

EEO PUBLIC FILE REPORT

February 1, 2020 - January 31, 2021

KOTV, KQCW and Griffin Radio: KBEZ, KFAQ, KHTT, KVOO, KXBL

A. Full-Time Vacancies Filled During Last Year

Recruitment Source of Hiree

1. Job Title:	Staff Meteorologist	Date Filled:	2/12/2020	Station Website
2. Job Title:	KFAQ 7 & KXBL Program Director On-Air	Date Filled:	2/21/2020	Internal Referral
3. Job Title:	Associate Producer	Date Filled:	2/21/2020	Indeed.com
4. Job Title:	Anchor Reporter	Date Filled:	2/21/2020	Friend
5. Job Title:	Producer	Date Filled:	4/9/2020	Station Website
6. Job Title:	KHTT Programming/On Air	Date Filled:	4/9/2020	Word of Mouth
7. Job Title:	Digital Sales Manager	Date Filled:	5/6/2020	Employee Referral
8. Job Title:	Multimedia Journalist	Date Filled:	5/6/2020	OU Professor
9. Job Title:	Multimedia Journalist	Date Filled:	5/6/2020	Word of Mouth
10. Job Title:	Multimedia Journalist (1 of 2)	Date Filled:	5/6/2020	Station Website
11. Job Title:	Multimedia Journalist (2 of 2)	Date Filled:	5/6/2020	Word of Mouth
12. Job Title:	Multimedia Journalist	Date Filled:	5/20/2020	Former OU Intern
13. Job Title:	Web Content Producer	Date Filled:	6/8/2020	Employee Referral
14. Job Title:	Associate Producer	Date Filled:	8/24/2020	Univ. of Tulsa Career Fair
15. Job Title:	Web Content Producer	Date Filled:	8/24/2020	Former OU Intern
16. Job Title:	Assignment Editor	Date Filled:	8/24/2020	Station Website
17. Job Title:	Editor	Date Filled:	8/24/2020	Employee Referral
18. Job Title:	Multimedia Journalist (1 of 2)	Date Filled:	9/24/2020	Station Website
19. Job Title:	Multimedia Journalist (2 of 2)	Date Filled:	9/24/2020	NWT Group
20. Job Title:	Multimedia Journalist	Date Filled:	9/24/2020	Agent
21. Job Title:	KBEZ On-Air Talent	Date Filled:	11/3/2020	Employee Referral
22. Job Title:	KVOO Radio Programming Host (1 of 2)	Date Filled:	12/3/2020	Weiss Agency
23. Job Title:	KVOO Radio Programming Host (2 of 2)	Date Filled:	12/3/2020	Friend/Word of Mouth
24. Job Title:	Editor Photojournalist	Date Filled:	12/3/2020	Word of Mouth
25. Job Title:	Producer	Date Filled:	12/3/2020	Employee Referral
26. Job Title:	Broadcast Engineer (1 of 2)	Date Filled:	12/14/2020	Indeed.com
27. Job Title:	Broadcast Engineer (2 of 2)	Date Filled:	12/14/2020	Zip Recruiter
28. Job Title:	Account Executive	Date Filled:	1/11/2021	Station Website
29. Job Title:		Date Filled:		

B. Recruitment/ Referral Sources Used To Seek Candidates for Each Vacancy

All Griffin Communications entities post all part-time and full-time open positions with the Organizations listed on Appendix 1

C. Total Number of Persons Interviewed For All Full-Time Vacancies Filled During The Past Year (this will be a raw number):

