

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16 - 09/30/17

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
Multi-skilled Journalist	1-27, 30 34, 41-44	23
Digital Sales Specialist	1-18, 23, 24, 25, 42-44, 48	43
News Producer	1-27, 30, 34, 41-44, 47	41
Account Executive	1-18, 23, 24, 25, 42-44, 48	48
News Producer	1-27, 30, 34, 41-44	42
Photographer/Editor	1-27, 30, 34, 41-44	42
Integrated Account Executive	1-18, 23, 24, 25, 42-44, 48	48
Multi-skilled Journalist	1-27, 30, 34, 41-44	41
Account Manager	1-18, 23, 24, 25, 42-44, 48	43
News Producer	1-27, 30, 34, 41-44	42
Photographer/Editor	1-27, 30, 34, 41-44	42
News Producer	1-27, 30, 34, 41-44	41
News Producer	1-27, 30, 34, 41-44	22
Marketing Producer	1-25, 35, 42-44,	23
Consumer Insights Analyst	1-18, 23, 24, 25, 42-44, 47	47
Multi-skilled Journalist	1-27, 30, 34, 41-44	24
Multi-skilled Journalist	1-27, 30, 34, 41-44	42
Multi-skilled Journalist	1-27, 30, 34, 41-44	23

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16 - 09/30/17

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Sales Assistant	1-18, 23, 24, 25, 42-44	43

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
1	WorkSource Spokane Business Solutions Jeff Miller 130 S. Arthur, Spokane, WA 99202 Phone: 509/532-3136 Fax: 509/532-3186 Email: jemiller@esd.wa.gov www.go2worksource.com	N	0
2	YWCA Women's Resource Center Job Placement Coordinator 930 N. Monroe Phone: 509/326-1190 Fax: 509/326-1597	N	0
3	Martin Luther King Jr. Family Outreach Center Ashley Suter, Job Placement Coordinator 845 Sherman St., Spokane, WA 99202 Phone: 509/455-8722, ext. 206 Fax: 509-455-3643 Email: fes@mlkspokane.org www.mlkspokane.org	N	0
4	NAACP, Spokane Chapter James Wilburn P.O. Box 18968 Spokane, WA 99228 Phone: 509/ 323-6368 www.spokanenaacp.org	N	0
5	Northeast Community Center Amber Burnett N. 4001 Cook Spokane, WA 99207 Phone: 509/487-1603, Ext. 263 Fax: 509/489-3849 Aburnett.necca@gmail.com	N	0
6	East Central Community Center Sonya Ellis, Job Placement Coordinator 500 S. Stone Street Spokane, WA 99201 Phone: 509/625-6699 Fax: 509/625-6915 Email: sellis@spokanecity.org	N	0

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
7	American Indian Community Center Job Placement Coordinator 801 E. 2 nd Ave., Suite 10 Spokane, WA 99202 Phone: 509/535-0886 Fax: 509/534-7210 www.aiccinc.ning.com	N	0
8	AARP Foundation Work Search Annie Shaw 222 W. Mission Ave., Suite118 Phone: 509/325-7712 Fax: 509/325-7729 Email: scsreiter@aol.com	N	0
9	Filipino American Association of the Inland Northwest Job Placement Coordinator 6107 S. Madelia Spokane, WA 99223	N	0
10	Spokane Southside Senior Center 3151 E. 27 th Avenue Spokane, WA 99223 Phone: 509/535-0803 www.sssac.org	N	0
11	West Central Community Center Caroline Finley N. 1603 Belt Spokane, WA 99205 Phone: 509/326-9540 Fax: 509/326-2347 Email: cfwcc@wcca.net www.myspokane.net/wccc	N	0
12	LDS Employment Resource Services Bret Clifton 200 N. Mullan, Suite 220 Spokane, WA 99206 Phone: 509/928-2534 Fax: 509/922-3556 Email: wel-ec-spokane@ldschurch.org	N	0

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
13	Whitworth University Career Services Andrew Pyrc 300 West Hawthorne Rd. Spokane, WA 99251 Phone: 509/777-3272 Fax: 509/777-3731 Email: careerservices@whitworth.edu www.whitwork.edu/careerservices	N	0
14	Gonzaga University Career Planning & Placement Mary Ritter Heitkemper E. 502 Boone Ave., MSC 2462 Spokane, WA 99258 Phone: 509/313-4231 Fax: 509/313-5872 Email: careercenter@gonzaga.edu	N	0
15	Spokane Community College Workforce Education & Career Services Linda Wilson N. 1820 Green St. MS2063 Spokane, WA 99217 Phone: 509/533-8678 Fax: 509/533-8681 Email: lwilson@scc.spokane.edu	N	0
16	Spokane Falls Community College Career & Student Employment 3410 W. Ft. George Wright Drive, MS-3172 Spokane, WA 99224-5288 Phone: 509/533-3540 Fax: 509/533-4563 Email: aaronc@spokanefalls.edu www.myinterfase.com/spokanefalls/employer	N	0
17	Eastern Washington University Career Services Job Placement Coordinator 114 Showalter Hall Cheney, WA 99004-2431 Phone: 509/359-6365 Email: careers@ewu.edu https://ewu-csm.symplicity.com/employers	N	0

