

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period December 1, 2020 to November 30, 2021.

- 1) Employment Unit: **CBS Television Stations, Inc.**
- 2) Unit Members (Stations and Communities of License): **KCNC, Denver, Colorado**
- 3) EEO Contact Information for Unit Member: **Bryan Kortum**

Mailing Address: KCNC-TV 1044 Lincoln Street Denver, Colorado 80203	Telephone Number: 303-830-6531
	Contact Person: Bryan Kortum
	E-mail Address: bdkortum@cbs.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 Hiree
News Producer	1 – 34	32
Account Executive	1 – 34	33
Account Executive	1 – 34	Internal Promotion
Digital Line Producer	1 – 34	Internal Promotion
Anchor/Reporter	1 – 34	33
Marketing Coordinator	1 – 34	32
Digital Line Producer	1 – 34	Internal Promotion
Video Editor	1 – 34	33
Producer	1 – 34	33
News Reporter/Weekend Morning Anchor	1 – 34	Internal Promotion
MMJ	1 – 34	33
News Reporter/Weekend Evening Anchor	1 – 34	Internal Promotion
Writer/Video Editor	1 – 34	32
Operations Technician	1 – 34	33
VP/GM	1 – 34	32
MMJ	1 – 34	Internal Promotion
Assignment Editor/Digital Content Producer	1 – 34	30
MMJ	1 – 34	30
News Director	1 – 34	Internal Promotion

Digital Content Producer/Assignment Editor	1 – 34	30
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II. MASTER RECRUITMENT SOURCE LIST UTILIZED DURING REPORTING PERIOD

CODE #	RECRUITMENT SOURCE	ADDRESS	CONTACT	PHONE	REQUESTED NOTIFICATION (Y/N)	NUMBER OF INTERVIEWEES REFERRED
1	Adams County Workforce & Business Center	12200 Pecos Street Westminster, CO 80234	acbusvc@adcogov.org	720-523-6900	N	
2	African American Leadership Institute	700 E. 24 th Ave. Suite 8 Denver, CO 80205	Linda Williams	303-299-9055	N	
3	Alliance of Professional Women	P.O. 480384 Denver, CO 80248	Emily Roe apwcolo@yahoo.com	303-368-4747	N	
4	American Sportscasters Association Inc.	225 Broadway, #2030 New York, NY 10007	Louis Swartz inquiry@americansportscasteronline.com	212-227-8080	N	
5	Art Institute of Colorado, The	1200 Lincoln St. Denver, CO 80203	Carol Lundin clundin@aii.edu	303-824-4921	N	
6	Asian Chamber of Commerce	924 West Colfax Ave Suite 104G Denver, CO 80204	info@ACCColorado.org		N	
7	Auraria Higher Education Ctr-CCD	P.O. Box 173361 Denver, CO 80127	Human Resources Dianda.coe@ahcc.edu		N	
8	Center for Women's Employment Education	1175 Osage Street #300 Denver, CO 80204	Barb Wallace smcrae@cwee.org	303-892-8444	N	
9	Colorado Association of Black Journalist	Hand Delivered	Gloria Neal		N	
10	Colorado Black Chamber of Commerce	410 – 17 th St. Suite 1110 Denver, CO 80202	Peggy Wortham	303-831-0720	N	
11	Colorado Division of Vocational Rehabilitation Profile	2211 W. Evans Ave Denver, CO 80223	Debra Harvey	303-937-1226 x339	N	
12	Colorado Women's Chamber of Commerce	1350 17 th Street Suite 100 Denver, CO 80202-1525	Nancy Adsit info@cwcc.org	303-458-0220	N	
13	Denver NAACP	3030 Downing Street Denver, CO 80205	Gloria Holliday		N	
14	Denver Indian Center	4407 Morrison Road, Ste 100 Denver, CO 80219	Anselma Mitchell info@difrc.org	303-936-2688 ext. 13	N	
15	Goodwill Industries of Denver	6850 North Federal Blvd Denver, CO	Karianne Hedneskog lpeabody@goodwilldenver.org	303-650-7708	N	