145

D. Total Number of Interviewees For All Full-Time Vacancies Filled During The Past Year Per Recruitment Sources:

See Appendix 2

E. Total Number of Referral Sources For All Full-Time Vacancies Filled During The Past Year Per Recruitment Sources:

See Appendix 3

F. Outreach Activities

See Appendix 4

Griffin Communications is an Equal Opportunity Employer

KOTV, KQCW & KBEZ, KFAQ, KHTT, KVOO, KXBL EEO PUBLIC FILE REPORT ~ 2020		APPENDIX 1			
Organization	Email Address	Contact	Address	Telephone	Requested EEO Notices
American Broadcasting School	admissions@radioschool.com	Stevie Morgan	4511 SE 29th Street, Oklahoma City, OK 73115	(405) 672-6511	
Cameron University	student_development@cameron.edu		2800 W Gore, Lawton, OK 73505	(580) 581-2209	Yes
Cameron University	triley@cameron.edu	T. Riley	2800 W Gore, Lawton, OK 73505	(580) 581-2425	Yes
Canadian Valley Tech. Center	wbradley@cvtech.org	Bill Bradley	6505 E Highway 66, El Reno, OK 73036-9117	(405) 422-2265	
Gaylord College of Journalism & Mass Communications	gaylordextra@ou.edu	Rachel Eikenbary	395 W. Lindsey, Norman, OK 73019	(405) 325-3689	Yes
Great Plains Technology Center	jobpostings@greatplains.edu		4500 S West Lee Blvd., Lawton, OK 73505	(580) 250-5535	
Handicapped Concerns Office	marilyn.burr@ohc.state.ok.us	Marilyn Burr	2712 Villa Prom, Oklahoma City, OK 73107	(405) 521-3756	
Harding University	careercenter@harding.edu or https://app.joinhandshake.com/	Career Services	915 E Market Ave, Searcy, AR 721143	(501) 279-5555	
Howard University	edudley@howard.edu	Carol Dudley	Howard University School of Communications 525 Bryant St. NW Washington, DC 20059	(202) 806-5806	Yes
Internal Posting	livia.bennett@griffin.news	Livia Bennett	303 N Boston, Tulsa, OK 74103	(918) 732-6245	
Internal Employee Referral	livia.bennett@griffin.news	Livia Bennett	303 N Boston, Tulsa, OK 74103	(918) 732-6245	
KBEZ/KFAQ/KHTT/KVOO/KXBL Station Websites	livia.bennett@griffin.news	Livia Bennett	303 N Boston, Tulsa, OK 74103	(918) 732-6245	
KOTV & KQCW Station Website	livia.bennett@news6.net	Livia Bennett	303 N Boston, Tulsa, OK 74103	(918) 732-6000	
KOTV News on 6 Facebook Page	https://www.facebook.com/NEWSon6	Cherry Eaton	7401 N. Kelley, OKC, OK 73111	(405) 841-3647	
KWTV Station Website	layna.dewell@griffin.news	Layna Dewell	7401 N. Kelley, OKC, OK 73111	(405) 843-6641	
KWTV News 9 Facebook Page	https://www.facebook.com/NEWS9	Cherry Eaton	7401 N. Kelley, OKC, OK 73111	(405) 841-3647	
Langston University	cdross@langston.edu or https://app.joinhandshake.com/	CD Ross	PO Box 1255, Langston, OK 73050	(877) 466-2231	Yes
Langston University	kjflannigan@langston.edu	KJ Flannigan	PO Box 1255, Langston, OK 73050	(877) 466-2231	Yes
Langston University	bjbryant@langston.edu	BJ Bryant	PO Box 1255, Langston, OK 73050	(877) 466-2231	Yes
Langston University- Tulsa	sharpdj@langston.edu	Diana Sharp	914 N Greenwood, Tulsa, OK 74106	(918) 877-8149	Yes
Metro Technology Centers	aaron.walker@metrotech.edu	Aaron Walker	1600 Sprinklake Drive, Oklahoma City, OK 73111	(405) 595-4362	
Missouri University (MU)	career@missouri.edu or https://app.joinhandshake.com/		76 G Gannett Hall, Columbia, MO 65211	(573) 882-0373	Yes
NAACP Media (added 8/1/18)	media@oknaacp.org				
NAACP Oklahoma State (added 8/1/18)	oknaacp@oknaacp.org		2001 N Martin Luther King Ave, Oklahoma City, OK 73111	(405) 427-8000	
News9.com	applications@griffincommunications.net	Cherry Eaton	7401 N. Kelley, OKC, OK 73111	(405) 841-3647	
News6.com	applications@griffincommunications.net	Cherry Eaton	7401 N. Kelley, OKC, OK 73111	(405) 841-3647	
Oklahoma Christian University (OC)	careerservices@oc.edu or https://app.joinhandshake.com/	Susan Hoover	2501 East Memorial Road, Edmond, OK 73136	(405) 425-5961	
Oklahoma State University (OSU)	careers@okstate.edu or https://app.joinhandshake.com/	Alicia Jackson	360 Student Union, Stillwater, OK 74078-0195	(405) 744-5253	Yes
Oklahoma State University (OSU)	gina.noble@okstate.edu	Gina Noble	360 Student Union, Stillwater, OK 74078-0195	(405) 744-5253	Yes
