

EEO Public File Report

This Report covers full-time vacancy recruitment data for the period
August 1st, 2016 to July 31st, 2017.

- 1) Employment Unit: Sacramento Television Stations Inc.
- 2) Unit Members (Stations and Communities of License): KOVR/KMAX, Sacramento, CA
- 3) EEO Contact Information for Unit Member:

| | |
|---|---|
| Mailing Address: 2713 KOVR Drive West Sacramento, CA 95605 | Telephone Number: 916.374.1453 |
| | Contact Person: Ken Calderhead |
| | E-mail Address: kcalderhead@kmaxtv.com |

I. **Full Time Vacancies During Reporting Period – Jobs Filled**
(See Master Recruitment Source List for recruitment source data)

| Job Title: | Recruitment Source Notified of Job Vacancy | Recruitment Source of Hire |
|----------------------------|---|-----------------------------------|
| Account Executive | Christina Airola | 6 |
| Account Executive | Tara Savage | 6 |
| Administrative Assistant | Emily Steenbuck | 8 |
| Anchor | Bethany Crouch | 8 |
| Assignment Editor | Megan Powers | 6 |
| Creative Services Director | Robyn Keeney | 13 |
| Digital Sales Manager | Jennifer Taylor | 31 |
| Digital Sales Manager | Jeff Nesbit | 14 |
| Executive Producer | Trevor Zickgraf | 6 |
| Graphic Artist | Aaron Bolton | 6 |
| Inventory Coordinator | Michelle Reyes | 17 |
| Maintenance Engineer | Charles Tiffit | 6 |
| Maintenance Engineer | Michael Steiner | 8 |
| Maintenance Engineer | Jerry Tremblay | 6 |
| Master Control Supervisor | Carol Osgood | 6 |
| Master Control Technician | Lou Abello | 14 |
| Master Control Technician | Michael Jones | 6 |
| Photographer | Brian Farinas | 6 |
| Photographer | Evan Shumrak | 8 |
| Photographer | Leah Schwartz | 6 |
| Photographer/Editor | Seth Waters | 14 |
| Producer | Chyna Brown | 14 |
| Producer | Gammenia Vrioni | 6 |
| Producer | Kaitlin Lewis | 6 |
| Promotion Producer | Chris Emery | 14 |
| Reporter | Angela Greenwood-Ellis | 6 |
| Reporter | Carlos Correa | 6 |
| Reporter | Kinsey Schofield | 6 |
| Sales Assistant | Dana Thompson | 17 |
| Sales Assistant | Vikki Macias | 6 |
| Sales Assistant | Johana Allen | 6 |
| Sales Assistant | Samantha Sacco | 14 |

II. Master Recruitment Source List Utilized During Reporting Period

| Code # | Recruitment Source | Address | Contact | Phone | Requested Notification (Y/N) | Number of Interviewees Referred |
|--------|--|--|---|--------------|------------------------------|---------------------------------|
| 1 | America's Job Exchange (Distributed to list #3 below) | | Online CBS System | | YES | |
| 2 | Asian Resources | 5709 Stockton Blvd., Sacramento, CA 95824 | | 916-454-1892 | YES | |
| 3 | Cal State University, Sacramento | 600 J Street Sacramento, CA 95819 | Career Center | 916-278-7207 | NO | |
| 4 | California Broadcasters Association Job Bank | 915 L. Street, Suite 1150 Sacramento, Ca 95814 | Joe Berry - VP Director of Special Projects | 916-444-2237 | YES | |
| 5 | California State University, Chico | 400 West First Street Chico, CA 95929 | Placement Office | 530-898-5253 | NO | |
| 6 | CBS Applicant Tracking System | Brassring/Kenexa | Kenexa Posting | | | 67 |
| 7 | Chinese Community Services Center | 915 T. Street Sacramento, CA 95814 | Kevin Thai - Job Developer | 916-442-2523 | NO | |
| 8 | Employee Referral | CBS Television Stations | | | | 6 |
| 9 | Heald College | 7 Sierra Gate Plaza, Roseville, CA | Elizabeth Smith | 916-789-8600 | YES | |
| 10 | Hispanic Chamber of Commerce | 1451 River Park Dr #220 Sacramento, Ca 95815 | | 916-486-7700 | NO | |
| 11 | Inalliance | 6950 21st Ave. Sacramento, CA 95820 | | 916-381-1300 | NO | |
| 12 | Indeed | Online Job Bank | Website posting via CBS Applicant Tracking System (AJE) | | | 7 |
| 13 | Industry | | | | | 1 |
| 14 | Internal Candidate | CBS Corporation | | | | 19 |
| 15 | KMAX-TV CW31 Sacramento Website Posting | Job bank | Online website posting | | | |
| 16 | KOVR-TV CBS13 Sacramento Website Posting | Job bank | Online website posting | | | |
| 17 | Linked In | Online posting | Online website posting | | | 25 |
| 18 | MediaLine | PO Box 51909 Pacific Grove, CA 93905 | Mark Shilstone, Manager | 800-237-8073 | YES | |