16	LARASA	309 West 1 st Ave Denver, CO 80223	Polly Baca cllaro@cllaro.org	303-722-5150	N	
17	Mayor's Office Of Workforce Development	Westside Workforce Ctr. 1200 Federal Blvd – Denver, CO 80204	Tom Haslee	720-944-1233	N	
18	MediaLine	P.O. Box 51909 Pacific Grove, CA 93950	Mike Shilstone rich@medialine.com	800-237-8073	N	
19	MiCasa Women's Resource Center	360 Acoma St. Denver, CO 80223.	Carmen Carriello info@MiCasaResourceCenter.org	303-573-1302	N	
20	NABET CWA	501 3 rd Str., N.W 8 th Flr Washington, D.C 20001		202-434-1254	N	
21	National Association of Broadcasters	1771 N. Street, N.W. Washington, DC 20036	Theresa		N	
22	National Association of Hispanic Journalist	1000 National Press Bldg Washington, DC 20045	Michelle Vignoli – Pgm Admin yaneth@nahj.org	202-662-7483	N	
23	National Television Academy NATAS	1247 Eureka Ct Littleton, CO 80126-2749	Office.emmyawards.tv@gmail.com	303-722-0916	N	
24	Native American Journalists Association	University of Oklahoma 395 W Lindsey Norman, OK 73019		612-729-9244	N	
25	NEWSED	901 W 10 th Ave Denver, CO 80204-3973		303-534-8342	N	
26	Northeast Women's Center	4821 E. 38 th Avenue Denver, CO 80205-1005	Job Placement	303-355-3486	N	
27	Servicios De La Raza	4058 Tejon Street Denver, CO 80211	info@serviciosdelaraza.org		N	
28	Southeast Community College	600 State Street Milford, NE 68405-8498	Gerald Eigsti		N	
29	Women's Bean Project	3201 Curtis Street Denver, CO 80205	Lecia Bovard Taylor info@womensbeanproject.com	303-292-1919 #232	N	
30	CBS Television Stations Centralized Online Jobs Database		https://careers.viacom.com/		N	
31	KCNC Employee Bulletin Board	1044 Lincoln Street Denver, CO 80203	Alex Gutierrez	303-830-6506	N	
32	CBS4 Website	Job Bank	Online website posting		N	
33	Internal Posting		Bulletin Board		N	
34	Indeed.com	Online Job Bank	Website posting via CBS Applicant Tracking System (AJE)		N	

TOTAL INTERVIEWEES FOR THE 12 MONTH PERIOD 98

List and briefly describe the Supplemental Recruitment Measures undertaken during the proceeding twelve (12) months for the following four (4) recruitment activities.

(a) **Job Fairs.** (Each employment unit must host or co-sponsor one job fair OR participate in at least four job fairs.)

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
NABJ 2021 Virtual Convention. As proud Platinum Sponsors, the CBS presence is strong with valuable participation panels, workshops, Career Fair, and a Virtual Photo Booth. Attendees had the opportunity to meet hiring managers to discuss job opportunities.	8/18/21 – 8/21/21	TORI MASON - REPORTER
AAJA 2021 Virtual Convention. As proud Platinum Sponsors, the CBS presence is strong with valuable participation panels, workshops, Career Fair, and a Virtual Photo Booth. Attendees had the opportunity to meet hiring managers to discuss job opportunities.	8/24/21 – 8/28/21	SHAWN CHITNIS – 8/24/21 – 8/28/21

(b) **Internship** (Each employment unit must establish an internship program.)

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(c) **Participation in Events.** (Each employment unit must participate in at least four events relating to career opportunities in broadcasting sponsored by educational institutions.)

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
UNIVERSITY OF COLORADO CAREER IN BROADCAST NEWS (Spoke to freshman journalism students as part of an advisory board meeting.)	1/21/21	TIM WIELAND – NEWS DIRECTOR
GIRLS INC. HOW TO BE AN EFFECTIVE PUBLIC SPEAKER – (Session about public speaking to High School Girls about clarity in writing for broadcast/journalism)	1/23/21	KRISTINE STRAIN – ASSISTANT NEWS DIRECTOR
MSU DENVER – PURSUIING A CAREER IN JOURNALISM AS A TV REPORTER (Spoke to students about “How to Find that First Job, the Skills You Can Work On in College and Will Need Once You Become a Professional” and answered questions)	3/31/21	SHAWN CHITNIS - REPORTER
CSU – “ PUBLIC RELATIONS HOW PR STUDENTS CAN PROPERLY PITCH REPORTERS ” (Students were taught what is more likely to get them coverage based on clarity and accuracy of their communications being presented)	3/9/21	DILLON THOMAS – MMJ

