

PBS Kansas Public Television
(formerly KPTS)
February 2020 through January 2021
FCC EOE Regulations Public File Report

The FCC's Equal Employment Opportunity regulations emphasize broad outreach and recruitment. The following EEO information is designed to assist and illustrate that PBS Kansas Public Television is in compliance with the Commission's current EEO rules, policies, and record-keeping requirements.

- Full time jobs filled
- List of recruitment sources used to fill each vacancy
- Recruitment sources contact information
- Yearly totals
- Outreach initiatives

Full Time Jobs Filled

February 2020 through January 2021

| Job Title | Recruitment source used to advertise | Number Interviewed | Recruitment source referring hired candidate | Employment Date |
|--|---|--------------------|--|-----------------|
| Director of Operations | Indeed, KAB Jobs | 1 | Referral | 1-18-2021 |
| Media Sales Specialist | KPTS website, email to staff, Handshake, KPTS social media, KU, KAB Jobs, Kansas Works, Indeed, Jobsearch | 6 | Indeed | 1-4-2020 |
| Master Control | KPTS website, email to staff, KPTS social media, Indeed, Jobsearch, cpb.org | 3 | Indeed | 5-26-20 |
| Programmer Assistant | KPTS website, KPTS social media, Indeed, Jobsearch, KAB | 2 | Referral | 7-1-20 |
| Executive Assistant / Membership Manager | KPTS website, email to staff, KPTS social media, Indeed, Jobsearch, cpb.org | 4 | Indeed | 6-1-2020 |

| | | | | |
|--|--|---|-----------------|----------|
| Special Events / Volunteer Coordinator | Email list, email staff, Indeed, Handshake, Jobsearch | 6 | Friend Referral | 5-4-2020 |
| Director of Development | Email list, KPTS website, posted in hallway, KPTS social media, Handshake, KU, KAB, Indeed, Kansas Works, Jobsearch, cpb.org | 6 | Email/website | 3-2-2020 |

Resource List

- Indeed
- MyPBS Job Openings
- PBS Kansas in-house posting (email sent to staff, and posted in hallway)
- PBS Kansas website (kpts.org) and social media
- Kansasworks.com jobs
- Kansas Association of Broadcasters jobs
- Handshake
- E-Mail
- Mail
- Walk-in
- Friend/Referral
- WSU Workshop

Job Posting Websites

- Kansas Association of Broadcasters – Jobs (kab.net/jobs)
- Indeed (indeed.com)
- PBS Kansas (kpts.org)

Recruitment Source Email List

(Requesting to be Notified of Job Postings)

- Melissa Flores – SER Corporation – receptionist@sercorp.com
- Ronnie Floerchinger – KANSEL – rfloerchinger@kansel.org

Recruitment Source Email List

(None have requested to be Notified of Job Postings)

- Cherie Wenderott Shields – Senior Services, Inc. – cheriew@seniorservicesofwichita.org
- Tammy Carrell – KETCH – tcarrell@ketch.org
- Bobbi Thomas – Southwestern College, Winfield, KS – bobbi.thomas@sckans.edu
- Betty Ann Kelly – Hutchinson Community College – KellyB@hutchcc.edu
- Ruth Ann Bolen, J.O.B.S., LLC – ruthannbolen@gmail.com
- Allison Sotkovski, KSU – allison@ksu.edu
- DES Employment Group – wichita@desemploymentgroup.com
- Non-Profit Chamber of Service – membership@nonprofitchamberks.org (\$50 fee to post)
- Faith Community Church – office@fccwichita.org
- University of Kansas – kucareer@ku.edu
- Leonor Loughridge, Director of Employment, Episcopal Social Services, Venture House, PO Box 670 Wichita, KS 67201 leonor.loughridge@esswichita.org
- LaChalle Shay, JUMP (Jobs U Make Possible) Co-Owner/President, 550 S. Oliver, Wichita, KS 67201 – lachalle.shay@gmail.com
- Linda Oxford, Director of Job Placement, CPRF (Cerebral Palsy Research Foundation), 5111 E. 21st St. North, Wichita, KS 67208 – lindao@cprf.org
- Anna R. Thomas, Department of Veteran Affairs, 5500 E. Kellogg, Wichita, KS 67218 – anna.thomas@va.gov

