

**EEO PUBLIC FILE REPORT**

**Reporting Period:** August 1, 2017 - July 31, 2018

**Station Included in Report:** KGTV-TV

**I. List of Recruitment Sources**

(including the number of interviewees referred during the reporting period)

\* An asterisk next to the name of the source indicates that this source sought to receive notice of vacancies.

Code	Recruitment Source	Address	Contact Person	Phone	Number of Interviewees Referred
<b>Common Sources</b>					
C1	Employee Referral				22
C2	Internal Candidate / WorkLife				25
C3	Scripps.com	312 Walnut St Ste 2800 Cincinnati, OH 45202			99
C5	Google	1600 Amphitheatre Pkwy Mountain View, CA 94043	www.google.com	650-253-6000	4
C6	America's Job Exchange	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C9	Oodle.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C10	Job.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C11	AboutJobs.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C12	Trovit U.S.	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C13	TheLadders - Jobs need: Min 40K , Full Time	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C14	Flexjobs.com (Flexible schedule jobs only)	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C15	JuJu.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	

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C19	National Association of Black Journalists	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	1
C26	NAHJ.org (The National Association of Hispanic Journalists-Career Center)	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C38	Asian American Journalists Association (AAJA)	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C44	JournalismJobs.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	1
C47	California Chicano News Media Association	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C69	Yahoo	701 First Avenue Sunnyvale, CA 94089	www.yahoo.com		
C97	LinkedIn	2029 Stierlin Court Mountain View, CA 94043	www.linkedin.com		37
C100	Tvjobs.com	PO Box 4116 Oceanside, CA 92052	www.tvjobs.com	760-754-8177	17
C116	Online Sports.Com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
C130	Face-to-face Networking				26
C131	Agency/Search Firm				4
C132	Bing	One Microsoft Way Redmond, WA 98052-7329			
C134	Indeed	6433 Champion Grandview Way Building 1 Austin, TX 78750	www.indeed.com		10
C139	Rick Gevers & Assoc	PO Box 477 Zionsville, IN 46077	Rick Gevers rick@rickgevers.com	317-769-7900	1
C163	JobCase.com	SmartPost job board aggregator	Melissa Costales SmartPost Director of Client Care melissa.costales@hodes.com	808-260-9055	
<b>Local Sources</b>					
L1	Able-Disabled Advocacy	4283 El Cajon Boulevard San Diego, CA 92105	Lynda Crawford lynda@able2work.org	619.231.5990	
L2	Adecco	9095 Rio San Diego San Diego, CA 92108	Scott Gayes scott.gayes@adeccona.com	619.849.2891	

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L3	Albrecht Training*	5480 Baltimore Drive La Mesa, CA 91942	Carly albrecht calbrecht93@yahoo.com	619.992.2017	
L4	Allied Barton	9370 Sky Park Court San Diego, CA 92123	Virginia Richardson virginia.richardson@alliedbarton.com	858.966.3339	
L5	Apple One	1450 Frazee Road San Diego, CA 92108	LaToya Jones ljones@appleone.com	619.849.5818	
L6	Arizona State University	555 North Central Avenue Phoenix, AZ 85004	Mike Wong mike.wong@asu.edu Walter Cronkite School of Journalism and Mass Communicaiton	602.527.0820	
L7	Asian American Journalists Association*	350 Camino De La Reina San Diego, CA 92119	Melissa Mecija melissa.mecija@10news.com	619.237.6215	
L8	Broadcast Employment Services - TV jobs	PO Box 4116 Oceanside, CA 92058	Mark Holloway	760.754.8177	
L9	California Chicano News Media Association	725 Arizona Avenue Santa Monica, CA 90401	Nuren Altier ccnmainfo@cnma.org	424.229.9482	
L10	California State University, San Marcos	333 South Twin Oaks Valley Road San Marcos, CA 92096	careers@csusm.edu	760.750.4000	
L11	Center for Employent Training	4153 Market Street San Diego, CA 92102	Janelle Watchman jwatchman@cet2000.org	619.527.4895	
L12	Goodwill Industries	1105 Broadway Street Chula Vista, CA 91911	Nancy Kennaly nkennaly@sdgoodwill.org	619.420.1522	
L13	Manpower Staffing*	1855 First Avenue San Diego, CA 92101	Derek Harrison dharrison@manpower-sd.com	619.699.1240	
L14	MAAC Project	1365 Third Avenue Chula Vista, CA 91911	Maruja Webb mwebb@maacproject.org	619.426.3595 X1296	
L15	Military Officers Association of America	PO Box 84629 San Diego, CA 92138	Bud Lichtenstern henry.lichtenstern.ctr@score.com	619.275.1143	
L16	National Association of Broadcasters Education Foundation	1771 N Street NW Washington, DC 20036	Garrett Culver gculver@yourmembership.com	866.376.0949 X7081	
L17	KRA	3910 University Avenue San Diego, CA 92105	Deona Dorsey ddorsey@kra.com	619.516.2289	
L18	Navy Operations Support Center - ESGR	9955 Pomerado Road San Diego, CA 92131	Jeremiah Irvin jeremiah.irvin.ctr@navy.mil	858.537.8078	
L19	North County Coastal Career Center	1949 Avenida del Oro Oceanside, CA 92056	Antonio Escomiendo, Jr. antonio.escomiendo@edd.ca.gov	760.414.3576	
L20	Ohio State University Alumni Association	2200 Olentangy River Road Columbus, OH 43210	Jonathon Wray wray75@osu.edu	614.392.3314	
L21	PATH	1250 6th Avenue San Diego, CA 92101	Meg Yanosick megy@epath.org	619.810.8610	

