

KARE
EEO PUBLIC FILE REPORT
November 21, 2015 - November 20, 2016

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
Multi Media Anchor - KARE	1-5, 7-17, 19-23, 25-29, 31-41, 43-49, 52-56	4
Multi Media Photojournalist - KARE	1-3, 5, 7-17, 20-23, 25, 28-29, 31-43, 45-49, 52-56	16
Multi Media Photojournalist - KARE	1-3, 5, 7-17, 20-23, 25, 28-29, 31-43, 45-49, 52-56	42
News Producer - KARE	1-3, 5, 7-15, 17-18, 20-23, 25, 28, 31- 41, 43, 45-50, 52-56	50
Digital Account Manager - KARE	5-15, 17, 19-20, 22-23, 25, 27-41, 43- 49, 51-56	51
Investigative Multi-Skilled Journalist - KARE	5, 7-17, 19-20, 22-23, 25, 27-29, 31-41, 43-49, 52-56	16
Multi Media Promotions Producer - KARE	5, 7-15, 17, 19-20, 22-23, 25-29, 31-41, 43-50, 52-56	50
Copy and Continuity Coordinator - KARE	5, 7-15, 17, 19-20, 22-25, 27-29, 31-41, 43-50, 52-56	50
Multi-Skilled Journalist - KARE	5, 7-17, 19-20, 22-23, 25, 27-29, 31-41, 43-49, 52-56	16
Multi-Skilled Photojournalist - KARE	5, 7-17, 19-20, 22-23, 25, 27-29, 31-41, 43-49, 52-56	16
Digital Account Executive - KARE	5, 7-17, 19-20, 22-23, 25, 27-29, 31, 33 -41, 43-49, 52-56	16
Sales Coordinator - KARE TV	5, 7-15, 17, 19-20, 22-23, 25, 27-29, 31, 33-41, 43-49, 51-56	51

KARE**EEO PUBLIC FILE REPORT**

November 21, 2015 - November 20, 2016

II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Ability Building Center PO Box 6938 1911 14th Street NW Rochester, Minnesota 55903 Phone : 507-281-6262 Url : www.abcinc.org Fax : 1-507-281-6270 Steven Hill	N	0
2	AccessAbility 360 Hoover Street NE Minneapolis, Minnesota 55413 Phone : 612-331-5958 Url : www.accessability.org Fax : 1-612-331-2448 Laura Hollinger	N	0
3	Adult Training & Habitation Center PO Box 600 Winsted, Minnesota 55395 Phone : 320-485-4191 Url : www.athc.org Email : sdwathc@tds.net Fax : 1-320-485-4763 Steven Wilson	N	0
4	Agency Referral	N	1
5	American Indian OIC, Inc 1845 East Franklin Ave Minneapolis, Minnesota 55404 Phone : 612-341-3358 Url : www.aioic.org Email : donc@aioic.org Fax : 1-612-341-3766 Don Clark	N	0
6	American Women in Radio & TV A Lotz 3415 University Ave Minneapolis, Minnesota Email : alotz@awrt.org --	N	0
7	Brown Institute 1440 Northland Drive Mendota Heights, Minnesota 55120 Phone : 651-905-3440 Email : tmiller@browncollege.edu Terry Miller	N	0

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8	Career Builder 200 N. LaSalle St Suite 1100 Chicago, Illinois 60601 Phone : 773-527-3600 Url : http://www.careerbuilder.com Career Service Manual Posting	N	1
9	Carver County Workforce Center 602 East Fourth Street Chaska, Minnesota 55318 Phone : 952-361-1711 Email : mrudloff@co.carver.mn.us Fax : 1-952-361-1636 Mary Rudloff	N	0
10	Cedar Valley Services 2111 4th Street NW Austin, Minnesota 55912 Phone : 507-433-2303 Url : www.cedarvalleyservices.org Fax : 1-507-433-8880 Jim Mueller	N	0
11	Central MN Jobs & Training Services 106 Pine Street Monticello, Minnesota 55362 Phone : 763-271-3715 Url : www.mnworkforcecenter.org Email : bchaffee@ngwmail.mn.state.us Fax : 1-763-271-3701 Barb Chaffee	N	0
12	Centro Cultural Chicano 1915 Chicago Avenue Minneapolis, Minnesota 55404 Email : infocenter@centromn.org - -	N	0
13	Chicanos Latinos University 220 South Robert Street #103 St. Paul , Minnesota 55101 Email : armij001@umn.edu Cindy -	N	0

