

KREM, KSKN
EEO PUBLIC FILE REPORT
September 21, 2021 - September 20, 2022

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Anchor/MSJ	1-3, 6, 9-11, 13-14, 16-18, 22-25	16
Digital/TV Producer	1-3, 6, 9-11, 13-14, 16-18, 22-25	16
Digital/TV Producer	1-3, 6, 9-11, 13-14, 16-18, 22-25	16
Morning Multi-skilled Journalist - 10773	1-3, 6, 9, 11, 13-14, 16-18, 22-25	16
Local Sales Manager	1-4, 6, 8-14, 16-18, 21-25	4
Account Manager - 10931	1-3, 6, 9, 11-14, 16-18, 22-25	16
Anchor/Producer- 10976	1-3, 6, 9, 11, 13-14, 16-18, 22-25	16
Weekend Sports Anchor/MSJ- 11218	1-3, 6, 9, 11-18, 22-25	15
Senior Multiskilled Journalist-11380	1-3, 6, 9, 11, 13-14, 16-18, 20, 22-25	16
Senior Multiskilled Journalist-11380	1-3, 6, 9, 11, 13-14, 16-18, 20, 22-25	20
Senior Multiskilled Journalist-11380	1-3, 6, 9, 11, 13-14, 16-18, 20, 22-25	16
Broadcast Director-11467	1-3, 6, 9, 11, 13-14, 16-18, 22-25	16
Account Executive	3, 16, 24	16
Major Accounts Account Executive	1-3, 6, 9-14, 16-18, 20-25	16
Editor/Photojournalist- 011889	1-3, 6, 9, 11, 13-14, 16-18, 21-25	16
Director of Digital Content	1-3, 6, 9-11, 13-14, 16-18, 21-25	16
Digital Account Manager - 012093	1-3, 6, 9, 11-14, 16-18, 21-25	16
Digital/TV Producer	1-3, 5-6, 9-11, 13-14, 16-18, 21-25	16
Digital/TV Producer	1-3, 5-6, 9-11, 13-14, 16-18, 21-25	16
IT Engineer - 012248	1-3, 6, 9, 11-14, 16-18, 21-25	16
Development Account Executive-12613	1-3, 6, 9, 11, 13-14, 16-18, 21-25	16
Broadcast Supervisor / News Operations-12627	1-3, 6, 9, 11, 13-14, 16-19, 21-25	16
Account Manager-12785	1, 3, 6, 9, 11-14, 16-18, 21-25	16
Account Manager-12785	1, 3, 6, 9, 11-14, 16-18, 21-25	16
Director-12826	1, 3, 6-7, 9, 11, 13-18, 21-25	15

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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	AARP Foundation -Work Search 222 W. Mission Ave Suite 118 Spokane, Washington 99201 Phone : 509-325-7712 Email : scsreiter@aol.com Fax : 1-509-325-7729 Annie Shaw	N	0
2	American Indian Community Center 801 E. 2nd Ave Suite 10 Spokane, Washington 99202 Phone : 509-535-0880 Url : http://www.aiccinc.ning.com Fax : 1-509-534-7210 Community Organization	N	0
3	Career Builder 200 N. LaSalle Street Suite 1100 Chicago, Illinois 60601 Online Job Listings Manual Posting	N	1
4	Current Employee	N	2
5	Current Employee/Internal Promotion	N	1
6	Eastern Washington University - Career Services 114 Showalter Hall Cheney, Washington Phone : 509-359-6365 Url : https://ewu-scm.symplicity.com/employers Email : careers@ewu.edu Career Office	N	0
7	Employment Agency	N	1
8	Former Employee	N	1
9	Gonzaga University 502 E. Boone Ave MSC2462 Spokane, Washington 99258 Phone : 509-313-4231 Email : careercenter@gonzaga.edu Mary Ritter Heitkemper	N	0

