teresa Carter and viewed a live broadcast of our 5pm Newscast.	2	Dan Magruder Interactive Managing Editor Teresa Carter Chief Meteorologist	0.25
16	4/12/2012	Participation in events sponsored by community groups	On April 11th a group of 6 Girl Scouts from Kirksville visited the Kirksville Studio. They toured the facility, spoke with Chief Meteorologist Teresa Carter and viewed a live broadcast of our 5pm Newscast.	2	Dan Magruder Internet Content Producer Teresa Carter Chief Meteorologist	0.25
17	4/20/2012	Participation in Job Fairs	Workforce Career Fair at John Wood Community College. This event allows job seekers to visit with employers from local industry and learn about JWCC's career and technical programs.	2	Nora Baldner-Schnack News Director (KHQA) Steve Harris Media Operations Mgr. (KHQA)	0.25
18	5/1/2012	Participation in events or programs sponsored by educational institutions	On May 1, 2012, Meteorologist, Brian Doogs, went to Van Buren Elementary School for Ag Day. He worked at a severe weather station talking about severe weather safety, basic weather patterns, and answered questions from students. Brian spoke with students from Kindergarten through 5th grade from 9:30a-12:30p.	1	Brian Doogs Morning Meteorologist\Reporter	0.25
19	5/3/2012	Participation in events sponsored by community groups	Nancy Cruz participated in the National Day of Prayer by saying a prayer at the Courthouse in Spanish, representing the Spanish speaking community. John Garlock prayed for media during this annual event at the Kirksville Manor Care Center. About 30 KMCC residents attended. Vanessa Alonso said a prayer at Twin Pines Adult Care Center	3	John Garlock Anchor\Reporter Vanessa Alonso Meteorologist\Reporter Nancy Cruz Bi-Lingual Newscaster	0.25

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20	6/22/2012	Participation in events sponsored by community groups	Stephanie Claytor spoke with 2 groups of day campers from the Kirksville YMCA Day Camp. There were 60 students ages 6-12. Stephanie spoke to them about what it takes to be a journalist and about living abroad in Columbia South America. Stephanie showed two videos of her time in South America.	1	Stephanie Claytor Weekend Anchor/Reporter	0.25
21	7/11/2012	Participation in events sponsored by community groups	KTVO hosted 60 children with the Adair County YMCA summer camp program. The children visited the Kirksville Studio, shown the facility and were shown the KTVO Live Truck.	1	Dan Magruder Internet Content Manager	0.25
22	8/21/2012	Establishment of training programs for station personnel	On August 21, 2012 Crystal Amini-Rad, Regional Business Manager, conducted EEO training for all KTVO department heads. This is a course on EEO policy, recruitment, hiring procedures, and other human resources training. Those in the training were Carol Kellum, Luke Hilgenbrinck, Merle Snyder, John Wise, Melissa Billington, Marlene Janssen, Andy Grove, Dan Magruder, and Cody Flanagan.	9	Carol Kellum President/CEO Andy Grove Assistant News Director Marlene Janssen News Director Luke Hilgenbrinck Local Sales manager	1.00
23	9/19/2012	Participation in events or programs sponsored by educational institutions	Chief Meteorologist, Teresa Carter, gave a weather talk to Mrs. Mur[hy's 7th grade class at Bevier School.	1	Teresa Carter Chief Meteorologist	0.25
24	9/27/2012	Participation in Job Fairs	Crystal Amini-Rad attended a career fair representing KTVO and all Barrington Broadcasting Stations at Governors State University in University Park, IL. it was a career and internship fair for business, communications and technology.	1	Crystal Amini-Rad Regional Business Manager	0.25
TOTAL POINTS OVER REPORTING PERIOD:						9.75