Oral Roberts University	careers@oru.edu or https://app.joinhandshake.com/	Gloria Smith	7777 S Lewis, Tulsa, OK 74171	(918) 495-6912	Yes
Rogers State University	hirehillcats.com or https://app.joinhandshake.com/	Brandon Irby	1701 W Will Rogers Blvd, Claremore, OK 74017	(918) 343-7864	Yes
Rose State University	careercoach@rose.edu	Cindy Freeman	6420 SE 15th, Midwest City, OK 73110	(405) 733-7377	Yes
Southeastern Oklahoma State University	placement@se.edu	Scott Hensley	1405 N 4th Avenue, Durant, OK 74701	(580) 745-2270	Yes
Southern Nazarene University	career@snu.edu or https://app.joinhandshake.com/	Miriam Key	6729 NW 39th Expressway, Bethany, OK 73008	(405) 491-6684	Yes
Southwestern Oklahoma State University	tiffany.hawkins@swosu.edu	Tiffany Hawkins	100 Campus Drive, Weatherford, OK 73096	(580) 774-3233	
Southwestern Oklahoma State University	jonna.myers@swosu.edu	Jonna Myers	100 Campus Drive, Weatherford, OK 73096	(580) 774-3233	Yes
Tulsa Community College	mhendrickson@tulsacc.edu	Melyssa Hendrickson	909 S Boston, Tulsa, OK 74119	(918) 595-7688	Yes
Tulsa Tech	tulsatech.edu or https://app.joinhandshake.com/		6111 East Skelly Drive, Tulsa, OK 74147	(918) 828-5009	
University of Arkansas	Lfoley@uark.edu or https://app.joinhandshake.com/	L. Foley	3188 Bell Engineer Center Fayetteville, AR 72701	(479) 575-6265	Yes
University of Arkansas	GinaS@uark.edu	Gina S.	3188 Bell Engineer Center Fayetteville, AR 72701	(479) 575-6265	Yes
University of Arkansas	Ericae@uark.edu	Erica Estes	3188 Bell Engineer Center Fayetteville, AR 72701	(479) 575-3514	Yes
University of Arkansas	rce@uark.edu	Robert Ellis	3188 Bell Engineer Center Fayetteville, AR 72701	(479) 575-3514	Yes
University of Central Oklahoma, Broadcasting	msscott@uco.edu	Mark Scott	100 N University, Edmond, OK	(405) 974-5581	Yes
University of Central Oklahoma	careers@uco.edu or https://app.joinhandshake.com/	Julie Smith	100 University Blvd., Edmond, OK, 73034	(405) 974-3346	Yes
University of Oklahoma	ksawyer@ou.edu	Kathy Sawyer	395 W. Lindsey, Norman, OK 73019	(405) 325-5226	Yes
University of Oklahoma	leereynolds@ou.edu	Lee Reynolds	395 W. Lindsey, Norman, OK 73019	(405) 325-5226	Yes
University of Oklahoma	oucs@ou.edu or https://app.joinhandshake.com/	Alex Bratchelor	900 Asp Ave. Suite 323, Norman, OK 73019	(405) 325-1974	Yes
University of Oklahoma	melanieadams@ou.edu	Melanie Adams	900 Asp Ave. Suite 323, Norman, OK 73019	(405) 325-1974	Yes
University of Tulsa	john.coward@utulsa.edu	John Coward	600 S College, Tulsa, OK 74104	(918) 631-2841	Yes
University of Tulsa	david-moncrief@utulsa.edu	David Moncrief	600 S College, Tulsa, OK 74104	(918) 631-2841	Yes
University of Tulsa	sierra-ozeroğlu@utulsa.edu or https://app.joinhandshake.com/	Sierra Ozeroglu	800 S. Tucker Dr., Tulsa, OK 74104	(918) 631-3532	Yes
YWCA of Tulsa	info@ywcatusla.org		1503 S. Denver, Tulsa, OK 74119	(918) 588-9393	
Other Organizations	Email Address	Contact	Address	Telephone	
All Access (Post Radio Positions)	Allaccess.com	Online Radio Posting	28955 Pacific Coast Hwy 210, Malibu, CA 90265	(310) 457-6616	
Collective Talent	bille@michaelsmedia.com	Michael Bille			
Indeed.com (Post as needed)	indeed.com		6433 Champion Grandview Way, Building 1, Austin, TX 78750		
LindedIn (Post as needed)	linkedin.com		2029 Stierlin Court, Mountain View, CA 94043		
MediaLine (Post as needed)	medialine@medialine.com	Don Mathews	1209 Wood Valley Rd., Augusta, GA 30909	(706) 364-7564	
National Association of Broadcasters	info@nabcareers.org (Post as needed)	Career Svcs. Coord.	8800 Lakewood Dr. #117, Windsor CA 95492	(626) 792-3846	
Oklahoma Association of Broadcasters (OAB)	info@oabok.org	Nancy Struby	6520 N. Western, Ste. 104, OKC 73116	(405) 848-0771	
Public Relations Society of America	careers@prsaokc.com		P.O. Box, 18702, OKC 73154	(405) 726-9900 ext 6119	Yes
Society of Broadcast Engineers	sbe.org (Post as needed)	kjones@sbe.com			
TV Jobs	jobs@tvjobs.com	Mark C. Holloway	PO Box 4116, Oceanside, CA 92052	(760) 754-8177	Yes