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10	Juju juju.com New York, New York 10003 Online Job Listings Manual Posting	N	0
11	LDS Employment Resource Services 200 N. Mullan Suite 220 Spokane, Washington 99206 Phone : 509-928-2534 Email : wel-ec-spokane@ldschurch.org Fax : 1-509-922-3556 Bret Clifton	N	0
12	Linked In	N	8
13	Martin Luther King Jr Family Outreach Center 845 Sherman Street Spokane, Washington 99202 Phone : 509-455-8722 Url : http://www.mlksokane.org Email : fes@mlksokane.org Fax : 1-509-455-3643 Community Organization	N	0
14	Northeast Community Center 4001 N. Cook Street Spokane, Washington 99207 Phone : 509-487-1603 Email : aburnett.necca@gmail.com Fax : 1-509-489-3849 Amber Burnett	N	0
15	Re-hire	N	2
16	TEGNA 7950 Jones Branch Drive McLean, Virginia 22102 Phone : 753-854-6000 Url : www.TEGNA.com Job Board Manual Posting	N	57

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17	TVJobs.com PO Box 4116 Oceanside, California Phone : 800-374-0119 Url : http://www.tvjobs.com Email : jobs@tvjobs.com Fax : 1-760-754-2115 Mark Halloway	N	0
18	University of Montana - School of Journalism 32 Campus Drive Don Anderson Hall Missoula, Montana 59812 Phone : 406-243-4001 Url : http://www.jour.umt.edu Email : denise.dowling@mso.umt.edu Denise Dowling	N	0
19	Walk In	N	1
20	Walk In/Self-Referral	N	2
21	Washington State Association of Broadcasters 724 Columbia Street NW Suite 310 Olympia, Washington 98501 Phone : 360-705-0774 Url : http://www.wsab.org Email : kshipman@wsab.org Keith Shipman	N	0
22	Whitworth University 300 West Hawthorne Road Spokane, Washington 99251 Phone : 509-777-3272 Url : http://www.whitwork.edu/careerservices Email : careerservices@whitworth.edu Andrew Pyrc	N	0
23	WorkSource Spokane Business Solutions 130 S. Arthur Street Spokane, Washington 99202 Phone : 509-532-3136 Url : http://www.go2worksource.com Email : jemiller@esd.wa.gov Fax : 1-509-532-3186 Jeff Miller	N	0

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24	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
25	YMCA Women's Resource Center 930 Monroe Street Spokane, Washington 99201 Phone : 509-326-1190 Fax : 1-509-326-1597 Community Organization	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			76

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	10/7/2021	Participation in events or programs sponsored by educational institutions	News Director spoke to Washington State University journalism students, speaking on journalism careers and tips on their first job.	1	News Director
2	10/20/2021	Participation in events or programs sponsored by educational institutions	General Manager participated in American Corporate Partners' veteran mentorship program. ACP is a nonprofit organization that focuses on helping transitioning veterans and active-duty spouses find civilian careers by matching them with mentors from a broad range of industries. ACP mentors and protégés are paired for one year based on a variety of considerations. Each pair is encouraged to speak virtually once a month to discuss topics such as résumé and interview preparation, networking, and other professional development topics.	1	President & General Manager
3	11/3/2021	Establishment of training programs for station personnel	TEGNA launched a company-wide cybersecurity training program; Secure TEGNA, to increase employee understanding of cybersecurity threats and what they can do to protect their own digital life as well as that of the company. All TEGNA employees were required to complete Secure TEGNA Cybersecurity Awareness training by Wednesday, November 3.	91	All Station Employees
4	2/25/2022	Establishment of training programs for station personnel	This was the first in the 2022 TEGNA-wide quarterly Cybersecurity series training modules. Q1 focused on phishing and email safety. This training includes real-life examples of how phishing works, how it's different from spam, and what employees can do to defend against all forms of attacks	91	All Station Employees

