

**KUSA/KTVB-TV**  
**EEO PUBLIC FILE REPORT**  
**November 21, 2022 - November 20, 2023**

**I. VACANCY LIST**

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

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Investigative Producer-13120	1, 4-6, 12, 14-17, 19-22	20
Morning Reporter MSJ - 13556	1, 4, 6, 14-17, 19, 21-22	16
Copy Cordinator - 13795	1-2, 4-6, 14-17, 19, 21-22	16
Account Manager 13820	1, 4-6, 12, 14-17, 19, 21-22	16
Account Manager 13820	1, 4-6, 12, 14-17, 19, 21-22	16
Sales and Marketing Producer - 13977	1, 4-6, 9-10, 14-17, 19-22	10
Design Prodcution Coordinator -14031	1, 3-9, 11, 13, 15-19, 21-22	16
Production Manager - 14062	1, 3-9, 11, 13, 15-19, 21-22	9
Motion Graphic Designer - 14314	1, 4-6, 9, 15-17, 19, 21-22	16
Motion Graphic Designer - 14314	1, 4-6, 9, 15-17, 19, 21-22	16
Motion Graphic Designer - 14314	1, 4-6, 9, 15-17, 19, 21-22	16
Motion Graphic Designer - 14314	1, 4-6, 9, 15-17, 19, 21-22	16
Broadcast Director - 014559	1, 4, 6, 15-17, 19, 21-22	16
Weekend Morning News Producer - 014644	4, 6, 9, 12, 15-17, 19, 21-22	16
Account Executive - 014643	4, 6, 15-17, 19, 21-22	16
Multi-Skilled Journalist - 014676	4, 6, 15-17, 19-22	16
Multi-Skilled Journalist - 014676	4, 6, 15-17, 19-22	16
Broadcast IT Engineer - 014685	4, 6, 12, 15-17, 19, 21-22	16
Sales Coordinator - 014744	4, 6, 15-17, 19, 21-22	16
Copy Coordinator-14955	4, 6, 12, 15-17, 19, 21-22	16
Copy Coordinator-14955	4, 6, 12, 15-17, 19, 21-22	16
Video Editor- 15055	4, 6, 9-10, 12, 15-17, 19, 21-22	16
Associate Director - 15067	3-4, 6, 9, 11-13, 15-19, 21-22	12

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**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1	9News.com , Colorado Url : 9News.com Career Service Manual Posting	N	0
2	Agency Referral	N	1
3	Broadbean Network 200 N LasSalle St Chicago, Illinois Phone : none Career Services Manual Posting	N	0
4	Career Builder 200 N. LaSalle St Suite 1100 Chicago, Illinois 60601 Phone : 773-527-3600 Career Service Manual Posting	N	0
5	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813-254-9695 Url : <a href="http://www.collectivetalent.com">http://www.collectivetalent.com</a> Email : <a href="mailto:bille@michaelsmedia.com">bille@michaelsmedia.com</a> Michael Bille	N	0
6	Colorado Media School (added 4/26/17) 404 S Upham Street Lakewood, Colorado 80226 Phone : 303-479-4908 Email : <a href="mailto:dbyrd@beonair.com">dbyrd@beonair.com</a> Debbie Byrd	Y	0
7	Employee Referral Denver, Colorado Employee Referral Manual Posting	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Gannett.com 7950 Jones Branch Drive McLean, Virginia 22107 Phone : 703-854-6000 Url : <a href="http://www.gannett.com/">http://www.gannett.com/</a> Corporate Office Manual Posting	N	0
9	Indeed 7501 North Capital of Texas Highway Austin, Texas HR HR Manual Posting	N	2
10	Indeed.com	N	2
11	journalismjobs.com , Colorado Phone : 510-524-2007 Url : <a href="http://www.journalismjobs.com">www.journalismjobs.com</a> Email : <a href="mailto:dan@journalismjobs.com">dan@journalismjobs.com</a> Dan Rohn	N	0
12	Linked In	N	12
13	MediaRecruiter 20456 E. Orchard Place Centennial, Colorado Phone : 303-400-5150 Url : <a href="http://MediaRecruiter.com">MediaRecruiter.com</a> Email : <a href="mailto:jim@mediarecruiter.com">jim@mediarecruiter.com</a> Fax : 1-303-400-5063 Career Service	N	0
14	Red Rocks Community College 13300 W. 6th Ave. Box 10 Lakewood, Colorado Phone : (303) 914-6389 Email : <a href="mailto:rrcc.careerconnect@rrcc.edu">rrcc.careerconnect@rrcc.edu</a> Nancy Carlson	N	0
15	Regis College 3333 Regis Blvd F-14 Denver , Colorado Url : <a href="http://www.regis.edu/careerservices">www.regis.edu/careerservices</a> Email : <a href="mailto:jobs@regis.edu">jobs@regis.edu</a> Karen Adducci	N	0