EEO PUBLIC FILE REPORT: KOTV and KQCW and Griffin Radio: KBEZ, KFAQ, KHTT, KVOO, KXBL
February 1, 2020 ~ January 31, 2021
Appendix 2

Organization	Email Address	Contact	Department	Telephone	# Interviewees
Addison Group	AddisonGroup.com			(405) 235-6700	8
Agency - The Wise Agency (On Air Talent)	thewiseagency.com				2
All Access (Online Radio Posting)	https://www.allaccess.com/			(310) 457-6616	9
Country Aircheck (Online Radio Jobs)	Countryaircheck.com				4
Employee Referral	applications@griffincommunications.net	Livia Bennett	Human Resources	(918) 732-6245	12
Former KOTV Intern	applications@griffincommunications.net	Livia Bennett	Human Resources	(918) 732-6245	7
Indeed (Online Job Site)	Indeed.com	Enzo Papallo		(800) 430-6955	12
Internal Posting	applications@griffincommunications.net	Livia Bennett	Human Resources	(918) 732-6245	14
LinkedIn (Online Job Site)	LinkedIn.com/jobs				2
Mosiac Personnel	mosiacpersonnel.com				4
MU - Missouri University	https://app.joinhandshake.com/ or career@missouri.edu		Career Services	(573) 882-0373	5
News6.com - Station Website	applications@griffincommunications.net	Cherry Eaton	Human Resources	(405) 841-3647	34
NWT Group (Online TV Jobsite)	NWTGroup.com				4
OU - Oklahoma University	https://app.joinhandshake.com/ or melanieadams@ou.edu	Melanie Adams	OU Career Services	(405) 325-1974	4
Rogers State University	hirehillcats.com or https://app.joinhandshake.com/	Brandon Irby	Career Services	(918) 343-7864	2
Simply Hired (Online TV Jobsite)	SimplyHired.com				1
TVJobs.com	jobs@tvjobs.com	Mark Holloway	Broadcast Employment Services	(760) 754-8177	2
University of Tulsa	sierra-ozeroğlu@utulsa.edu or https://app.joinhandshake.com/	Sierra Ozeroglu		(918) 631-2986	1
Word of Mouth or Friend					16
Zip Recruiter (Online Jobsite)	ziprecruiter.com				2
				TOTAL	145