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5	5/6/2022	Participation in events or programs sponsored by educational institutions	General Manager participated in American Corporate Partners' veteran mentorship program. ACP is a nonprofit organization that focuses on helping transitioning veterans and active-duty spouses find civilian careers by matching them with mentors from a broad range of industries. ACP mentors and protégés are paired for one year based on a variety of considerations. Each pair is encouraged to speak virtually once a month to discuss topics such as résumé and interview preparation, networking, and other professional development topics.	1	General Manager
6	Ongoing Event	Provision of training to management	TEGNA partnered with the Poynter Institute to continue the Inclusive Journalism Program in 2022. The goal of the cohort is to expand the tools and soft skills newsroom leaders can use to engage their team to further goals to enhance diversity, equity and inclusion. This is a four month program that includes 360 feedback and Myers-Briggs inventory followed by a virtual session every three weeks for four months. Meeting dates include 5/9, 5/23, 6/11, 6/25, 8/15.	3	Asst. News Director Executive Producer Assignment Editor
7	5/11/2022	Participation in events or programs sponsored by educational institutions	News Director represented KREM at a summit put on by Spokane Alliance for Fentanyl Education Leadership (SAFE) as part of Washington State DEA's Operation Engage. SAFE is a group of leaders trying to solve the fentanyl issue in our area. The greater Spokane area has been designated a crisis area by the DEA for deadly illicit drugs coming into the region. The importance of media attention to to the crisis was discussed.	1	News Director
8	5/16/2022	Participation in events or programs sponsored by educational institutions	Senior reporter attended a career fair at East Valley High School, speaking to students about entry level positions and careers in broadcasting at KREM.	1	MSJ

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9	5/20/2022	Participation in events sponsored by organizations representing the community	KREM hosted multiple Lilac Festival events with Laura Papetti as emcee. KREM staff was able to engage with a high school aged audience to share opportunities for careers in journalism and broadcasting.	1	Community Marketing Director
10	6/24/2022	Establishment of training programs for station personnel	The Q2 2022 TEGNA-wide Cybersecurity series training module focused on the security of our data. The training provided information on social engineering, a series of manipulative practices cyber criminals adopt to convince users to surrender confidential information or fall victim to phishing attacks. Human awareness and action are the best ways to prevent cybercrimes.	91	All station employees
11	7/25/2022	Establishment of training programs for station personnel	KREM brought in a counselor from our mental health provider, Spring Health, to meet for a two hour group session. The Team discussed the impact their work has on their mental health and were provided information on coping skills, stress management, and self-care. The consultant promoted the continuity of their care through additional Spring Health services.	45	Open to all station employees
12	7/26/2022	Establishment of training programs for station personnel	TEGNA's Diversity and Inclusion HR Business Partner held a training for hiring managers on inclusive recruiting and hiring. Topics covered included learning about diversity, equity, and inclusion; the benefits of diverse teams, leveraging colleges, universities, and local organizations; measuring diversity; looking for transferrable skills; combatting unconscious bias; and best practices.	10	Department Head Manager

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13	7/26/2022	Establishment of training programs for station personnel	KREM brought in a counselor from our mental health provider, Spring Health, to meet for a two hour group session. The Team discussed the impact their work has on their mental health and were provided information on coping skills, stress management, and self-care. The consultant promoted the continuity of their care through additional Spring Health services.	12	Open to all station employees
14	7/30/2022	Participation in events sponsored by organizations representing the community	Attended and represented KREM at Asian American Journalists Association (AAJA) annual convention that serves members' professional development needs, uplifts community, facilitates important dialogues around equity and inclusion, innovation, and the evolution of newsrooms.	2	Anchor Multi Skilled Journalist
15	8/7/2022	Participation in events sponsored by organizations representing the community	Attended the National Association of Black Journalists (NABJ) career fair cosponsored with the UC Berkeley School of Journalism on campus to expose students to opportunities in journalism.	1	Multi-Skilled Journalist
16	8/16/2022	Establishment of training programs for station personnel	KREM sent an anchor/producer to TEGNA's Innovations Summit in McLean, VA designed to give our management team new ways to examine content issues and get noticed, increase audience on all platforms, and hire a diverse staff that is representative of the communities we serve.	1	Anchor/Producer