



EEO PUBLIC FILE REPORT FOR LICENSEE, KVIE, INC.

For the period commencing August 1, 2018 to July 31, 2019 (Report Term).

Prepared by KVIE, Inc.

This report covers the following employment unit:

Call Sign	Facility ID No.	Type of Station	Community of Service
KVIE-DT	35855	DT (digital television)	Sacramento, CA

A. The following is a list of the job titles of all full-time positions filled during the Report Term, followed by all recruitment sources contacted for the position. The recruitment sources used by interviewees and the person(s) hired, if provided, are indicated.

1. Leadership Giving Administrator

of persons interviewed: 1; 1 hired for 1 position

(#) indicates recruitment source used by that many interviewees (*1 of 1 interviewee indicated recruitment source*)

*indicates recruitment source used by person hired (*1 person hired indicated recruitment source*)

American Marketing Association of Sacramento Valley	Los Rios Community Colleges
Asian Resources	KVIE Facebook
Association of Fundraising Professionals	KVIE Twitter
California Black Chamber of Commerce	KVIE Volunteers Database Email
California Broadcasters Association	KVIE Web
California Hispanic Resource Council	Napa Valley College
California Indian Manpower Consortium	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Black Chamber of Commerce
Greater Sacramento Vietnamese American Chamber	Sacramento Hispanic Chamber of Commerce
Heald College School of Technology	Society of Motion Picture and Television Engineers (SMPTE)
Impact Foundry	University of California, Davis Intern & Career Center
Internal Employee* (1)	University of the Pacific
Inter-Tribal Council of California	

2. Master Control Operator

of persons interviewed: 4; 1 hired for 1 position

(#) indicates recruitment source used by that many interviewees (*4 of 4 interviewees indicated recruitment source*)

*indicates recruitment source used by person hired (*1 person hired indicated recruitment source*)

American Marketing Association of Sacramento Valley	Los Rios Community Colleges
Asian Resources	KVIE Facebook
Association of Fundraising Professionals	KVIE Twitter
California Black Chamber of Commerce	KVIE Volunteers Database Email
California Broadcasters Association	KVIE Web* (3)
California Hispanic Resource Council	Napa Valley College
California Indian Manpower Consortium	Sacramento Asian Pacific Chamber of Commerce
Employee Referral (1)	Sacramento Black Chamber of Commerce
Greater Sacramento Urban League	Sacramento Hispanic Chamber of Commerce
Greater Sacramento Vietnamese American Chamber	Society of Motion Picture and Television Engineers (SMPTE)
Heald College School of Technology	University of California, Davis Intern & Career Center
Impact Foundry	University of the Pacific
Inter-Tribal Council of California	

3. Community Engagement and Events Manager

of persons interviewed: 3; 1 hired for 1 position

(#) indicates recruitment source used by that many interviewees (*3 of 3 interviewees indicated recruitment source*)

*indicates recruitment source used by person hired (*1 person hired indicated recruitment source*)

American Marketing Association of Sacramento Valley	Inter-Tribal Council of California
Asian Resources	Los Rios Community Colleges
Association of Fundraising Professionals	KVIE Facebook
California Black Chamber of Commerce	KVIE Twitter
California Broadcasters Association	KVIE Volunteers Database Email
California Hispanic Resource Council	KVIE Web* (2)
California Indian Manpower Consortium	Napa Valley College
Employee Referral	Sacramento Asian Pacific Chamber of Commerce
Glassdoor.com (1)	Sacramento Black Chamber of Commerce
Greater Sacramento Urban League	Sacramento Hispanic Chamber of Commerce
Greater Sacramento Vietnamese American Chamber	Society of Motion Picture and Television Engineers (SMPTE)
Heald College School of Technology	University of California, Davis Intern & Career Center
Impact Foundry	University of the Pacific



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4. Donor Services Representative

of persons interviewed: 3; 2 hired for 2 positions

(#) indicates recruitment source used by that many interviewees (3 of 3 interviewees indicated recruitment source)

*indicates recruitment source used by person hired (2 persons hired indicated recruitment source)

American Marketing Association of Sacramento Valley	Inter-Tribal Council of California
Asian Resources	Los Rios Community Colleges
Association of Fundraising Professionals	KVIE Facebook
California Black Chamber of Commerce	KVIE Twitter
California Broadcasters Association	KVIE Web** (2)
California Hispanic Resource Council	Napa Valley College
California Indian Manpower Consortium	Sacramento Asian Pacific Chamber of Commerce
Craigslist.org (1)	Sacramento Black Chamber of Commerce
Glassdoor.com	Sacramento Hispanic Chamber of Commerce
Greater Sacramento Urban League	Society of Motion Picture and Television Engineers (SMPTE)
Greater Sacramento Vietnamese American Chamber	University of California, Davis Intern & Career Center
Heald College School of Technology	University of the Pacific
Impact Foundry	