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16	TEGNA.com 7950 Jones Branch Drive McClean, Virginia HR Broadcast Manual Posting	N	49
17	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
18	University of Colorado @ Boulder Career Services 133 UCB Boulder, Colorado Phone : (303) 492-6541 Christine Mahoney Manual Posting	N	0
19	University of Colorado @ Denver Career Svcs Center Tivoli Student Union, Ste 267, PO Box 173364, Campus Box 138 Denver, Colorado Phone : (303) 556-2250 Url : www.ucdenver.edu Email : roseann.wagner@ucdenver.edu Roseann Wagner	N	0
20	Walk In/Self-Referral	N	4
21	Women in Cable & Telecommunications (WICT) 2000 K St. NW Suite 350 Washington, District of Columbia 20006 Phone : 202.827.4792 Url : www.witc.org Fax : 1-202-450-5596 Edwin Hernández	N	0

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22	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
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>70</b>

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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	11/28/2022	Establishment of training programs for station personnel	<p>Corporate IT created the final Secure TEGNA quarterly training module for 2022, Spot the Phish. This interactive exercise demonstrates the subtle differences between legitimate online communications and scams. This training will help you recognize risks and increase your understanding of the ever-changing threat landscape.</p> <p>Keeping our systems safe requires constant vigilance. This is mandatory training for all employees.</p>	175	All job titles
2	Ongoing Event	Establishment of training programs for station personnel	The HR Director reviewed the results from the Judgment Index profile (leadership development tool) with the station leaders to develop their interpersonal and leadership skills. This is a one-on-one on-going training over a period of months. This type of training helps leaders grow in their existing role and grow towards higher-level roles by increasing self-awareness, awareness of others, and providing actionable insights that also improve their management and leadership skills.	4	Director of Marketing & Brand Creative Director Director, Digital Executive Producer
3	Ongoing Event	Establishment of a mentoring program	The Director, Digital News established an ongoing mentoring program specific to developing Executive Producers. A key part of the program involves regular viewing of our newscasts with producers and talent with an effort toward candid constructive feedback and technical development.	14	Director of Digital News Executive Producer MSJ Anchor
4	1/23/2023	Establishment of training programs for station personnel	TEGNA launched a company-wide training program to increase employee understanding of company policies around professional ethics and whistleblower legal protection. All TEGNA employees were required to complete the training.	175	All Station Employees

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5	Ongoing Event	Participation in events sponsored by organizations representing the community	KUSA's General Manager and the Executive Director of Social Responsibility & Community Affairs attended a workshop held by the non-profit Colorado Inclusive Economy where business leaders like ours come together to discuss building inclusive work cultures that attract and retain talent. The workshop also covers ways of improving Diversity, Equity, and Inclusion applicable to media industry.	2	SVP, Media Operations and President and General Manager Executive Director of Social Responsibility and Community Affairs
6	3/13/2023	Participation in events or programs sponsored by educational institutions	KUSA's Executive Director of Social Responsibility & Community Affairs was invited to speak to a group of Metro State University students regarding the station's efforts around DEI and careers in media. There were approximately 34 students in attendance.	1	Executive Director of Social Responsibility and Community Affairs
7	3/21/2023	Establishment of training programs for station personnel	AJ DeAndrea from the Arvada Police Department provided training to our field personnel (MSJ and Photojournalists) and managers regarding situation awareness, conflict de-escalation, and escaping a threatening situation.	80	Content Director SVP, Media Operations and President and General Manager Director of Digital News MSJ's and Photojournalists
8	3/24/2023	Establishment of training programs for station personnel	TEGNA cyber training for all KUSA employees on phishing. The program is titled "Find the Fish". This training was required for all station employees.	175	All Station Employees
9	6/5/2023	Establishment of an intern program designed to assist members of the community	KUSA is mentoring a Marketing intern from the Slippery Rock University of Pennsylvania with a Bachelor of Science in Communication and an Advertising Concentration and minor in Art. She received training from 06/05/23 through 08/12/23 on marketing and branding strategies for the news industry.	1	Marketing Intern
10	6/8/2023	Participation in other activities designed by the station employment unit	HR Director met with the Director of Career Services at the Colorado School of Media, and communicated which specific positions KUSA typically recruits for within the media field, schedules, scope of roles, and what the station looks for in terms of candidate capabilities.	2	HR Director Director of Career Services

