

ANNUAL EEO PUBLIC FILE REPORT

WTRF-Wheeling, WV

June 1, 2016 through May 31, 2017

The purpose of the EEO Public File Report (“Report”) is to comply with Section 73.2080(c)(6) of the FCC’s EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station(s):

WTRF

The information contained in this Report covers the time period beginning June 1, 2016 to and including May 31, 2017 (the “Applicable Period”). The FCC’s EEO Rule Requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Stations comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment sources(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC rules.

Appendices 1, 2 and 3 which follow have been designed, in the aggregate, to provide the required information. Please note that the alphabet letters listed on Appendix 1 under the column entitled “Recruitment Sources Utilized” refer to the Recruitment Sources listed on Appendix 2.

For purposes of this Report, a vacancy was deemed “filled” when the hiree began work. A person was deemed “interviewed” whether he or she was interviewed in person, over the phone or by e-mail.

Appendix 1 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WTRF

Section 1: Vacancy Information

	Full-Time Positions Filled by Job Title	Date Filled	Recruitment Source of Hiree	Number of Applicants Interviewed	Recruitment Sources Utilized
1	#3725 – News Producer	4/10/17	SS	2	A-JJ, OO, PP
2	#3602 – Web Manager	3/13/17	QQ	4	A-JJ, OO, PP
3	#3474 – Creative Services Producer	1/22/17	RR	1	A-PP
4	#3421 – Meteorologist/Reporter	1/11/17	QQ	1	A-JJ, OO, PP
5	#3130 – Multimedia Journalist/Reporter	1/30/17	OO	2	A-PP
6	#3036 – News Producer	1/30/17	VV	3	A-PP
7	#2661 – Sports Reporter/Multimedia Journalist	8/1/16	JJ	2	A-PP
8	#2309 – Sales Assistant	11/28/16	TT	2	A-R, FF-NN
9	#2170 – News Anchor/Reporter	10/10/16	QQ	1	A-Q, FF-NN, PP
10	#1567 – Integrated Digital Specialist	6/6/16	TT	2	A-J, L-Q
11	#1562 – Meteorologist/Reporter	9/30/16	WW	3	A-J, L-Q

Total Number of Persons Interviewed During Applicable Period: 23

Appendix 2 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WTRF

Section 2: Recruitment Source Information

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
A	Art Institute of Pittsburgh	Linda Redlich	lredlich@aii.edu	412-291-6261	N	0
B	Bishop State Comm. College	Juliette Womack	jwomack@bishop.edu	251-662-5371	N	0
C	Cabell Cty Career Tech Ctr	Debbie Jude	djude@k12.wv.us	304-528-5107	N	0
D	Cabell Cty Comm Serv Org	Charles Holley	cholley@cccso.com	304-529-4952	N	0
E	Case Monroe County	Brenda Elmore	belmore@casewv.org	304-772-3381	N	0
F	Collective Talent	Michael Bille	bille@michaelsmedia.com	813-254-9695	N	0
G	Columbia School of Journalism	Anusha Shrivastava	As1698@columbia.edu	212-854-4150	N	0
H	Concord University	Jenni Canterbury	robinettej@concord.edu	304-384-5101	N	0
I	CSB School of Broadcasting	Career Services	info@gocsb.com	702-614-0718	N	0

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
J	Hope Comm. Dev. Corp.	Bonita Perry-Dean	hopewdc@aol.com	304-343-4673	N	0
K	Howard University	Carol Dudley	cdudley@howard.edu	202-806-6100	N	0
L	Int'l College of Broadcasting	Kenny Pyles	swackkid@yahoo.com	937-258-8251	N	0
M	Ithaca College	Eloise Green	Eloise@ithaca.edu	607-274-3011	N	0
N	Media Match	Tammy Romaniuk	info@media-match.com	000-000-0000	N	0
O	Medialine	Mark Shilstone	medialine@medialine.com	304-682-8271	N	0
P	Mountain Heart Comm. Services	Earl Smith	esmith@mountainheartwv.org	304-682-8271	N	0
Q	WV Div. of Rehab Services	David Valentine	Stephanie.A.Decker@wv.gov	304-238-1092	N	0
R	LornaDavis Agency	John Derr	john@lornadave.com	610-248-1317	N	0
S	WVU-Reed College of Media	Eric Minor	Eric.Minor@mail.wvu.edu	304-293-6117	N	0
T	Ohio State University	Dr. Jay Hobgood	Hobgood.1@osu.edu	614-292-3999	N	0
U	Ball State University	Tim Pollard	tpollard@bsu.edu	765-285-1480	N	0
V	Ohio University	Robert Stewart	stewartr@ohio.edu	740-593-2606	N	0
W	Ohio University	Tim Sharp	sharpt@ohio.edu	740-593-2606	N	0

