

KAKE-TV, KUPK-TV, KLBY-TV
EEO PUBLIC FILE REPORT
February 1, 2018 to January 31, 2019

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Anchor/Reporter	1-11, 13-36, 38-43, 45-47, 49-60, 62-63	63
Meteorologist	1-11, 13-36, 38-43, 45-47, 49-60, 62	62
Multi-Media Journalist	1-11, 13-36, 38-43, 45-47, 49-60	60
Reporter	1-11, 13-36, 38-43, 45-47, 49-60, 62	62
Multi-Media Journalist	1-11, 13-36, 38-43, 45-47, 49-60	60
Producer	1-11, 13-36, 38-43, 45-47, 49-62	62
Sports Reporter/Anchor	1-11, 13-36, 38-43, 45-47, 49-60	60
Master Control Operator/Director	1-11, 13-36, 38-43, 45-47, 49-60, 63	63
Master Control Operator/Director	1-11, 13-36, 38-43, 45-47, 49-60, 62	62
Receptionist	1-11, 13-36, 38-43, 45-47, 49-60, 62	60
Digital Account Manager	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62	62

Please see Section II for specific information concerning sources that are entitled to receive job notifications. Job outreach efforts conducted during the reporting period utilized all sources that were entitled to receive job notifications of the relevant type at the time of outreach.

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Multi-Media Journalist	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62	60
Multi-Media Producer	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62	62
Web Producer/Assignment Desk	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62-63	62
Sports Reporter/Anchor	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62-63	63
Video Editor/Photographer	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60	60
Multi-Media Journalist	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62-63	62
Anchor/Reporter	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60	60
Multi-Media Journalist	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62	62
Multi-Media Journalist	2-11, 13-23, 25, 27, 29-30, 32, 35, 38-39, 41-43, 46-47, 50-54, 56-60, 62-63	62

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12 month period
1	Baker University Susan Wade 618 Eighth St. Baldwin City, KS 66006 785-594-6451	No (KACE web postings ended on 6/30/18)	0
2	Barton County Community College Judy Jacobs 245 NE 30 th Road Great Bend, KS 67530 620-792-9349	No	0
3	Bethel College Marla Krell 300 East 27 th Street North Newton, KS 67117 316-284-5326	No	0
4	Breakthrough Club Katie Gibbons P O Box 47563 Wichita, KS 67201-7563 316-269-2402	Yes	0
5	Broadcast Center John Carroll Broadcast Center St. Louis, MO placement@broadcastcenterinfo.com	No	0
6	Butler County Community College Jessica Ohman 901 S. Haverhill Road El Dorado, KS 67042 316-322-3231	No	0
7	Central Community College John Brooks P O Box 1024 Hastings, NE 68902-1024 402-461-2580	No	0
8	City of Wichita Susan K. Leiker City Hall, 455 N. Main, 2 nd Floor Wichita, KS 67202 316-268-4531	Yes	0
9	Cloud County Community College Brenda Hanson 2221 Campus Drive Concordia, KS 66901-1002 785-243-1435	No	0
10	Coffeyville Community College Kelli Bauer 400 W. 11 th Street Coffeyville, KS 67337 620-251-7700	No	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
11	Colby Community College Patty Mead 1255 S. Range Colby, KS 67701 785-462-3984	No	0
12	Collective Talent Michael Bille 1721 Richardson Place Tampa FL 33606 www.collectivetalent.com	No (Must Pay for Ad)	0
13	Columbia College Dave Mason 600 S. Michigan Ave. Chicago, IL 60605 312-369-8612	No	0
14	Dept for Children & Families Lolitta Tucker P O Box 1620 Wichita, KS 67201-1620 316-337-6428	Yes	0
15	Dodge City Community College Alisha Ontiberos 3004 N. 14 th Street Dodge City, KS 67801 620-227-9244	No	0
16	Emerson College Tim MacArthur 120 Boylston St. Boston, MA 02116 617-824-8433	No	0
17	Emporia State University June Coleman-Hull 1200 Commercial Street Emporia Kansas 66801 620-341-5407	No	0
18	Fort Hays State University Daniel B. Rice 600 Park Street Hays, KS 67601-4099 785-628-4260	No	0
19	Fort Riley ACAP Center Sharone Washington 212 Custer Ave., Room 101 Fort Riley, KS 66442 785-239-2068	Yes	0
20	Friends University Shera Jones 2100 W. University Street Wichita, KS 67213 316-295-5822	No	1

