

KTBY-TV

Annual EEO Public File Report

October 1, 2022¹

The information contained in the Report covers the period beginning October 1, 2021, to and including September 30, 2022.

This Report contains the following information:

1. A list of full-time vacancies filled by KTBY-TV during the applicable period,
2. For each vacancy, the recruitment sources utilized to fill the vacancy (including, if applicable, organization entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO rule), identified by name, address, contact person and telephone number,
3. The recruitment source that referred the hiree for each full-time vacancy during the application period,
4. Data reflecting the total number of persons interviewed for full time vacancies during the applicable period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC rules.

Appendices 1, 2, and 3, which follow, have been designed in the aggregate to provide the required information.

For purposes of this Report, a vacancy is deemed “filled” not when the offer was extended but when the hiree accepted the job offer. A person deemed “interviewed” whether he or she was interviewed in person, over the telephone or by email.

Notification of Job Vacancies

KTBY License LLC, licensee of KTBY, is an equal opportunity employer. KTBY License LLC provides notification of full-time job vacancies to organization job seekers. Any organization which would like to receive notification of job openings at our station should contact us and request to be included on our employment opportunity notification list. Organizations can make such request by mail 2700 E. Tudor Rd. Anchorage, AK 99507, fax 907-561-1377, or email cfielder@coastaltvgroup.com. When making such requests, please provide the name of your organization, the address, the phone number, the fax number, and name of the contact representative to whom notifications should be sent.

¹ Revised February 14, 2024.

Appendix 1
EEO Public File Report

Covering the period from October 1, 2021, to September 30, 2022.

Station Compromising Station Employment Unit: KTBY-TV

Section 1: Vacancy Information

Full time position filled By Job Title	Date Filled	Recruitment Sources Used	Recruitment Source of Hiree	Number of Persons Interviewed
Account Executive	01/10/22	Indeed.com; youralaskalink.com, Personnel Plus	Indeed.com	5
Account Executive	01/31/22	Indeed.com; youralaskalink.com, Personnel Plus	Indeed.com	25
Multi-media Journalist	02/21/22	Indeed.com	Indeed.com	7
Account Executive	02/28/22	Indeed.com; youralaskalink.com	Indeed.com	18
Multi-media Journalist	05/04/22	Indeed.com	Indeed.com	6
Account Executive	05/12/22	Indeed.com; youralaskalink.com	Indeed.com	5
VP of Community Outreach & Anchor	06/06/22	Former Employee	Prior Employee	1 ²
Sales Coordinator	07/11/22	Indeed.com	Indeed.com	14
News Photographer	09/26/22	Employee Referral	Employee Referral	1 ³

² Position was filled under exigent circumstances when a former on-air personality with deep roots in the Anchorage community, but who had been away from broadcast for a number of years, expressed an interest in returning to an on-air role. In consideration of this individual's unique and exceptional talents, and in particular her deep roots in this remote Alaska market, Licensee created a position to retain this individual's talents after determining that it would be impossible to find a similar talent through recruitment.

³ As explained in Appendix 3 below, this position was created as a full-time internship opportunity to allow an individual who had not had previous broadcast employment experience to develop her talents in the industry and is reported as a full-time position filled only in the interests of full disclosure.

Appendix 2

EEO Public File Report Form

Covering the period from October 1, 2021, to September 30, 2022.

Station Compromising Station Employment Unit: KTBY-TV Section

2: Recruitment Source Information

Recruitment Source	Address	Contact Person	Phone Number	Total # of interviewees this source has provided during this period
Youralaskalink.com	2700 E Tudor Rd Anchorage, AK 99507			0
Indeed.com		Indeed.com		80
Personnel Plus	1500 W. 33 rd Ave #220 Anchorage, AK 99503	Shayleene Evans	907-563-7587	0
Former Employee	2700 E Tudor Rd Anchorage, AK 99507			1
Employee Referral				1

Note: No sources entitled to notification of open positions

Appendix 3

EEO Public File Report Form KTBY-TV

This Appendix contains a narrative description of the station’s supplemental outreach efforts covering the period from October 1, 2021, to September 30, 2022.

<i>Section 73.2080(c)(2) category</i>	<i>Station Initiative(s)</i>
(c)(2)(viii) – Establishment of training programs to enable station personnel to acquire skills that could qualify them for higher level positions	<i>Instituted news training program:</i> In June 2022, an outside news consultant flew into the market and trained recently hired African American and Native Alaskan Multi-Media Journalists live on all the key responsibilities of the News department to assist them in advancing their careers.
	<i>Continued sales training programs:</i> This year we have enhanced our training for our sales team under our Chief Revenue Officer and with training programs such as The Media Group Online. This training is to supplement and challenge account executives to extend their sales base deeper within the local community and provide them with improved sales techniques to enable them to advance their careers. In July 2022, we created the sales coordinator position to assist our account executives. It is our hope that our current sales coordinator will grow with the company and be able to be promoted to an account executive role after gaining adequate experience. The job responsibilities of the sales coordinator educate that person on a day-to-day basis on our product that our Account Executives sell, creating a nearly seamless transition for that person to be promoted to an Account Executive position.
	<i>General Employee training:</i> In April 2022, our hiring managers attended a seminar given by our FCC attorney on the FCC rules and regulations for handling political advertising campaigns and public file issues. The seminar was well received and appropriate for the upcoming political season.

<p>(c)(2)(xiv) – Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination</p>	<p>This past October 2021 we retained the services of an executive recruiter that ensures that our hiring practices are non-discriminatory and in compliance with EEO regulations. Furthermore, he helps source multiple job positions throughout the company and works with hiring managers to retain and grow a diverse staff. He has provided training to those hiring managers to ensure that they conduct hiring in a non-discriminatory manner.</p>
<p>(c)(2)(ix) – Establishment of a mentoring program for station personnel</p>	<p>To build on the initial training provided to our recently-hired Multi-Media Journalists, licensee’s corporate News Director, who has decades of Broadcast and Journalism experience began mentoring these previously inexperienced News Multimedia Journalists, and continues to do so today.</p>
<p>(c)(2)(v) – Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment</p>	<p>We have been working for some time to develop an internship program. In September 2022, we instituted that internship program when approached by a member of the community who wanted to enter the broadcast industry as a photograph/videographer, but did not have broadcast experience. While the station did not have any open positions, we created a full-time intern position to enable this individual, who had non-broadcast photography experience, to expand and develop those skills to allow her to develop a career in the broadcast industry. (Note that for purposes of full disclosure, we identified this individual as a full-time hire above, although they were hired as a full-time intern).</p>