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
X	Ohio University	Mary Rogus	rogus@ohio.edu	740-593-2606	N	0
Y	Bowling Green State University	Dr. Kathy Bradshaw	kabrads@bgsu.edu	419-372-2542	N	0
Z	Bowling Green State University	Dr. Rick Busselle	bussself@bgsu.edu	419-372-2542	N	0
AA	Mississippi State University	Lindsey Morschauser	Lcm193@msstate.edu	662-268-1032	N	0
BB	Mississippi State University	Dr. Jamie Dyer	Jamie.dyer@msstate.edu	662-268-1032	N	0
CC	Penn State University	Ginger Kowalchuk	GGK2@psu.edu	814-865-0478	N	0
DD	Penn State University	David Stensrud	Krs8@psu.edu	814-863-3932	N	0
EE	University of Oklahoma	Shelby Hill	sheill@OU.edu	405-325-6561	N	0
FF	WOWK Website	Paula Taylor	ptaylor@wowktv.com	304-343-1313	N	0
GG	WVNS Website	Paula Taylor	ptaylor@wowktv.com	304-343-1313	N	0
HH	WBOY Website	Paula Taylor	ptaylor@wowktv.com	304-343-1313	N	0
II	WTRF Website	Paula Taylor	ptaylor@wowktv.com	304-343-1313	N	0
JJ	Nexstar Website	Corporate	www.nexstar.tv	972-373-8800	N	3
KK	Marshall University	Website Post	www.marshall.edu/jobtrax	304-696-3170	N	0

	Recruitment Source	Contact	Address	Phone	Requested Notice (Y/N)	Total Number of Interviewees This Source Has Provided During This Period (If Any)
LL	University of Charleston	Website Post	https://ucwv-csm.symplicity.com/employers	800-995-4682	N	0
MM	WV State University	Website Post	https://wvstateu-csm.symplicity.com/employers/	304-766-3000	N	0
NN	West Virginia University	Website Post	https://careerservices.wvu.edu/employers	304-293-0111	N	0
OO	Indeed.com	Website Post	www.indeed.com	800-642-5842	N	2
PP	TV Jobs	Website Post	www.TvJobs.com	800-374-0119	N	3
QQ	Employee Referrals	Misc.	Referred by others		N	7
RR	Internal Hires	Misc.	Internal Hires		N	1
SS	Friend/Word of Mouth	Misc.	Referred by others		N	1
TT	Monster.com	Misc.	Posted by others		N	2
UU	LinkedIn	Misc.	Posted by others		N	2
VV	Hotjobs.com	Misc.	Posted by others		N	1
WW	Facebook	Misc.	Posted by others		N	1

Appendix 3 to Annual EEO Public File Report

Covering the Period from June 1, 2016 through May 31, 2017

Station(s) Comprising the Station Employment Unit: WTRF

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by WTRF

	Recruitment Initiative	Description
1	Hosting of at least one job fair.	White Palace @ Wheeling Park – Ohio Valley Job & Career Fair. WTRF sponsored and participated on 9/21/16 in the recruitment of job applicants. Onsite interviews and spoke with potential job candidates for current openings.
2	Participation in at least four events or programs relating to career opportunities in broadcasting which are sponsored by educational institutions.	Erma Byrd Center – Administrative Assistant and General Manager participated in the on-site US Senator Joe Manchin Job & Resource Job Fair on 10/28/16 for the recruitment of job candidates for WVNS, WOWK, WBOY & WTRF. Spoke with potential job candidates for WV Stations.
3	Hosting of at least one job fair.	Highlands Event Center – Ohio Valley Job & Career Fair. WTRF sponsored and participated on 3/7/17/ in the recruitment of job applicants. Onsite interviews and spoke with potential job candidates for current openings.
4	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	West Virginia Broadcasters Association- on 4/1/17, General Manager and News Director attended a seminar presented by Jackson Kelly PLLC on the requirements of the FCC EEO opportunities regulations.
5	The establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.	The station sponsors an internship program that allows students to gain practical experience in all areas of our operations, including news, production, sports and weather. During the reporting period, the station hosted 3 interns from Bethany College, West Liberty College & WVU.