KARE**EEO PUBLIC FILE REPORT**

November 21, 2015 - November 20, 2016

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14	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : http://www.collectivetalent.com Email : bille@michaelsmedia.com Michael Bille	N	0
15	Emma Bowen Foundation for Minority Interests in Media 524 W. 57th Street New York, New York Phone : 212-975-2545 Url : http://www.emmabowenfoundation.com/ Email : Sandra.Rice@nbcuni.com Fax : 1-212-975-5884 Sandra Rice	N	0
16	Employee Referral	N	8
17	Equality - Pathways to Potential 5535 Lake Sarah Heights Drive Loretto, Minnesota 55357 Phone : 763-479-3014 Url : Coming Soon Email : greghani@juno.com Greg Hani	N	0
18	Facebook post	N	1
19	Glassdoor.com Internet site Sausalito, California Glassdoor.com Glassdoor.com Manual Posting	N	0
20	Graeme Newell's MarketingIdeaNet Jobs 602 Communications – TV Training & Consulting New York, New York Url : www.vault.com . Email : slizik@602communications.com Career Services	N	0
21	Helping Industry Resolve Employment Disabilities - HIRED 310 East 38th Street Room 101 Minneapolis, Minnesota 55409 Phone : 612.822.9235 Fax : 1-612-822-9235 Jeannette Moliflor	N	0

KARE**EEO PUBLIC FILE REPORT**

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22	HIRED 1200 Plymouth Ave N Minneapolis, Minnesota 55411 Phone : 612.529.3342 Email : job@HIRED.org Fax : 1-612-529-7131 Lori Anderson	N	0
23	Hmong Television Email Only Mpls, Minnesota Email : mitchlee@comcast.net Mitch Lee	N	0
24	Indeed.com	N	1
25	Inroads Minneapolis/St. Paul 1600 University Ave West St. Paul, Minnesota 55104-3839 Phone : 951-644-4406 Email : info@inroads.org Collin Melvin	N	0
26	Internal Candidate	N	2
27	JuJu.com juju.com New York, New York juju.com Job Search Engine Manual Posting	N	0
28	KARE 11 Internal Candidates Minnesota Career Service Manual Posting	N	0
29	Life-Work Planning Center 201 North Broad Street, Suite 100 Union Square Business Center Mankato, Minnesota 56001 Phone : 507-345-1577 Url : www.lwpc.org Fax : 1-507-345-1469 Susan McNamara	N	0
30	LinkedIn / Word of Mouth	N	1

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31	Media Line P.O. Box 51909 Pacific Grove, California 93950 Phone : 800-237-8073 Url : www.medialine.com Email : medialine@medialine.com Mark Shilstone	N	0
32	Minneapolis College of Art and Design 2501 Stevens Ave S Minneapolis, Minnesota 55404 Phone : 612-874-3721 Email : careers@mcad.edu Phyllis / Christine Ware / Davis	N	0
33	Minneapolis Urban League 2100 Plymouth Ave Minneapolis, Minnesota Phone : 612-302-3157 Email : rpargo@mul.org Fax : 1-612-521-8513 Roosevelt Pargo	N	0
34	Minnesota Broadcasters Association 3033 Excelsior Blvd #301 Mpls, Minnesota 55416 Phone : 612-926-8123 Url : www.minnesotabroadcasters.com/careers Email : llasere@minnesotabroadcasters.com Fax : 1-612-926-9761 Linda Lasere	N	0
35	Minnesota WorkForce Center 205 2nd Ave NW, Suite B Roseau, Minnesota 56751 Phone : 218-463-2233 Email : Bonny.Stechmann@state.mn.us Fax : 1-218-463-1316 Bonny Stechman	N	0
36	Minnesota Workforce Center 1606 W. Third St. Red Wing, Minnesota 55066 Phone : 651-385-6480 Url : www.mnwfc.org Email : Vicky.Koehn@state.mn.us Fax : 1-651-385-6484 Vicky Koehn	N	0