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
21	Garden City Community College Ryan Ruda 801 Campus Drive Garden City, KS 67846 620-276-9640	No	0
22	Hastings College Kimberly Graviette 710 N. Turner Avenue Hastings, NE 68901 402-461-7387	Yes	0
23	Hutchinson Community College Betty Ann Kelly 1300 North Plum Hutchinson, KS 67501 620-665-3495	No	0
24	Johnson County Community College 12345 College Blvd. Overland Park, KS 66210 913-469-8500	No (KACE web postings ended on 6/30/18)	0
25	Kansas Association of Broadcasters Kent Cornish 1916 SW Sieben Court Topeka, KS 66611-1656 785-235-1307	Yes	5
26	Kansas City Kansas Comm. College 7250 State Avenue Kansas City, KS 66112 913-334-1100	No (KACE web postings ended on 6/30/18)	0
27	Kansas State University Debbie Owens 100 Holtz Hall Manhattan, KS 66506 785-532-6506	No	0
28	Kansas University Patty Noland 1435 Jayhawk Blvd, Room 210 Lawrence, KS 66045 785-864-4755	No (KACE web postings ended on 6/30/18)	0
29	Kansas Works Jill Zimmerman 203 N. 10th Salina, KS 67401 785-827-0385	Yes	0
30	KETCH Employment Services Lisa Webb 1006 E. Waterman Wichita, KS 67211 316-383-8845	Yes	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
31	McPherson College 1600 E. Euclid St. McPherson, KS 67460 800-365-7402	No (KACE web postings ended on 6/30/18)	0
32	Media Line Rich Box 51909 Pacific Grove, CA 93950 800-237-8073	No	0
33	Metropolitan Community College 3200 Broadway Kansas City, MO 64111 816-604-1000	No (KACE web postings ended on 6/30/18)	0
34	Missouri Western State University 4525 Downs Dr. Saint Joseph, MO 64507 816-271-4200	No (KACE web postings ended on 6/30/18)	0
35	National Asso of Hispanic Journalists Kevin Olivas 1000 National Press Bldg Washington, DC 20045 202-662-7168	No	0
36	Newman University 3100 McCormick Ave. Wichita, KS 67213 316-942-4291	No (KACE web postings ended on 6/30/18)	0
37	NewsCheck Media Jill Altman 24 W. Lancaster Ave., Ste. 205 Ardmore, PA 19003 610-715-9315	No (Must Pay for Ad)	0
38	Northwestern Oklahoma State University Jenny Redinger 709 Oklahoma Blvd Alva, OK 73717 580-327-8546	No	0
39	Ottawa University Joanna Walters 1001 S. Cedar Campus Box 10 Ottawa, Ks 66067 785-248-2352	No	0
40	Pittsburg State University Dr. Troy Comeau 1701 S. Broadway Pittsburg, KS 66762 620-235-4808	No (KACE web postings ended on 6/30/18)	0
41	Senior Services/Sr Employment Program Cherie Wenderott 200 S. Walnut Wichita, KS 67213 316-267-1771	Yes	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
42	SER Corporation Richard Lopez 1020 N. Main, Suite B Wichita, KS 67203 316-264-5372	Yes	0
43	Southwestern College Steve Kramer 100 College Street Winfield, KS 67156-2499 620-229-6267	No	0
44	Spots N Dots 1635 Old Highway 41, Ste. 112-338 Kennesaw, GA 30152 888-884-2630	No (Must Pay for Ad)	0
45	Sterling College 125 W. Cooper Sterling, KS 67579 800-346-1017	No (KACE web postings ended on 6/30/18)	0
46	Tabor College Wichita Carolyn T. 7348 W 21 st Street N, Ste 117 Wichita, KS 67205 316-729-6333	No	0
47	TVJobs Mark C. Holloway P O Box 4116 Oceanside, CA 92052 760-754-8177	Yes	0
48	The Broadcast Image Group Larry Rickel 200 E. Grayson St., Ste. 116 San Antonio, TX 78215 210-828-6664	No (Must Pay for Ad)	0
49	Truman State University 100 E. Normal St. Kirksville, MO 63501 660-785-4000	No (KACE web postings ended on 6/30/18)	0
50	Washburn University Kent McAnally 1700 College Topeka, KS 66621 785-670-1450	No	0
51	Wichita Area Technical College Jennifer Stanyer 301 South Grove Wichita, KS 67211 316-677-1065	No	0