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L22	Point Loma University	3900 Lomaland Drive San Diego, CA 92106	Debra Lively debralively@pointloma.edu	619.849.2633	
L23	Randstad Technologies	4660 La Jolla Village Drive San Diego, CA 92122	Kirin Quackenbush kirin.quackensbush@randstadusa.com	925.487.3506	
L24	Rick Gevers and Associates	PO Box 577 Zionsville, IN 46077	Rick Gevers	317.769.7900	
L25	San Diego Regional Office - Veterans Affairs	8810 Rio San Diego Drive San Diego, CA 92108	Maribel Gallo maribel.gallo@va.gov	619.400.5647	
L26	San Diego State University	5500 Campanile Drive San Diego, CA 92182	Preston Chipps pnieves@mail.sdsu.edu	619.594.5200	
L27	San Diego Veterans Affairs	2121 San Diego Avenue San Diego, CA 92110	Laurie Arnold laurie.arnold@va.gov	619.497.8442	
L28	San Diego Workforce Services - Veterans Employment	1111 Bay Boulevard San Diego, CA 91911	Enemias Rocha enemias.rocha@edd.ca.gov	619.628.0341	
L29	Second Chance*	6145 Imperial Avenue San Diego, CA 92114	Dave Benites dbenites@secondchanceprogram.org	619.839.0931	
L30	Society of Broadcast Engineers	9102 North Meridian Street Indianapolis, IN 46260	Keely Jones kjones@sbe.org	370.846.9000	
L31	South County Career Center	1111 Bay Boulevard Chula Vista, CA 91911	Diane Rose dinaer@workforce.org	619.628.0322	
L32	South Metro Career Center	4389 Imperial Avenue San Diego, CA 92113	Andrew Weatherspoon andrew.weatherspoon@edd.ca.gov	619.266.4220	
L33	Talent Dynamics	600 Las Colinas Boulevard Irving, TX 75039	Sandra Cannell connell@talentdynamics.com	214.266.6263	
L34	The Urban League of San Diego*	720 Gateway Center Drive San Diego, CA 92102	Jackie Reed jackie.reed@sdul.org	619.266.6263	
L35	University of California, San Diego	9600 Gilman Drive San Diego, CA 92093	Andy Ceperley	858.534.2230	
L36	University of San Diego	5998 Alcalá Park HC 110 San Diego, CA 92110	Connie Wilson conniew@sandiego.edu	619.260.4654	
L37	VetWORKS	1111 Bay Boulevard San Diego, CA 91911	John Engstrom john@able2work.org	619.424.6890	
L38	Workforce Services - Disabled Veterans Outreach Program	1949 Avenida del Oro Oceanside, CA 92056	Cirilo Urmeneta cirilo.urmeneta@edd.ca.gov	760.414.3518	
L39	Work for Warriors	8450 Okinawa Street Sacramento, CA 95828	Sgt. Jason Cameron jason.m.cameron.ctr@mail.mil	916.854.1365	
L40	Wounded Warriors Support Network*	11118 Raju Street San Diego, CA 92129	Beverly Trout beverly@iheartmilitary.com	858.204.4899	
L41	Business Referral				