Recruitment Source Mailing List

(None have requested to be Notified of Job Postings)

| | | |
|--|---|--|
| Friends University 2100 W. University Wichita, KS 67213 | Andrea Walterscheid Mid America All Indian Center 650 N. Seneca Wichita, KS 67203 | KS State – Salina 2409 Scanlan Ave Salina, KS 67401 |
| Donna Volz Work Options 1406 N. Mosley Wichita, KS 67214 | Rev. W.C. Thomas St. Mary’s Baptist Church 1648 E. 17 th Wichita, KS 67214 | Sedgwick Co. Personnel 510 N. Main Wichita, KS 67203 |
| Bev Dunning Sedgwick Co. Ext. Office 7001 W. 21 st North Wichita, KS 67212 | Recruiter KS Army National Guard 3617 S. Seneca Wichita, KS 67217 | Wichita Area Technical College 4501 E. 47 th St. South Wichita, KS 67210-1651 |
| Bethany College 335 E. Swensson St Lindsborg, KS 67456 | Rev. W.C. Thomas St. Mary’s Baptist Church 1648 E. 17 th Wichita, KS 67214 | SRS Employment Preparation 230 E. William Wichita, KS 67202 |
| Bernie Jauregui American GI Form 3139 Cranberry Wichita, KS 67226 | Elaine Guillory KS African American Museum 601 N. Water Wichita, KS 67203 | Sharon Hartzel North High School 1437 Rochester Wichita, KS 67203 |
| Butler Workforce 524 N. Main El Dorado, KS 67042 | Angela Hunt P.O. Box 8155 Wichita, KS 67203 | Sheree Reub Sr. Work Experience Project 707 N. Main Wichita, KS 67203 |
| Northwest Christian Church 10850 W. 21 st St North Wichita, KS 67205 | Medical & Regional Office Ctr 5500 East Kellogg Wichita, KS 67218 | Univ of KS School of Law 204 Green Halls Lawrence, KS 66045-2380 |
| Susan Leiker City of Wichita 455 N. Main Wichita, KS 67202 | Rev. Lincoln Montgomery Tabernacle Baptist Church 1817 N. Volutsia Wichita, KS 67214 | Glenn C. Nelson, Jr. Grant Chapel AME 2750 Hillside Wichita, KS 67219 |
| Rita St. Mark’s United Methodist Church 1525 N. Lorraine Wichita, KS 67214 | Patty Noland Univ. of KS School of Journalism 200 Stauffer Flint Hills Lawrence, KS 66045-2350 | Knox Center 2924 E. Douglas Wichita, KS 67214 |
| Troy Pollard CSS 1929 W. 21 st Street Wichita, KS 67203 | Sandy Potterson Believers Tabernacle 2000 S. Hillside Wichita, KS 67216 | Ruth Pyrant Catholic Charities 437 N. Topeka Wichita, KS 67202 |
| Bethany College 300 E 27 th St | Lila Quinones Wichita Family Services Institute | Jeff Ranney Wichita Tech Institute |

| | | |
|--|---|---|
| North Newton, KS 67117-8061 | 1631 E. 17 th St. Wichita, KS 67214 | 2051 S. Meridian Wichita, KS 67213-1927 |
| Helen Scherer Central Community Church 6100 W. Maple Wichita, KS 67209-2129 | Angie Duntz Workforce Alliance 300 W. Douglas, Suite 850 Wichita, KS 67202 | Beverly Smith Langston Univ P.O. Box 608 Langstron, OK 73050 |

Outreach Initiatives

- 3/7/20 – “Wichita: The Air Capital” Premiere at the Wichita Orpheum
- 3/14/20 – KPTS Kids Club Event at the Wichita Toy Train Museum
- 9/14/20 – Wichita Rotary Club Meeting at KPTS
- 10/5/20 – Wichita Rotary Club Meeting at KPTS
- 10/14/20 – Newton Lions Club Meeting
- 11/16/20 – Wichita Rotary Club Meeting at KPTS

Staff Educational Training Opportunities / Webinars

- 4/7/20 – Membership Drive Webinar (T. Brooks)
- 4/9/20 – NASBA Webinar (T. Brooks)
- 4/14/20 – LBS Webinar (T. Brooks)
- 4/14/20 – Membership Responses and Resources for COVID-19 Webinar (T. Brooks)
- 4/17/20 – Engaging with Donors During COVID-19 Webinar (T. Brooks)
- 4/23/21 – LBS Survival Marketing Workshop (T. Brooks)
- 4/27/21 – Charity How-To/Monthly Donors/COVID-19 Webinar (T. Brooks)
- 4/28/21 – Membership Response Webinar (T. Brooks)
- 4/30/21 – Coronavirus Relief Fund Webinar (T. Brooks)
- 5/5/21 – Distance Learning Grant Webinar (T. Brooks)
- 5/6/21 – AI for Major Donors Webinar (T. Brooks)
- 5/8/21 – Fundraising Through Coronavirus Webinar (T. Brooks)
- 5/12/21 – You Can’t Sell It if You Can’t Tell It Webinar (T. Brooks)
- 5/13/21 – Nielsen & Coronavirus Impact Webinar (T. Brooks)