| Code # | Recruitment Source | Address | Contact | Phone | Requested Notification (Y/N) | Number of Interviewees Referred |
|--------|--|--|--|--------------|------------------------------|---------------------------------|
| 19 | MTI Business Schools | 5221 Madison Ave. Sacramento, CA 95841 | Job Announcements | 916-339-1500 | NO | |
| 20 | National Assoc. of Hispanic Journalist | 1193 National Press Blvd. Washington, DC 20025 | | 202-662-7145 | NO | |
| 21 | Outside Talent Agency | Outreach | | | | |
| 22 | Placer ARC | 522 Vernon St Roseville, Ca 95678 | Office | 916-781-3016 | NO | |
| 23 | Referral | | | | | 14 |
| 24 | Sacramento AWRT | 1710 Arden Way, Sac,CA | Kristie Gong | 916-446-3333 | YES | |
| 25 | Sacramento Black Chamber of Commerce | 2655 Del Monte Street W. Sacramento, CA 95691 | L Buchanan | 916-374-9355 | YES | |
| 26 | Sacramento County Affirmative Action Coord. | 609 9th Street Sacramento, CA 95814 | Department of Personal Management | 916-874-7148 | NO | |
| 27 | Sacramento Job Corp Center | 3100 Meadowview Rd. Sacramento, CA 95832 | Joe Pearson - Career Transition Services | 916-394-0770 | YES | |
| 28 | Sacramento Society for the Blind – dist. <i>(Distributed to list #1 below)</i> | 1238 S Street Sacramento, CA 95811 | FRONT DESK | 916-452-8271 | YES | |
| 29 | Sacramento Urban League | 3725 Marysville Blvd. Sacramento, CA 95838 | Kevin Daniel | 916-561-0856 | NO | |
| 30 | Sacramento Works Career Center | 925 Del Paso Blvd., Suite 100 Sacramento, CA 95815 | Marketing Specialist | 916-263-3800 | NO | |
| 31 | Self-Referral | | | | | 5 |
| 32 | SETA | 5655 Hillsdale Blvd., Ste. 16 Sacramento, CA 95842 | J. Woods | 916-263-4100 | NO | |
| 33 | SETA Hillsdale Career Center | 5655 Hillsdale Blvd., Ste. 16 Sacramento, CA 95842 | Betty Conley | 916-263-4100 | YES | |
| 34 | Workforce Investment Board <i>(Distributed to list #2 below)</i> | 320 Campus Lane Fairfield, CA 94534 | | 707-863-3543 | YES | |

Total Interviewees for the 12 Month Period: 144

List #1 / Career Developers Network Partners Code #6:

Distributed by Sacramento Society for the Blind - Group contains over 200 career development professionals from the following agencies:

The Sacramento Career Developers Network includes over 200 people in an eight county area (Sacramento, Yolo, Yuba, Placer, Solano, El Dorado, San Joaquin, Sutter) who help other people find jobs. Members work for the community colleges, universities, one- stop career centers, the Employment Development Department, Department of Human Assistance and other non-profit and for-profit job development agencies.

- AARP
- ABC Resume Service
- Acustaff
- Advocacy, Resources and Choices
- Agency 4 on Aging
- All Sacramento Works Career Centers
- American River College
- Beale AFB Career Center
- BTTI
- California Department of Corrections
- California Indian Manpower Consortium
- California Youth Authority
- Center for Employment Training
- City of West Sacramento
- Cosumnes River College
- Department of Rehabilitation
- Elk Grove Unified School District Adult Education
- Elk Grove Unified School District High Schools
- Employment Development Department
- Fathers and Families
- Folsom Lake College
- Grant Joint Union School District
- Greater Sacramento Urban League
- Heald College
- Lutheran Charities
- Mercy Housing
- Nevada County Cal Works
- Norcal Center on Deafness
- Placer County Cal Works
- Pride Industries
- Randstad
- Sacramento Children's Home
- Sacramento City College
- Sacramento City Unified School District High Schools
- Sacramento County Department of Human Assistance
- Sacramento County Office of Education
- Sacramento Housing and Redevelopment Agency
- Sacramento Regional Occupational Program
- Sacramento Regional Transit
- San Joaquin County Worknet
- San Juan Unified School District
- Solano County Workforce Investment Board
- Tech Skills
- Turning Point
- United States Department of Veteran's Affairs
- University of California, Davis
- University of San Francisco
- University of the Pacific
- Vietnam Veterans
- Washoe Indian TANF
- Westaff
- Women's Empowerment