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
18	University of Washington Career Services Alyce Mallett 134 Mary Gates Hall Box 352810 Seattle, WA 98195 Phone: 206/543-0535 https://washington-csm.symplicity.com	N	0
19	Washington State University Murrow College of Communication Marvin Marcelo P.O. Box 642520 Pullman, WA 99164-2520 Phone: 509/335-8835	N	0
20	University of Oregon School of Journalism & Communications Bill Morrill Career Services Coordinator 1275 University of Oregon Eugene, OR 97403 541/346-2171	N	0
21	University of Idaho School of Journalism & Mass Media Glenn Mosley and Karin Clifford P.O. Box 443178 Moscow, ID 83844-3178 208/855-6458 gmosley@uidaho.edu karinc@uidaho.edu	N	0
22	University of Montana School of Journalism Denise Dowling 32 Campus Dr., Don Anderson Hall Missoula, MT 59812 Phone: 406/243-4001 Email: denise.dowling@mso.umt.edu www.jour.umt.edu	N	2
23	KREM TV www.KREM.com Terry Coker 4103 S. Regal Street Spokane, WA 99223 Phone: 509/448-2000	N	11

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
24	TEGNA Website www.tegna.com 7950 Jones Branch Drive McLean, VA 22107 Phone: 703/854-5000	N	13
25	Career Builder CB Corporate Headquarters 200 N. LaSalle Street, Suite 1100 Chicago, IL 60601 773/527-3600 www.careerbuilder.com	N	0
26	National Association of Hispanic Journalists Michele Vignoli 1193 National Press Building Washington, DC 20045 Phone: 202/662-7145	N	0
27	Asian American Journalists Association Kathy Chow 5 Third Street Suite 1108 San Francisco, CA 94103 Phone: 414/346-2051	N	0
28	PROMAX & BDA Anush Payaslyan 9000 W. Sunset Blvd., Suite 900, Los Angeles, CA 90069 310/788-7600	N	0
29	MediaRecruiter.com 9457 S. University Blvd. #303 Highland Ranch, CO 80126 Phone: 303/400-5150 Email: art@mediarecruiter.com	N	0
30	Medialine Mark Shilstone P.O. Box 51909, Pacific Grove, CA 93950 Phone: 800/237-8073	N	0
31	Collective Talent Michael Bille 1721 Richardson Place Tampa, FL 33606	N	0

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
32	tvnewscheck.com Steve Stoltz Director, Classified Advertising Phone: 215/901-9495 Email: steve.stoltz@newscheckmedia.com	N	0
33	Craigslist Spokane Craig Newmark P.O. Box 225159 San Francisco, CA 94122-5159 Phone: 415/566-9844 http://spokane.craigslist.com	N	0
34	Tvjobs.com Mark Holloway P.O. Box 4116 Oceanside, CA 92052-4115 Phone: 800/374-0119 Fax: 760-754-2115 Email: jobs@tvjobs.com www.tvjobs.com	N	3
35	Frank N. Magid Associates, Inc Pat Maday One Research Center Marion, Iowa 52302 Phone: 319/447-5488	N	1
36	Lost Remote Cory Bergman Cory@lostremote.com www.lostremote.com	N	0
37	Society of Broadcast Engineers 9102 North Meridian Street Indianapolis, IN 46260 Phone: 317/846-9000 www.sbe.org	N	0
38	Spokesman Review Jean Robinson P.O. Box 2160, 999 West Riverside Avenue Spokane, WA 99210 Phone: 509/459-5125 Fax: 509/459-5156 Email: commercialclass@spokesman.com	N	0

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
39	Spots n Dots.com 1635 Old Highway 41 NW Suite 112-338 Kennesaw, GA 30152 Phone: 888/884-2630 Email: ads@spotsndots.com	N	0
40	Washington State Association of Broadcasters Char Myers 724 Columbia Street NW, Suite, 310 Olympia, WA 98501 Phone: 360/705-0774 Fax: 360/705-0873 Email: wa-broadcasters@earthlink.net www.wsab.org	N	0
41	TEGNA Corporate Recruiter	N	3
42	Word of Mouth Referral	N	6
43	Employee Referral	N	4
44	Internal Candidate	N	5
45	Graeme Newell (Television marketing newsletter & job listing service) 1011 Lyndhurst Falls Lane Knightdale, NC 27545 Phone: 919/217-4438 Email: gnewell@602communications.com	N	0
46	Greater Spokane Incorporated 801 W. Riverside Ave. #100 Spokane, WA 99201 Phone: 509/624-1393 www.greaterspokane.org	N	0
47	Indeed.com 177 Broad Street, 6 th Floor Stamford, CT 06901 www.indeed.com	N	4