- 5/21/20 - CDP: Digital Search Service Webinar (T. Ball)
- 5/27/20 – Developing Impactful Case Statements Webinar (T. Brooks)
- 6/2/20 – Grant Seminar (T. Brooks)
- 7/15/20 - CDP: Conversational Texting (T. Ball)
- 7/15/20 – Text Webinar (T. Brooks)
- 7/21/20 - PBS Sustainer Coaching Lab: Data, Payments, & Reporting (T. Ball)
- 7/22/20 - Network for Good: More Than a Thank You: Donor Acknowledgements (T. Ball)
- 7/29/20 - Network for Good: Now & Later: Launching and Sustaining a Planned Giving Program (T. Ball)
- 7/30/20 - Demo and Discussion of Websys (T. Ball)
- 8/1/20 – 8/20/20 – Websys Training and Implementation (T. Ball)
- 8/4/20 - PBS Sustainer Coaching Lab: Digital Techniques (T. Ball)
- 8/25/20 - PBS Fall Fundraising Rally (T. Ball)
- 8/26/20 – Distance Learning Webinar (T. Brooks)
- 9/2/20 – Virtual Events Webinar (T. Brooks)
- 9/15/20 – Grant Webinar (T. Brooks)
- 9/16/20 – Virtual Strategies Webinar (T. Brooks)
- 10/28/20 – Planned Giving Webinar (T. Brooks and V. Hogstrom)
- October-November 2020 – CPB Harassment Training (Staff)
- 11/9/20 - PBS Fundraising Strategy Webinar (T. Ball)
- 11/16/20 – Online Adobe PDF Training Seminar (A. McGill)
- 12/15/20 – Grant Webinar (T. Brooks)
- OVEE Training (L. Wolf)
- Bento Training (L. Wolf)
- HR Training (N. Witte)
- ACT Training and Implementation (T. Ball)

Total Number of Applicants Interviewed: 27

Total Number Referred by Each Recruitment Source:

| Organization | Address | Contact | Phone | Number of Referrals | Number Interviewed |
|--------------------------|--|-----------------|--------------|----------------------------|---------------------------|
| KAB | Online | Phil Searle | - | 28 | 3 |
| Indeed | Online | Phil Searle | - | 170 | 23 |
| Kpts.org | Online | Arlene Williams | 316-838-3090 | 3 | 1 |
| Kansas Works | 2021 N. Amidon Wichita, KS 67203 | Sarah Deluna | 316-771-6817 | 1 | 0 |
| PBS Website | Online | Phil Searle | 316-838-3090 | 4 | 0 |
| Handshake | Online | Phil Searle | 316-838-3090 | 1 | 0 |
| E-Mail | Online | Phil Searle | 316-838-3090 | 16 | 6 |
| WSU Workshop | 1845 Fairmount St | Jim Grawe | 316-838-3090 | 1 | 0 |
| Friend/Personal Referral | None | Phil Searle | 316-838-3090 | 2 | 2 |
| Mail | 320 W. 21 st St North | Erin Kofoed | 316-838-3090 | 1 | 0 |
| Walk-in Applicants | 320 W. 21 st St North | Erin Kofoed | 316-838-3090 | 3 | 2 |



Member Certification Form

PBS Membership Station

Membership Certification and Agreement

FY 2021 (June 1, 2020 - May 31, 2021)

| | |
|---------------------|----------------|
| Status | Approved |
| First and Last Name | David Baes |
| Email Address | dbaes@kpts.org |

This PBS Member Station Membership Certification and Agreement (the "Agreement") is made by and between the Public Broadcasting Service, a District of Columbia not-for-profit corporation with its principal place of business at 2100 Crystal Drive, Arlington, Virginia, 22202, ("PBS") and KPTS ("Member Organization") the licensee of PBS member stations as further described below in Section I.

Member Organization hereby submits the following information and makes the designations and certifications for FY 2021 as set forth below:

I. Member Organization and Station Information

| | |
|---|---|
| Station Call Letters (or State Network) | KPTS |
| Licensee Organization (as listed on FCC license): | Kansas Public Telecommunications Services, Inc. |
| Operating Organization (if different) | N/A |
| License Type | Community |
| Organization Address | 320 West 21st Street Wichita, KS 67203 2499 |

Transmitter Information

| |
|--|
| Please list call letters and city of license for each transmitter below: |
| One VHF digital full power transmitter. |

Please detail below any changes to your transmitter or operation since your last membership certification submission that may have impacted your digital population coverage. (For example, change in the number of transmitters, location, power, etc.)