- o Yolo County Department of Employment Services
- o Yuba County Cal Works

**List #2 / Career Developers Network Partners Code #17:
Distributed by Workforce Investment Board**

- o Area Agency on Aging – Napa/Solano
- o Catholic Social Services
- o Chapman University
- o Christian Help Center
- o Contra Costa County – Employment & Human Services Div.
- o Dept of Rehabilitation – Solano
- o Diablo Valley College
- o Dixon Family Services
- o EastBay Works (Alameda & Contra Costa Counties)
- o EDDs – Solano, Yolo, Napa, Sonoma, Marin, Contra Costa, Alameda, Sacramento, Placer, etc.
- o Experience Works – Solano
- o Fairfield & Benicia Community Action Councils (CAC)
- o Fairfield – Suisun Adult School
- o Goodwill – multiple Counties
- o LDS Placement Services – Solano & Contra Costa
- o Mission Solano
- o Napa County – Various Departments
- o Napa Valley College
- o Oakland PIC
- o One Stop Career Centers in Solano, Yolo, Sonoma, Napa, Marin, Contra Costa, Alameda, Sacramento, and other Bay Area and Northern California Counties
- o Ready Center
- o Regional Occupation Program (Solano)
- o Sacramento Works
- o Salvation Army – Solano
- o SETA – Sacramento Employment & Training Agency
- o Society for the Blind – Sacramento
- o Solano Community College
- o Solano County Office of Education, incl. High Sch. Employment Programs
- o Solano Diversified Services
- o Success Center – Vallejo
- o Travis AFB Career Center and Transition Assistance Program
- o University of Phoenix
- o Vacaville Unified School District, Vallejo Unified School District
- o Veterans Representatives - EDD
- o ... and others.

**List #3 / Career Developers Network Partners Code #22:
Distributed by Workforce Investment Board**

- o Online job postings to community based organizations, State Employment offices, veterans, disabled and diversity candidates.

III. Supplemental Recruitment Measures

a) Job Fairs

| Description of Recruitment Measure: | Date: | Personnel Involved (Name & Position): |
|-------------------------------------|-------|---------------------------------------|
| N/A | N/A | N/A |

b) Internship

| Description of Recruitment Measure: | Date: | Personnel Involved (Name & Position): |
|--|--------|--|
| <p>1. Station Internship Program KMAX-31 and KOVR-13 continue to partner with various colleges, universities and technical schools to offer a widespread internship program that allows students to gain first-hand experience in the broadcasting field-includes news, graphic arts, production and promotions.</p> | Summer | <ul style="list-style-type: none"> • Tom Bell, News Director • Max Calise, Assignment Manager • Cameron Glenn, Web Master • Ken Calderhead, Business Manager |

c) Participation in Events

| Description of Recruitment Measure: | Date: | Personnel Involved (Name & Position): |
|---|-----------------------|--|
| <p>1. Da Vinci Charter Academy Guest Speaker Steve Garcia spoke to the Da Vinci Charter Academy Journalism class explaining to them the benefits of networking and investing yourself in a specific field of interest and sharing his experience as a photojournalism.</p> | 3/21/2017 | <ul style="list-style-type: none"> • Steve Garcia, Photo-journalist |
| <p>2. Sacramento County Sheriff's Community Impact At Risk 7th to 9th grade students came to Good Day with the Sacramento County Sheriff's Community Impact Department. The students spent hour learning about job opportunities in television and were a LIVE audience for Good Day.</p> | 4/12/2017 | <ul style="list-style-type: none"> • Bethany Crouch Anchor/Reporter • Good Day/News Staff |
| <p>3. Intro to TV Broadcasting Tina Macuha taught "Intro to TV Broadcasting" for the Academic Talent Search, speaking to the summer school class for 6th-9th graders at Sacramento State.</p> | 7/10/2017 – 7/14/2017 | <ul style="list-style-type: none"> • Tina Macuha, Anchor/Reporter |
| <p>4. Station Tours Station tours are given to various organizations and area school students for the primary purpose of providing an education experience to the viewing public as to the inner workings of the station.</p> | Year round | <ul style="list-style-type: none"> • Robyn Keeney, Creative Services Director • Mike Ball, Marketing Manager |

d) Training Management Personnel

| Description of Recruitment Measure: | Date: | Personnel Involved (Name & Position): |
|--|---------------------|--|
| <p>1. Training manual concerning Sexual Harassment & EEO</p> | All staff (at hire) | Training manual, including signed certification that all materials were read and understood. |

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|---|--|--|
| 2. Business Conduct Statement and Certification | All employees including Managers and Human Resources Employees | An on-line training program reviewing Company policies, the law and what the Company expects of employees. |
| 3. Cover EEO diversification each quarter – present our EEO figures for the past quarters and discuss ways to improve our diversification | All managers | Meeting presentation once each quarter |