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11	6/12/2023	Establishment of training programs for station personnel	Investigative Reporters and Editors, Inc. – IRE Annual Convention & Career Fair is the premier venue for journalism education, career development and networking opportunities that draws leaders in journalism, business, arts and entertainment. KUSA's Director of Special Projects and Investigative Producer attended workshops hosted by four expert panels to better understand current best practices in conducting and producing investigative journalism.	2	Director of Special Projects Investigative Producer
12	6/20/2023	Establishment of training programs for station personnel	KUSA staff participated in the Q2 Secure TEGNA Training: Identify, Isolate, Report. This training was designed to help employees identify and isolate a breach if it occurs, and reminds employees to immediately report any incident to their local head of technology and manager, leader or general manager.	175	All Station Employees
13	7/19/2023	Participation in events sponsored by organizations representing the community	Asian American Journalist Association – AAJA Annual Convention & Career Fair (7/19 - 7/23) is the premier venue for journalism education, career development and networking opportunities that draws leaders in journalism, media technology, business, arts and entertainment. KUSA's Assistant News Director participated in the career fair and attended workshops on incorporating scientific sources into news stories.	1	Assistant News Director
14	8/2/2023	Establishment of training programs for station personnel	National Association of Black Journalists – NABJ Annual Convention & Career Fair is the premier venue for journalism education, career development and networking opportunities that draws leaders in journalism, media technology, business, arts and entertainment. KUSA's Producer participated in the career fair and attended workshops to better understand how to quickly turn investigative stories.	1	Producer



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15	9/12/2023	Participation in events or programs sponsored by educational institutions	University of North Colorado (Career Fair). KUSA's Digital News Director attended a career fair where she and one of our Talent Acquisition Partners had a booth and engaged with approximately 40 students around careers in Media.	2	Talent Acquisition Partner Director of Digital News
16	9/13/2023	Establishment of training programs for station personnel	KUSA staff participated in the Q3 Secure TEGNA Training: Know The Signs of Vishing. This training was designed to help ensure the security of our network and data. This quarter, Secure TEGNA focuses on voice phishing or vishing, a term used to describe crimes that take place over the phone. Organized crime rings often use vishing to obtain passwords, account numbers and other proprietary data that can be used to compromise networks and online accounts.	175	All Station Employees
17	9/14/2023	Provision of training to management	A TEGNA Talent Acquisition Partner held recruiting best practices for all of KUSA's hiring managers. Topics included unconscious bias, ensuring equal opportunity, preventing discrimination, and recruiting best practices.	25	Executive Producers Director of Human Resources Talent Acquisition Partner Director of Digital News
18	9/20/2023	Participation in Job Fairs	The Radio Television Digital News Association (RTDNA) is the world's largest professional organization devoted exclusively to broadcast and digital journalism. KUSA sponsored a booth where the Director of Digital News was able to engage approximately 40 students regarding career opportunities at TEGNA.	1	Director of Digital News
19	9/21/2023	Sponsorship of events in the community designed to increase public awareness	Colorado Latino Leadership, Advocacy & Research Organization Breakfast. KUSA sponsored and MC'd the event. Part of the event involved raising awareness of the field of journalism, and fundraising with the purpose of allocating the funds towards a local scholarship specific to the field of journalism.	8	HR Director Director of Content Executive Producer Executive Director of Social Responsibility and Community Affairs