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52	Wichita State University Megan Dugger 1845 N Fairmount, Campus Box 42 Wichita, KS 67260-0042 316-978-3435	Yes	1
53	Wichita Technical Institute Jeff Ranney 214 South Brunswick Wichita, KS 67209-2045 316-943-2241	No	0
54	Wichita Workforce Center Billy Nguyen 2021 N. Amidon, Ste. 1100 Wichita, KS 67203 316-771-6827	Yes	0
55	William Jewell College 500 College Hill Liberty, MO 64068 816-781-7700	No (KACE web postings ended on 6/30/18)	0
56	WSU Media Resource Center Greg Matthias 1845 N Fairmount, Campus Box 57 Wichita, KS 67260-0057 316-978-7760	No	0
57	YWCA Joann Hartig 1111 N. St. Francis Wichita, KS 67214 316-263-7501	Yes	0
58	Lockwood Broadcast Group Tiffany Humphrey 3914 Wistar Road Richmond, VA 23228 804-672-6565.	No (Source send postings to other Lockwood stations)	0
59	KAKE-TV Internal Job Posting	No	3
60	KAKE-TV Station Website Paul Meister www.kake.com	No	33
61	Walk in Applicant	No	1
62	Employee Referral	No	19
63	Non-employee Referral	No	6
64	KAKE-TV on air advertisement	No	0

TOTAL INTERVIEWEES OVER 12-MONTH PERIOD: 69

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III. RECRUITMENT INITIATIVES

#	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Establish an internship program designed to assist members of the community in acquiring skills needed for broadcast employment.	<p>KAKE-TV hosted 9 college and 2 high school interns during the reporting period. Students typically spend approximately 15 hours a week for a semester working in the news, sports, weather, promotions, or production departments. The students receive academic credit from their school for their unpaid work. The interns assigned to the news department were supervised by Assistant News Director, Dave Grant. We had one intern interested in weather who was supervised by Meteorologist, Cat Taylor. The interns' duties included observing various day-to-day activities in the newsroom, in the field, on the assignment desk, and in the weather center. Each intern is assigned to shadow a position they would like to pursue, which includes reporters, producers, photographers, and meteorologists.</p> <p>This year's interns were represented by the following schools: Valley Center High School (2) Wichita State University (4) Southwestern College (1) John Brown University (1) Friends University (1) Kansas State University (1) McPherson College (1)</p>
2	Participate in events sponsored by community groups interested in broadcast employment issues.	<p>KAKE-TV gave 8 station tours of the KAKE studio to area schools and community groups. The participants included students and sponsors who were shown the different departments and jobs that work together to make the television station run smoothly. After the tours the participants were given time to ask questions about areas of interest and job opportunities in the various broadcasting positions at the station. Penny Lamb led the station tours.</p> <p>The following groups were given tours of the station:</p> <p>1 - February 15, 2018 - Caldwell High School - 20 high school students 2 - June 19, 2018 - Small Wonders Childcare Center - 15 2nd - 5th grade students 3 - June 29, 2018 - American Eagle Club - 54 adults and retirees 4 - July 31, 2018 - Tree House Learning Center - 24 students - 1st - 4th Grade students 5 - August 2, 2018 - Basic Beginnings Preschool - 28 students - Ages 6 -12 6 - August 8, 2018 - Plymouth Preschool - 11 students - Kind - 5th Grade students 7 - December 18, 2018 - Honey Tree Academy - 13 students - 2nd - 6th Grade students 8 - January 3, 2019 - Wheatland Elementary- 25 students - 3rd Graders</p>