KOTV & KQCW and Griffin Radio: KBEZ, KFAQ, KHTT, KVOO & KXBL

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Appendix 3

E. Total Number of Referral Sources For All Full-Time Vacancies Filled				# of Interviewees	Employee Referral	Internal Post	News on 6.com	Friend or Word of Mouth	TV Jobs	Agent or Personnel Agency	All Access Radio	Online Job Boards, Indeed	Trade Publication CountryAircheck	Former Intern	Univ Post	Candidate Selected
1. Job Title:	Staff Meteorologist	Date Filled:	2/12/2020	6			1	2	2					1		Station Website
2. Job Title:	KFAQ 7 & KXBL Program Director On-Air	Date Filled:	2/21/2020	4	2		1					1				Internal Referral
3. Job Title:	Associate Producer	Date Filled:	2/21/2020	1								1				Indeed.com
4. Job Title:	Anchor Reporter	Date Filled:	2/21/2020	6		5		1								Friend
5. Job Title:	Producer	Date Filled:	4/9/2020	1			1									Station Website
6. Job Title:	KHTT Programming/On Air	Date Filled:	4/9/2020	3		1		1			1					Word of Mouth
7. Job Title:	Digital Sales Manager	Date Filled:	5/6/2020	4	1	3										Employee Referral
8. Job Title:	Multimedia Journalist	Date Filled:	5/6/2020	7			3	1						1	OU & MO	OU Professor
9. Job Title:	Multimedia Journalist	Date Filled:	5/6/2020	3			1	1							MO Prof	Word of Mouth
10. Job Title:	Multimedia Journalist (1 of 2)	Date Filled:	5/6/2020	7			3	1						1	OU & MO	Station Website
11. Job Title:	Multimedia Journalist (2 of 2)	Date Filled:	5/6/2020	7			3	1						1	OU & MO	Word of Mouth
12. Job Title:	Multimedia Journalist	Date Filled:	5/20/2020	3			2							1		Former OU Intern
13. Job Title:	Web Content Producer	Date Filled:	6/8/2020	4	1	1	1					1				Employee Referral
14. Job Title:	Associate Producer	Date Filled:	8/24/2020	3				1				1			1	University of Tulsa Career Fair
15. Job Title:	Web Content Producer	Date Filled:	8/24/2020	5			3							1	MO	Former OU Intern
16. Job Title:	Assignment Editor	Date Filled:	8/24/2020	3			2					1				Station Website
17. Job Title:	Editor	Date Filled:	8/24/2020	6	1		1							1	2 RSU & OU	Employee Referral
18. Job Title:	Multimedia Journalist (1 of 2)	Date Filled:	9/24/2020	4	1		1			NWT Group		1				Station Website
19. Job Title:	Multimedia Journalist (2 of 2)	Date Filled:	9/24/2020	4	1		1			NWT Group		1				NWT Group
20. Job Title:	Multimedia Journalist	Date Filled:	9/24/2020	2						2 NWT Group						Agent
21. Job Title:	KBEZ On-Air Talent	Date Filled:	11/3/2020	4	1		1	1					SimplyHired			Employee Referral
22. Job Title:	KVOO Radio Programming Host (1 of 2)	Date Filled:	12/3/2020	14		1	4	2		Weiss	4		2			Weiss Agency
23. Job Title:	KVOO Radio Programming Host (2 of 2)	Date Filled:	12/3/2020	14		1	4	2		Weiss	4		2			Friend/Word of Mouth
24. Job Title:	Editor Photojournalist	Date Filled:	12/3/2020	3	1			1				1				Word of Mouth
25. Job Title:	Producer	Date Filled:	12/3/2020	2	1	1										Employee Referral
26. Job Title:	Broadcast Engineer (1 of 2)	Date Filled:	12/14/2020	10						4 Addison Group + 2 Mosaic		2 Indeed + 1 Zip + 1 LinkedIn				Indeed.com
27. Job Title:	Broadcast Engineer (2 of 2)	Date Filled:	12/14/2020	10						4 Addison Group + 2 Mosaic		2 Indeed + 1 Zip + 1 LinkedIn				Zip Recruiter
28. Job Title:	Account Executive	Date Filled:	1/11/2021	5	2	1	1	1								Station Website
29. Job Title:		Date Filled:														
Total:				145	12	14	34	16	2	18	9	16	5	7	12	