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L44	Storytellers	118 6th Avenue #602 Seattle, WA 98109	Matt Mrozinski tvnstorytellers@gmail.com tvnewsstorytellers.com	724-316-2059	
L45	602 Communications	1011 Lyndhurst Falls Lane Knightdale, NC 27545	Sandy Lizik slizi@602communications.com	919-217-44338	
L46	New Gateway Solutions Corporation	49 Third Avenue Chula Vista, CA 91910	Michelle John mjohn@newgateway.org newgateway.com	619.623.4361	
<b>Total Number of Interviewees Referred:</b>					<b>247</b>

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**II. Full-Time Vacancies Filled During the Reporting Period**

<b>Job Title</b>	<b>Recruitment Sources Utilized to Fill Vacancy [by code number]</b>	<b>Recruitment Source for Person Hired [by code number]</b>
Account Exec, Integrated [13254]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C116, C130, C131, C132, C134, C163, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C130 Start Date: 2017-09-05
Account Exec, Integrated [13751]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C116, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C3 Start Date: 2018-03-19
Account Exec, Integrated [14272]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C97 Start Date: 2018-06-25
Assignment Editor [13567]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C19, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C5 Start Date: 2017-11-08
Assignment Editor [13567]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C19, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C130 Start Date: 2017-11-06
Assoc Account Exec, TV [13557]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C116, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C130 Start Date: 2017-10-16
Assoc Account Exec, TV [14237]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C130 Start Date: 2018-07-09
Assoc Producer [14125]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C3 Start Date: 2018-04-30
Assoc Producer [14125]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C97 Start Date: 2018-04-30
Digital Sales Manager [14257]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C97 Start Date: 2018-06-25
Editor II [13625]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C47, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C1 Start Date: 2017-12-11

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**II. Full-Time Vacancies Filled During the Reporting Period**

<b>Job Title</b>	<b>Recruitment Sources Utilized to Fill Vacancy [by code number]</b>	<b>Recruitment Source for Person Hired [by code number]</b>
Editor II [14058]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C3 Start Date: 2018-04-10
Exec Producer [13398]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C26, C69, C97, C100, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C100 Start Date: 2018-03-26
Local Sales Manager, TV [13678]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C116, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C2 Start Date: 2018-01-15
Maintenance Engineer III [14175]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L30, L31, L32, L34, L37, L38, L39, L40, L41, L46	Code Number: C3 Start Date: 2018-06-01
Multimedia Journalist [13836]	C1, C2, C3, C5, C69, C97, C100, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C2 Start Date: 2018-04-23
Photographer II [13596]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C47, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C3 Start Date: 2017-12-04
Producer [13405]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C26, C38, C69, C97, C100, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C2 Start Date: 2017-11-20
Producer, Creative Services [13408]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C130, C131, C132, C134, L1, L2, L3, L4, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C1 Start Date: 2017-10-17
Reporter/MMJ [13268]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C100, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C131 Start Date: 2017-09-06
Specialty MMJ [13245]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C69, C97, C100, C130, C131, C132, C134, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C1 Start Date: 2017-09-11

**EEO PUBLIC FILE REPORT****II. Full-Time Vacancies Filled During the Reporting Period**

<b>Job Title</b>	<b>Recruitment Sources Utilized to Fill Vacancy [by code number]</b>	<b>Recruitment Source for Person Hired [by code number]</b>
Specialty Producer [13620]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C26, C38, C69, C97, C130, C131, C132, C134, L1, L3, L4, L6, L7, L10, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C1 Start Date: 2017-12-04
Sr Dir, News [13354]	C1, C2, C3, C5, C6, C9, C10, C11, C12, C13, C14, C15, C26, C69, C97, C100, C130, C131, C132, C134, C139, L1, L3, L4, L6, L7, L8, L11, L12, L13, L14, L15, L17, L18, L19, L21, L22, L25, L27, L28, L29, L31, L32, L34, L37, L38, L39, L40, L46	Code Number: C1 Start Date: 2017-09-25