		<p>KAKE-TV also participated in five school-related events for students interested in the broadcasting field:</p> <p>1 – February 27, 2018 - KAKE Anchor/Reporter, Lily Wu, attended St. Margaret Mary Catholic School's career day. KAKE had a table to display information about the station and personnel. Students could ask Lily questions about her job at KAKE and she explained what she does for the station.</p> <p>2 – April 14, 2018 - KAKE Anchor/Reporter, Lily Wu, attended Wichita State University's Intro to Multimedia Class to give a career day talk. She visited the classroom of students and spoke to them about the broadcast field and opportunities and careers available.</p> <p>3 – April 27, 2018 - KAKE News Director, Anthony Maisel, served as a guest speaker at Wichita South East High School. He spoke to the broadcast class at their career day about what the news director does for the television station, what it takes to get into the broadcasting field, and the various positions in the newsroom and what they do for the station.</p> <p>4 – May 11, 2018 - KAKE Anchor, Jemelle Holopirek, and Photographer, Andy Duffy, attended Maize South Middle School's career day. Students were able to ask questions about broadcasting careers and were allowed to perform mock interviews and watch themselves on a television monitor.</p> <p>5 – June 21-22, 2018 - KAKE Meteorologist, Cat Taylor, attended the Girl Scout Camp and gave four one-hour group presentations over the two days. She talked to the Girl Scouts about broadcast meteorology and how weather relates to aviation so they could earn their Aviation Weather Badge.</p>
3	Sponsor events in the community designed to inform the public of employment opportunities in broadcasting.	<p>On June 7, 2018, KAKE-TV produced and sponsored the 10th annual Touch-A-Truck event that is held during the Wichita River Festival. This year's event included 55 community vehicles, including KAKE-TV's news reporting vehicles and our storm chasing vehicle. The event was organized and led by Jerone Hunter in the Promotions Department. Station reporters, photographers, and meteorologists were on-hand to answer questions about the vehicles and how they're used to do their job. Numerous employees from all departments of the KAKE staff volunteered their time to visit with the people in attendance and explained what they do for KAKE. A camera and television were set up for visitors to do mock interviews and watch themselves on a television monitor.</p>
4	Participate in job fairs	<p>KAKE-TV personnel participated in three Job Fairs during the reporting period:</p> <p>1 - April 11, 2018 - KAKE Anchor, Jemelle Holopirek, and Photographer, Andy Duffy, participated in a morning and afternoon session at the Career Expo at Cowley First in Winfield, KS which was attended by over 500 high school freshmen in Cowley County schools. They talked to students about careers in broadcasting and answered questions about school majors and internships available to students interested in pursuing a career in television broadcasting.</p> <p>2 - September 20, 2018 – KAKE Anchor, Alyson Acklin,</p>