Appendix 4 Outreach 2020 FCC Report KOTV and KQCW and Griffin Radio: KBEZ, KFAQ, KHTT, KVOO and KXBL

Job Fairs:

The Director of Human Resources for KOTV, KQCW and Griffin Radio: KBEZ, KFAQ, KHTT, KVOO and KXBL attended the following Job Fairs:

- University of Arkansas, All Careers Fair - February 12, 2020
- OU 43rd Annual Big XII Conference on Black Student Government Career Fair - February 21, 2020
- Northeastern State University, NSU Spring 2020 Career Fair - February 26, 2020
- OU College of Atmospheric & Geographic Sciences Career Fair 2020 - February 28, 2020
- Tulsa Collegiate Job Fair at Univ. of Tulsa (TU, TCC, OSU Tulsa, OU Tulsa, ORU, NESU, RSU, LU) - March 4, 2020

Internship Program: KOTV/KQCW and Griffin Radio offered/transitioned to a Virtual Internship Program In 2020 due to the COVID-19 pandemic. Each applicant was offered a place in the Virtual Internship Program but did not accept the offer.

KOTV/KQCW and Griffin Radio selects up to 2-3 interns each semester to participate in this program. The candidates must have completed at least 60 credit hours toward degree. Internship must be taken for college credit. Journalism, Broadcast News, Communications majors must have GPA of 2.75 or above, official transcript, a letter of recommendation from a current or former instructor, one page essay detailing why student is interested in internship, available as an intern 16 hours per week, must complete internship application and Griffin Communications Intern Release form.

Job Shadow Programs:

Our Job Shadow Programs allow employees the opportunity to learn about other jobs in the organization.

Who's eligible to apply:

- Employees with the company one year or longer-- full or part-time.
- Employees with a minimum 2.5 total score on their most recent Performance Evaluation.
- Employees considered "in good standing" at the time of the application.

How the program works:

- Employees notify Human Resources of their interest in the program, specifying the department and position.
- If eligible, Human Resources will coordinate the shadowing with the supervisors of the department/job request.
- If more than one person in the department applies, then Human Resources will work with the supervisor and department head to decide who gets the opportunity for that quarter.
- The day/time for the shadowing will be selected by the supervisors involved, giving consideration to time of year, demands of the departments, etc.

Diversity Task Force Program:

Internal Activities

- Develop Diversity Task Force (DTF) as the leader/planning group
- Create Employee Resource Groups (ERG) that can provide feedback and input to the DTF on topics such as recruitment, retention, education, etc.
- Define Diversity and Inclusion
- Create Diversity and Inclusion Statement
- Survey staff
- Training
 - Have a speaker to come talk about implicit bias
- Take the implicit bias test <https://implicit.harvard.edu/implicit/>

External Activities

- Join Tulsa Chamber's Mosaic organization – empowers organizations to leverage diversity and inclusion and attend monthly meetings; look into sponsorship opportunities.
- Join the board of a multicultural nonprofit
- CEO's and senior executives, especially those that are not personally a member of the targeted demographic. The learning experience for the corporate executive is dramatic and the relationship-building with the non-profit and the community often leads to increased recruitment, retention and customer relations.

Recruiting

- Promote Griffin's commitment to diversity and inclusion
- Advertise with professional organizations to attract diversity
- Attend job fairs at local community, junior, and 4-year colleges that serve primarily underrepresented populations.
- Ask existing staff to speak or guest lecture at classes at local community, junior, and 4-year colleges that serve primarily underrepresented populations.
- Provide opportunities for potential candidates to get a sense of diversity in the workplace or broader community (such as a tour or attendance at an event).
- Create a diverse recruiting and/or hiring team.
- Personalize recruitment; call applicants and follow up.
- Reach out and find candidates. Use the internet and social media tools like LinkedIn to find competitive candidates.
- Recruit continuously – not only when there are openings. Maintain professional networks and make note of potential candidates from underrepresented groups. If possible, build and develop relationships with potential candidates, keeping them in mind for future openings and/or asking them to assist in recruiting from their own networks.