KARE**EEO PUBLIC FILE REPORT**

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37	Minnesota Works 300 11th Ave. NW Rochester, Minnesota 66901 Phone : 507-285-7318 Url : www.minnesotaworks.net Email : victoria.tiff@state.mn.us Victoria Tiff	N	0
38	MN Workforce Center- St. Cloud 3333 West Division St. Midtown Square Mall, Suite 212 St. Cloud, Minnesota 56303 Phone : 320-202-6435 Email : michael.eisenstadt@state.mn.us Fax : 1-320-654-5173 Mike Eisenstadt	N	0
39	NAACP Sabathani Community Center 310 E 38th Street, Room 138 Minneapolis, Minnesota 55409 Email : naacp@apollo3.com Roger Clark	N	0
40	National Association Of Black College Broadcasters (NABCB) P.O. Box 3191 Atlanta, Georgia Phone : (404) 523-6136 Email : bcrmail@aol.com Fax : 1-404-523-5467 Lo Jelks	N	0
41	National Lesbian and Gay Journalists Association 1420 K Street, NW #910 Washington, District of Columbia Phone : 202-588-9888 ext. 10 Url : www.nlaja.org Email : info@nlaja.org Career Service	N	0
42	Non-Employee Referral	N	1
43	Occupational Development Center, Inc. Highway 32 South Box 730 Thief River Falls, Minnesota 56701 Phone : 218-681-4949 Email : plavalier@odcmn.com Fax : 1-218-681-7635 Peter Lavalier	N	0

KARE**EEO PUBLIC FILE REPORT**

November 21, 2015 - November 20, 2016

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44	Simply Hired simplyhired.com Sunnyvale, California simplyhired.com Job Search Engine Manual Posting	N	0
45	Society of Professional Journalists Minneapolis Chapter Minneapolis, Minnesota 55414 Phone : 952-882-2471 Email : scott.theisen@gmail.com Scott Theisen	N	0
46	South Asian Journalists Association 2950 Broadway New York, New York Phone : (212) 854-5979 Url : www.saja.org Email : saja@columbia.edu Career Service	N	0
47	Southwest MN Workforce Center 129 W. Nicols Montevideo, Minnesota 56265 Phone : 320-269-5561 Url : www.mnwfc.org Fax : 1-320-269-5696 Juanita Lauritsen	N	0
48	St. John's University Career Services Mary Hall #10 Collegeville, Minnesota 56321 Phone : 320-363-3236 Email : jclarkson@csbsju.edu Heidi Harlander	N	0
49	State Services for the Blind 2200 University Ave. W. #240 St. Paul, Minnesota 55114 Phone : 651.642.0363 Url : http://www.mnssb.org Email : pam.gowan@state.mn.us Fax : 1-651-649-5927 Pam Gowan Job Placement Specialist	N	0
50	Station Website	N	3
51	Station Website Posting (One or More SEU Stations)	N	3

KARE**EEO PUBLIC FILE REPORT**

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52	Tvjobs.com Broadcast Employment Services, P.O. Box 4116 Oceanside, California Phone : 800-374-0119 Url : www.tvjobs.com Email : jobs@tvjobs.com Fax : 1-760-754-2115 Mark C. Holloway	N	0
53	University of Minnesota, School of Journalism 111 Murphy Hall, 206 Church St SE Mpls, Minnesota 55455-0418 Phone : 612-625-0120 Email : sjmcugs@umn.edu Career Service	N	0
54	University of St. Thomas, Counseling & Career Services 2115 Summit Avenue #5020 St Paul, Minnesota 55105-1096 Phone : 651-962-6767 Email : pnlee@stthomas.edu Pa Nhia Lee	N	0
55	US Department of Veterans Affairs VA Regional Office BHW Federal Bldg 1 Federal Drive Fort Snelling, Minnesota 55111-4050 Phone : 612.970.5452 Fax : 1-612-970-5455 Candy Kriska	N	0
56	www.kare11.com Minnesota Url : www.kare11.com Career Service Manual Posting	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			22