CSU – “WHAT IT TAKES TO GET YOUR FIRST JOB IN MEDIA” (Students were taught how to better improve their work and how to establish contacts within the field)	3/30/21	DILLON THOMAS – MMJ
University of Colorado, Boulder – “JOB MARKET FOR JOURNALISM” (Students were taught how to sharpen job search skills and about internship opportunities across the industry)	4/22/21	TIM WIELAND – NEWS DIRECTOR
UNIVERSITY OF SOUTHERN CALIFORNIA – “CAREERS IN JOURNALISM” (Students were taught how to search for their first job after graduation)	4/12/21	SHAWN CHITNIS – MMJ
UNIVERSITY OF COLORADO – “CAREER OPTIONS” (The event was designed to expand students’ knowledge about different career options)	4/17/21	ELAINE TORRES – COMMUNITY AFFAIRS DIRECTOR
UNIVERSITY OF COLORADO, COLLEGE OF MEDIA, COMMUNICATIONS AND INFORMATION – “PATHWAYS PROGRAM” (Summer program that prepares first-year journalism students for academic success. Discussed college opportunities to develop skills, current issues facing our industry, and the potential job market when they graduate)	6/25/21	TIM WIELAND – NEWS DIRECTOR
LSU – “A REPORTERS PERSPECTIVE” (Explained to Students the reporting journey, covering big stories and where their degree can take them to succeed in the industry)	3/30/21	TORI MASON – REPORTER
ELON UNIVERSITY – “RTNDA CONVENTION” (Students were taught ins and outs of broadcasting)	9/23/21	RICHK SALLINGER – REPORTER
UNIVERSITY OF DENVER – “INVESTIGATIVE JOURNALISM” (Students were offered tips and advice on how to use databases & open records requests to get more info for stories.	9/22/21	KATI WEIS – INVESTIGATIVE REPORTER/PRODUCER
CSU FORT COLLINS– “INVESTIGATIVE JOURNALISM IN TV BROADCAST NEWS INDUSTRY” (Students were taught and shown examples of on-air scripts on online web copies. Explained process in following up on tips and making relationships with sources)	9/30/21	KATI WEIS – INVESTIGATIVE REPORTER/PRODUCER
UNIVERSITY of COLORADO’S COLLEGE of MEDIA, COMMUNICATION and INFORMATION– “BROADCASTING AS A CAREER” (Students were guided on steps and journey into the business)	10/20/21	MICHELLE GRIEGO – ANCHOR JUSTIN ADAMS -MMJ
EARLY COLLEGE OF ARVADA– “JOURNEY IN BROADCASTING” (Students were taught the ins and outs of entering the business as a reporter)	10/8/21	MARISSA ARMAS – MMJ
DENVER WEST HIGH SCHOOL– “BROADCASTING CAREERS” (Seniors were spoken to about career options in broadcasting and the opportunities each has within the industry)	10/25/21	MARISSA ARMAS – MMJ

(d) Training Management Personnel. (Each Employment Unit must train management level personnel on methods of ensuring equal employment opportunity and preventing discrimination.)

Description of Recruitment Measure:	Personnel Involved:	Describe Training:
CBS BUSINESS CONDUCT STATEMENT TRAINING COURSE (Ensured equal employment opportunities and preventing discrimination were covered in this training)	JESSICA HURST/CTSG HUMAN RESOURCES	WEB BASED BI-ANNUAL TRAINING REQUIRED OF ALL EMPLOYEES
INCLUSION WEEK OCT 25 – 29, 2021 (Conversations, workshops and more covering inclusion in many ways/topics)	SENIOR LEADERSHIP AND ERG MEMBERS FROM ACROSS THE COMPANY TIM WIELAND-NEWS DIRECTOR AARON INMAN-DIRECTOR OF SALES JOHN BAICH-DIRECTOR BO&E ALEX GUTIERREZ-HR MANAGER DREW SIDENER-DIRECTOR CREATIVE SERVICES ELAINE TORRES-DIRECTOR COMMUNITY & STRATEGIC PARTNERSHIPS MATT MANSI-SALES MANAGER	GLOBAL WEB BASED CONVERSATIONS WORDS MATTER: THE LANGUAGE OF INCLUSIVITY CEO FIRESIDE CHAT WITH BOB BAKISH, TIM RYAN, SUSAN SCHUMAN AND MARVA SMALLS CIVIL RIGHTS 3.0: WHAT CORPORATE AMERICA MUST DO NOW NOON FIRESIDE CHAT WITH DEBRA MARTIN CHASE FIRESIDE CHAT WITH WILMER VALDERRAMA PROUD & PARENTHOOD TEARS WE CANNOT STOP: A SERMON TO WHITE AMERICA
VIACOMCBS CORPORATION Web-Based training modules distributed to all supervisors and managers	WALT DeHAVEN – VP/GM & ALL KCNC EMPLOYEES	IN DECEMBER 2020, A MANDATORY TRAINING MODULE “CODE OF CONDUCT, THE BUSINESS PRACTICES STATEMENT AND SEVERAL OF ITS MAJOR TOPICS”, WAS LAUNCHED FOR ALL VIACOMCBS EMPLOYEES. IT’S A STATEMENT OF OUR RULES, ETHICS AND VALUES. THIS MANDATORY TRAINING INCLUDED A QUESTION KNOWLEDGE CHECK AND A CERTIFICATION INCLUDING A CONFLICTS OF INTEREST QUESTIONNAIRE
VIACOMCBS COMPLIANCE TRAINING “The Neuroscience of Better Hiring”	JUNE 2021 ALL MANAGERS	VIACOMCBS HAS PARTNERED WITH THE NEUROLEADERSHIP INSTITUTE TO DELIVER THIS 4-PART TRAINING THAT FOCUSES ON THE BIASES THAT APPEAR THROUGHOUT THE HIRING PROCESS – FROM RESUME REVIEW THROUGH TO THE FINAL SELECTION OF A CANDIDATE AND PRACTICAL WAYS TO BUILD YOUR SKILLS IN MITIGATING THESE BIASES