	<p>attended the University of Central Oklahoma's Job Fair in Edmond, Oklahoma to talk to students interested in broadcasting careers. Alyson is a graduate of UCO and she talked to students about her job and duties at KAKE and other jobs and internships that are available at the station. Three students from UCO were hired as Multi-Media Journalists by KAKE-TV when they graduated in December 2018.</p> <p>3 – October 18, 2018 – KAKE Creative Services Director, John Sweeney, attended the Careers for the Creative Career Fair at Wichita State University. He met with current students and recent graduates and gave them information about careers at KAKE-TV in the creative/promotions area and what the employees in his department at KAKE do for the station. John also informed students about the internship program at KAKE and the opportunity to gain valuable experience for future job opportunities. On January 31, 2018 a student from the school will start an internship at the station.</p>
5	<p>Participate in events or programs sponsored by educational institutions relating to careers in broadcasting.</p> <p>KAKE-TV hosted five students from area high schools and organizations for a Job Shadow Day. The students were able to watch employees at KAKE as they performed their day-to-day duties.</p> <p>1. February 21, 2018 - An Employment Specialist at KETCH (Kansas Elks Training Center for Handicapped) who helps handicapped individuals obtain jobs in the workplace, supervised an individual who was interested in office work. Lori Johnson, Accounting/HR Manager, showed him how to file A/P invoices and make files for new vendors. The Employment Specialist evaluated his performance to see if he has the skills needed to be placed in an office job.</p> <p>2. February 21, 2018 – An Employment Specialist at KETCH (Kansas Elks Training Center for Handicapped) who helps handicapped individuals obtain jobs in the workplace, supervised an individual who was interested in doing janitorial work at a television station. The building cleaning company showed him how to do all the nightly janitorial duties at the station and the Employment Specialist evaluated his performance to see if he would be capable of being placed in a job in his area of interest.</p> <p>3. September 15, 2018 - Meteorologist, Cat Taylor, hosted a college student for a job shadow in the Weather Department. The student was given a tour of the station, shown the equipment used to forecast weather and create graphics, and was taught how to use the green screen that is used during weather segments in the newscasts.</p> <p>4. October 16, 2018 – A senior Great Bend High School student who is interested in a career in broadcasting chose to do his job shadow day in the KAKE newsroom. He shadowed Photojournalist, Elijah Higgins, and Reporter, Pilar Pedraza, as they put together a news story to be aired in the newscast later in the day.</p> <p>5. October 17, 2018 – A Cheney High School student did a job shadow for his Career Readiness class in the KAKE newsroom. He observed Reporter, Pilar Pedraza, and Photojournalist, Elijah Higgins, as they worked in the</p>

		newsroom on their story for a newscast. He chose to do his job shadow at KAKE because he wants to get a broadcasting degree in college.
6	Training of management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	<p>KAKE Management participated in three webinars aimed at preventing discrimination and/or ensuring equal opportunity in the workplace</p> <p>1. February 8, 2018 - KAKE department head managers participated in a webinar for "Preventing and Reporting Sexual Harassment and Discrimination in the Workplace". The webinar was presented by Cline Williams for the Nebraska Association of Broadcasters and stations in 13 other states, including Kansas. The webinar discussed the different types of harassment, how to document incidents, and the supervisors roles for reporting harassment in the workplace. Participants included General Manager - Neal Davis, Accounting/HR Manager - Lori Johnson, General Sales Manager - Jason Schlitz, Chief Engineer - Dale Morrell, News Director - Anthony Maisel, Creative Services Director - John Sweeney, and Local Sales Manager - Brenda Taylor.</p> <p>2. April 17, 2018 - Tiffany Humphrey, Director of Broadcast Operations for Lockwood Broadcast stations, participated in a webinar called "A Practical Approach to the Americans with Disability Act: Applying Performance and Conduct Standards to Employees with Disabilities". The webinar presented information on how to handle the hiring and employment of employees with disabilities. Tiffany shared the presentation materials with KAKE and the other Lockwood stations.</p> <p>3. May 23, 2018 - Lori Johnson, Accounting/HR Manager at KAKE participated in a webinar on "How to Remove Bias From Your Hiring Process" presented by Namely/Hired. The webinars explained the responsibilities of the hiring managers to ensure fair and equal opportunity for all job candidates applying for openings posted by the station.</p>