KARE
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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	12/9/2015	Establishment of a mentoring program	VANTAGE - an immersion program for digital broadcasting thru the Minnetonka school district. Two of our employees serve as mentors and guest instructors for youth in the program.	2	Anchor Anchor
2	1/7/2016	Establishment of an intern program designed to assist members of the community	KARE 11 actively recruits students attending accredited colleges and universities. Our program offers the student/intern active participation in a professional broadcast setting. The intern experiences the live work environment gaining real world hands-on experience that cannot be obtained in the classroom. These paid interns also earn academic credit for their participation in the program. Internships are primarily news based. During the reporting period we had 11 interns.	1	Executive Producer
3	1/27/2016	Establishment of a mentoring program	TEGNA Think Tank - Master Class - a year long commitment with the intent that the relationship continue after the program ends. Twice monthly connection for our creative and marketing teams throughout TEGNA.	1	Creative Services Director
4	2/15/2016	Establishment of a mentoring program	KARE 11 also offers a tuition assistance program designed to encourage self-development through undergraduate or graduate course work. One Finance and one news employee participated in this program during the reporting period. Courses included: Advanced Financial reporting, strategic management, Economics, Emerging Technologies and Reporting/researching methods.	2	MSJ Finance
5	3/1/2016	Participation in other activities designed by the station employment unit	Central Lakes College Videography program brought a dozen students to the station for a tour, demonstration of technology, process of editing and sending video for air. This is an annual visit and a regular part of this class.	1	Manager of New Technology

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6	3/10/2016	Establishment of training programs for station personnel	Diversity Seminar conducted by Penumbra Theater Group. Two sessions on March 10th - all news staff. Dialog surrounding race, equity, diversity and inclusion at the station.	40	News Department
7	4/26/2016	Establishment of training programs for station personnel	Break Through to Excellent was a Digital Summit that was held in Phoenix, AZ and was attended by the Digital and Local Sales Managers. The summit focused on leadership, enhancing sales through websites and social media and brand building	3	Local Sales Manager Local Sales Manager Digital Sales Manager
8	5/25/2016	Establishment of training programs for station personnel	Online Writing Seminar - University of St. Thomas professor conducted onsite training session for assignment desk staff.	5	Assignment Desk Staff
9	6/12/2016	Establishment of a mentoring program	KARE employee was selected for RTDNF German Fellowship in 2016. This summer program included discussions with top-level media figures and international journalists.	1	MSJ
10	6/28/2016	Establishment of training programs for station personnel	Marketing Director Creative Services attended Promax convention in Las Vegas. Opportunity to work directly with syndicators and others in same field. Training sessions offered daily.	1	Marketing Director
11	9/1/2016	Establishment of training programs for station personnel	KARE Director of Sales attended "Clarity in Chaos" at Tegna HQ in McLean Virginia.	1	Director of Sales
12	9/1/2016	Establishment of a mentoring program	The President and General Manager participated as a mentor in the TEGNA Executive Leadership Program for two employees. As a mentor, they have the opportunity to perform a valuable role in building a relationship with a talented manager within the company and assisting them as they work on their leadership development. The program is a six-month commitment; however, many mentoring relationships last a life time.	1	GM
13	9/7/2016	Provision of training to management	Carole Kneeland Project - Competitive program for news directors. Only 18 selected to attend a rigorous three day seminar in news ethics, writing, decision making, management, and leadership.	1	Asst. News Director

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14	9/9/2016	Participation in other activities designed by the station employment unit	KARE is co-creator and sponsor for the fourth annual Ignite your Passion: Next Generation Visual Storytelling Workshop in 2016. With more than 150 attendees from 21 states and Canada - this two day workshop covers improving skills, critiques of participants work and tools of the trade.	7	Visual Storyteller MSJ Visual Storyteller Visual Storyteller
15	9/26/2016	Establishment of training programs for station personnel	KARE sent (3) employees to TEGNA's Content 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.	3	News Director Assistant News Director Social Media Manager
16	10/3/2016	Establishment of training programs for station personnel	TEGNA Labor Relations provided Inclusive Leadership Training for HR Business Partners to Increase awareness around inclusion and how to leverage inclusion in the workplace	1	Group HR Director
17	11/2/2016	Establishment of a mentoring program	University of Minnesota Mentoring Program - School of Journalism and Mass Communication student has been paired with Anchor. Includes station visits, monthly mentor sessions from November thru May 2017.	1	Anchor