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
48	LinkedIn Corporation 2029 Stierlin Court Mountain View, CA 94043 www.linkedin.com	N	15
TOTAL INTERVIEWEES OVER REPORTING PERIOD			67

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	10/01/16 Ongoing	Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	TEGNA Labor Relations provides a series of monthly webinar training sessions for HR Business Partners to stay informed of current and changing employment laws. Best practices are discussed and HR Business Partners then share this topical information with their Executive Teams.	1	HR Director
	10/01/16 Ongoing	Establishment of an intern program designed to assist members of the community	<p>KREM established a uniquely focused News Producer Internship Program to address an industry-wide shortage of qualified news producers. This 16-week intensive program provides targeted broadcast and digital news producing instruction and on-the-job training. Our News Director works with area University Professors to provide curriculum feedback for skill-set requirements and does extensive outreach to bring in a diverse group interns.</p> <p>During this reporting period we hosted (3) interns representing:</p> <ul style="list-style-type: none"> - (3) Washington State University students - Fall 2016, Winter 2017, Spring 2017 	2	News Director Assistant News Director
	10/01/16 Ongoing	Establishment of a mentoring program	KREM News is pleased to continue the Anchor Mentoring Program again in 2016-2017 where our more experienced anchors mentor our newer journalists with bi-weekly coaching sessions and critiques. It provides great coaching and feedback for our less experienced journalists and creates a natural opportunity for our Anchors to develop their coaching skills. This reporting period we had 7 mentoring teams in place.	15	Anchors Multi-skilled Journalists

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	10/06/16 through 09/30/17	Participate in event sponsored by community groups interested in broadcast employment issues	TEGNA teamed up with American Corporate Partners (ACP), a national nonprofit focused on assisting returning veterans in building their next careers through one-on-one mentorship and professional networking opportunities. During this reporting period we had a station Account Executive provide mentorship and career guidance to (2) returning veterans for a full year.	1	Executive
	10/11/16	Participate in event sponsored by educational institution relating to broadcast careers	News Director spoke to senior and junior level Broadcast Journalism classes at Washington State University about industry trends, internships and today's digital newsrooms and offered insight into pursuing a career in the broadcast industry.	1	News Director
	11/10/16	Participate in other activities designed by the station employment unit	KREM Community Marketing hosted 6 high school class visits during the year between 11/10/16 to 05/18/17 as part of a station activity called Credit 2 Kids that rewards and recognizes kids that are achieving great things in their communities.	2	Community Marketing Director Sales and Special Projects Manager
	11/23/16	Participate in event sponsored by educational institution relating to broadcast careers	News Anchor hosted a Washington State University Journalism student for a 1-day Job Shadow. Activities included attending a news editorial meeting and observing the preparations required to put on a newscasts.	1	News Anchor
	01/18/17 & 06/14/17	Training Program designed to enable station personnel to acquire skills that could qualify them for higher level positions	KREM MSJ provided a training workshop for staff photographers and MSJ's to share best practices, enhance skill sets and discuss innovative ideas and techniques to try out in the field.	16	Station Photographers and Multi-skilled Journalists

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	02/24/17	Participate in event sponsored by educational institution relating to broadcast careers	Director of Operations hosted a student from St. Michael's Academy for a job shadow experience. His agenda included observing a newscast from the director's booth, meeting with our Marketing Director and getting a behind-the scenes tour of the technical operation of a TV studio.	1	Director of Operations
	03/07/17	Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	As part of a company-wide training initiative, all managers/supervisors were provided with face-to-face Harassment Prevention Training conducted in-person by TEGNA Labor Relations. Further rollout included an online training module (Harassment: Maintaining A Respectful Work Environment) required for all non-managers and employees.	102	Station Executive Team, Managers, Supervisors and Employees
	03/08/17	Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	Performance Feedback and Coaching training was provided to all station managers and supervisors. This in-person training session was conducted by TEGNA Labor Relations at the station.	15	Station Executive Team, Managers and Supervisors
	03/07/17 & 06/09/17	Participate in event sponsored by educational institution relating to broadcast careers	Sports MSJ spoke to 2 different senior level sports journalism classes at Washington State University about the changing role of sports journalism, the importance of digital first newsgathering and the growing trend towards opinion and storytelling over highlights. He also offered insight into pursuing a career in the broadcast industry.	1	Sports MSJ
	03/22/17	Participate in event sponsored by educational institution relating to broadcast careers	News Director was guest speaker at Gonzaga University's senior level Broadcast Ethics class about ethical decision making on all digital/social platforms. He offered insight into pursuing internships and careers in the broadcast industry.	1	News Director