One UHF fill in translator

Digital Services

Please provide below the name and general description of each of your station's multicast channels. You should identify but do not need to provide a description of nationally packaged channels like PBS KIDS 24/7 Channel, World, Create, FNX, V-me.

| | |
|---------------------|--|
| Channel 1 | HD- NPS schedule & local |
| Channel 2 | Repeat NPS and Local |
| Channel 3 | Create |
| Channel 4 | PBS Kids (Beginning in August/September, 2019) |
| Channel 5 | |
| Primary PBS Channel | HD (8.1) |

Cable / Satellite / FiOS / Internet / Other

Please describe any additional services your station is providing via Cable, Satellite, FiOS, Mobile, the Internet. (e.g., an education channel on cable.)

Additional Services

| |
|-------------------------|
| Youtube TV |
| Additional FCC Licenses |
| None |

II. Designation of Representatives of Members

Article III of the PBS By-Laws requires that each Member annually designate three representatives as follows:

- - One professional representative, who shall be an officer or employee of the Member.
- Two lay representatives, each of whom shall be a member of that Member's Board of Directors (or equivalent governing body) or its designee, but in no event a person employed as a noncommercial broadcast professional; and

under the By-Laws, any one of the representatives, at the Member's designation, shall represent, vote and act for the Member in all affairs of PBS in which the Member is entitled to vote or participate (e.g., the Annual Meeting of the Members and the election of professional directors to the Board). A Member may change its representatives at will and may appoint a substitute representative by giving written notice to the PBS Corporate Secretary.

Please designate your station's professional and lay representatives below:

Professional Representative

| | |
|-----------|-------------------|
| Name | Victor A Hogstrom |
| Job Title | President & CEO |

| | |
|-----------------|---------------------------------------|
| Mailing Address | 320 W. 21st Street N.Wichita KS 67203 |
| Email Address | vhogstrom@kpts.org |
| Phone Number | 316-838-3090 ext 206 |

NOTE: For purposes of communications regarding governance and station services matters, PBS will contact the Professional Representative identified above.

Lay Representative 1

| | |
|-----------------|--|
| Name | Jacqeline Kelly |
| Job Title | Board of Trustees |
| Mailing Address | 7651 E. Central Park Ave.Bel Aire KS 67226 |
| Email Address | jkelly@belaireks.gov |
| Phone Number | 316-744-2451 ext 103 |

Lay Representative 2

| | |
|-----------|-------------------------|
| Name | Brian Adams |
| Job Title | Board of Trustees Chair |

| | |
|-----------------|---|
| Mailing Address | 1551 North Waterfront Pkway PO Box 637 Wichita, Kansas 67201 |
| Email Address | brian.adams@commercebank.com |
| Phone Number | 316-261-3682 |

III. Membership Certification

On behalf of the Member Organization, a member of the Public Broadcasting Service, I certify that the public television broadcast station or stations operated by the Member Organization shall at all times comply with the PBS By-Laws and the policies, terms and conditions of membership established thereunder (collectively, the “Membership Rules”), including, but not limited to:

- Policy on Admission to PBS Membership
- Benefits and Obligations of PBS Membership
- PBS Membership Eligibility Criteria and Requirements
- Terms and Conditions for Use of PBS Content
- Policy Governing PBS Program Differentiation Plan
- PBS Common Carriage Guidelines
- PBS Fundraising Programming (PFP)
- PBS Guidelines for At-Risk and Unserved Areas
- Policy Governing Use of the Passport Service

Policy Governing Use of PBS KIDS 24/7 Multicast Channel and Related Services

Policy Governing Use of PBS Content in Member Station and Third-Party Products and Services

- Criteria for Evaluation of Sister Station Eligibility for Separate PBS Membership
- Prerelease Guidelines for PBS Programs

PBS Policy on Member Station Accounts Receivable

I acknowledge that the Membership Rules are available to the Member Organization for review for review (at <https://hub.pbs.org/managing-your-station/pbs-policies-by-laws>) and that it is the Member Organization's responsibility to be aware of all current Membership Rules and any future modifications or additions thereto.

I further certify that the information provided in this Agreement is true and correct to the best of my knowledge and belief, and that I am authorized to make the certifications contained herein on behalf of the Member Organization. I understand and acknowledge that this certification is a requirement of membership in PBS.

| | |
|-----------|---|
| Signature | David Baes |
| Title | Director of Operations/Technology/Engineering |
| Date | 06/15/2020 |

If you have any questions about this certification, please contact Thomas Crockett (tcrockett@pbs.org).