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**III. Non-Vacancy Specific Recruitment Efforts During Reporting**

<p>Participate in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.</p>	<p>HR Director Kathleen Kenney attended two Military Inclusion job fairs on May 25, 2018 and July 26, 2018.</p>
<p>Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.</p>	<p>Senior Enterprise Producer Melissa Alexander coordinates KGTV's internship program that allows college broadcasting students to get practical, hands on experience for a career in broadcasting. During the Spring session (beginning February 2018) KGTV hosted two college students and during the Summer session (beginning June 2018) KGTV hosted three college students. College students are able to receive college credit for participating in the KGTV internship program.</p>
<p>Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.</p>	<p>KGTV provides employees with continued training to enable them to acquire the skills necessary for advancement. Training initiatives during the period included: Online vocational training programs that offer required and voluntary courses. We have ongoing training on new equipment and cross-training in our Operations department to ensure our team members have the skills to operate new technology and learn other functions to offer them career advancement opportunities. Three of our sales personnel (LS, MK, DR) have participated in a six-week long Scripps Sales Process Training. This is an intensive course and akin to a college course. During the reporting period we hired an Associate Account Executive. This individual had not television sales experience and we train them as a sales assistant for six months. During the next six-month period we teach them advertising sales so they can advance to a full-fledge Account Executive. Team members in supervisory roles were provided with monthly leadership training to improve their skills as leaders. Additionally, leadership training was provided to all KGTV employees on a quarterly basis during the reporting period. Consultant Chris Archer held one-on-one training sessions with our on-air talent 4/30/18 and 5/1/18 to help them improve their storytelling capabilities.</p>
<p>Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.</p>	<p>Meteorologist Megan Parry speaks regularly to students to discuss her career in meteorology, the type of college she attended, the value to be gained from internships, and how she became interested in reporting the weather. During the FCC reporting period, Ms. Parry spoke at the following schools: 2/2/18-Valley Center Elementary School, 3/8/18-Avocado Elementary School, 3/22/18-Fletcher Hills Elementary School, 3/23/18-Jefferson Elementary School, 3/24/18-Adobe Bluffs Elementary School, 5/10/18-Notre Dame Academy, 5/10/18-Saint Charles Catholic Elementary School, 5/24/18-L.R. Green Elementary School, 5/29/18-Feaster Elementary School, 5/31/18-Kimball Elementary School.</p>

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**III. Non-Vacancy Specific Recruitment Efforts During Reporting**

	<p>Multimedia Journalist Joe Little spoke at Mater Dei High School on 12/11/18. Mr. Little spoke to a group of students about his career in broadcasting, the type of work he engages in on a daily basis, and the opportunities available to those who pursue a broadcasting career.</p>
	<p>Group Tours provide students and adults an opportunity to see how a news station works, learn about career opportunities, and ask questions regarding the skills, educational background, and technology knowledge necessary to function in a modern day newsroom. Groups toured during this period included: Camp Career Kids of San Diego, Epiphany Prep Charter School, Heritage Elementary School, The Charter School of San Diego, Poway Unified School District, University of California at San Diego, Joan MacQueen Middle School, Murdock Elementary School, ARC Experience High School Career Tours, Notre Dame Academy, Mount Miguel High School, Valley Center Elementary School, Pride Academy Charter School.</p>
	<p>Multimedia Journalist Joe Little spoke to college students at Missouri University on 10/7/18. Mr. Little addressed the students about careers in broadcasting, his career journey, and what it takes to become a proficient multimedia journalist.</p>
	<p>Multimedia Journalist Joe Little spoke to college students at Syracuse University on 11/3/18. Mr. Little addressed the students about careers in broadcasting, his career journey, and what it takes to become a proficient multimedia journalist.</p>
<p>Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.</p>	<p>May 2018: Manager training. Participation in training to ensure equal employment opportunity and preventing discrimination including diversity, inclusion, and accommodation. All newly hired or promoted managers are assigned EEO training within first month of hire/promotion.</p>