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	03/30/17	Participate in event sponsored by educational institution relating to broadcast careers	News Director devoted a full day to speaking to 4 different classes at Washington State University including a Senior and Junior Level Broadcast Journalism class, Digital News Writing class and Senior Level Sports Journalism Class. He offered insight into pursuing a career in the broadcast industry.	1	News Director
	04/25/17	Participate in event sponsored by educational institution relating to broadcast careers	News Director was guest speaker at Gonzaga University's junior level Broadcast Journalism class. He talked about broadcasting basics and offered insight into pursuing a career in the broadcast industry.	1	News Director
	05/15/17	Training Program designed to enable station personnel to acquire skills that could qualify them for higher level positions	(28) Station managers, supervisors and sales staff completed the TEGNA Ethics online training between 05/15/17 – 06/15/17. The training is designed to ensure station personnel are compliant with policy and understand their role in the organization. The Human Resources Director ensured timely completion of training.	29	Executive Team Managers/Supervisors Account Executives Sales Account Managers
	05/23/17	Participate in event sponsored by educational institution relating to broadcast careers	Director of Operations joins the Advisory Committee for the Vocational Skills Center in Spokane. As an advisory committee member, he offers feedback for curriculum development to help better prepare students for broadcast technical careers.	1	Director of Operations
	05/26/17	Participate in other activities designed by the station employment unit	KREM In The Classroom is a program developed by the station to educate students about the science of weather and weather forecasting. KREM Meteorologist visited 30 classrooms in the Spokane viewing area during this reporting period and created interactive activities to get kids interested in science.	3	Meteorologist Photographer/Editor Marketing Producer

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	06/19/17	Training Program designed to enable station personnel to acquire skills that could qualify them for higher level positions	Senior Marketing Producer attended the annual PROMAX Station Summit 06/19/17 – 06/23/17 in Las Vegas. The event is created exclusively for television station marketing and promotion professionals devoted to making you smarter, more creative and ready to face the challenges ahead.	1	Senior Marketing Producer
	06/26/17	Program designed to enable station personnel to acquire skills that could qualify them for higher level positions	News Director, Digital News Manager and Marketing Director attended the TEGNA Content Summit in McLean, VA for 3 days in June. The primary focus was radically changing the way we connect and interact with our customers/viewers on every distribution platform through content innovation.	3	News Director Marketing Director Digital News Manager
	07/19/17	Participate in event sponsored by community groups interested in broadcast employment issues	Community Marketing Director and Meteorologist partnered with local community group SPARK Central to provided instruction and interactive activities for a 2-day Journalism Camp for individuals interested in pursuing careers in the broadcast industry.	2	Community Marketing Director and Meteorologist
	08/15/17	Training Program designed to enable station personnel to acquire skills that could qualify them for higher level position	KREM Assistant News Director attended the 3-day TEGNA Innovation Summit in McLean Virginia. She was among a group of “innovators” selected from TEGNA Stations across the county to brainstorm innovative new content segments and pilot ideas for TEGNA and KREM.	1	Assistant News Director

KREM-TV/KSKN (TV)
EEO PUBLIC FILE REPORT
10/01/16- 09/30/17

	Date	Type of Recruitment Initiative (Menu Selection)	BRIEF DESCRIPTION OF ACTIVITY	No. of Station Participants	Participant Title
	08/29/17	Participate in event sponsored by educational institution relating to broadcast careers	News Director became an Adjunct Professor for Gonzaga University's Broadcast Journalism Program. He teaches one weekly evening class and topics include necessary changes broadcast journalism must go through to survive, the basics of broadcast storytelling and ethical decision making. This is a great vehicle for him to continuously recruit and offer insight into pursuing a career in the broadcast industry. He also hosted students for a station tour and visit followed by a Q&A session.	1	News Director
	09/05/17	Participate in event sponsored by educational institution relating to broadcast careers	News anchor spoke to Gonzaga University's Broadcast Journalism class about her background, experience, role as a newsroom leader/mentor and offered insight into pursuing a career in the broadcast industry.	1	News Anchor
	09/07/17	Participate in event sponsored by educational institution relating to broadcast careers	Assistant News Director hosted a station visit with the Director of Development for the University of Montana Journalism School to discuss KREM's recruiting strategies for UMT journalism students.	1	Assistant News Director