5. Facilities Manager

of persons interviewed: 1; 1 hired for 1 position

(#) indicates recruitment source used by that many interviewees (1 of 1 interviewee indicated recruitment source)

*indicates recruitment source used by person hired (1 person hired indicated recruitment source)

American Marketing Association of Sacramento Valley	LinkedIn.com
Asian Resources	Los Rios Community Colleges
Association of Fundraising Professionals	KVIE Facebook
California Black Chamber of Commerce	KVIE Twitter
California Broadcasters Association	KVIE Volunteers Database Email
California Hispanic Resource Council	KVIE Web
California Indian Manpower Consortium	Napa Valley College
Glassdoor.com	Sacramento Asian Pacific Chamber of Commerce
Greater Sacramento Urban League	Sacramento Black Chamber of Commerce
Greater Sacramento Vietnamese American Chamber	Sacramento Hispanic Chamber of Commerce
Heald College School of Technology	Society of Motion Picture and Television Engineers (SMPTE)
Impact Foundry	University of California, Davis Intern & Career Center
Indeed.com* (1)	University of the Pacific
Inter-Tribal Council of California	

B. There were 5 regular, full-time vacancies during the Report Term with a total of 6 regular, full-time hired applicants. The following lists each recruitment source that referred interviewees to KVIE and the number referred with contact information for sources used. All applicants are asked to designate the recruiting source.

Source	Sent Via	Contact	Source used by interviewees	Source used by hired person(s)
American Marketing Association – Sacramento Valley	Email	Phone: (800) 467-9867 Email: jobs@amasv.org Web: http://www.amasv.org/		
Asian Resources 5709 Stockton Boulevard Sacramento, CA 95824-1613	Email	Email: chong@asianresources.org		
Association of Fundraising Professionals 4300 Wilson Blvd, Suite 300 Arlington, VA 22203	Web	Phone: (703) 684-0410 Fax: (703) 684-0540 Email: jobs@afpnet.org Web: www.afpnet.org		
California Black Chamber of Commerce 2951 Sunrise Blvd Suite 175 Rancho Cordova, CA 95742	Email	Phone: (916) 463-0177 Fax: (916) 463-0190 Email: Asferrell@calbcc.org Web: http://www.calbcc.org/		



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California Broadcasters Association 915 "L" Street, Suite 1150 Sacramento, CA 95814	Email	Phone: (916) 444-2237 Email: cbaberry@aol.com Web: http://www.yourcba.com/		
California Hispanic Resource Council 1006 4th Street, Suite 708 Sacramento, CA 95814	Email	Phone: (916) 451-7151 Email: salvadorchrc@yahoo.com		
California Indian Manpower Consortium 738 N. Market Blvd. Sacramento, CA 95834	Email	Phone: (916) 920-0285 Fax: (916) 641-6338 Email: hainanus@cimcinc.com Web: http://www.cimcinc.org/		
Career Fair Humanities Center Lunch Colloquium University of Pacific – September 13, 2018 University of the Pacific 3601 Pacific Avenue Stockton, CA 95211	Person	In person at UOP		
Craigslist.org	Web	online posting only www.craigslist.org	1	
Employee Referral	N/A	Rose Froling Email: careers@kvie.org Web: www.kvie.org	1	
Glassdoor.com 100 Shoreline Highway Building A Mill Valley, CA 94941-3645 1-415-339-9105 Note: KVIE did not use this as a recruiting source for the position for which applicant(s) applied. Information found on Glassdoor was not provided by KVIE.	Web	Web: https://www.glassdoor.com	1	
Greater Sacramento Urban League 3725 Marysville Blvd. Sacramento, CA 95838	Email	Phone: (916) 286-8600 Email: info@gsul.org Web: www.gsul.org		
Greater Sacramento Vietnamese American Chamber http://www.gsvacc.org/	Email	Email: info@GSVACC.org Web: http://www.gsvacc.org/		
Heald College – School of Technology 7 Sierra Gate Plaza Roseville, CA 95678-6602	Email	Phone: (916) 789-8600 Email: Courtney_Bettencourt@heald.edu Web: http://www.heald.edu/		
Impact Foundry 2301 K Street, 2 nd Floor Sacramento, CA 95811	Web	Phone: (916) 569-8555 Web: https://impactfoundry.org/jobs/		
Indeed.com	Web	Web: http://www.indeed.com/	1	1



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Internal Employee	Web/ Email	Web: www.kvie.org	1	1
Inter-Tribal Council of California 3425 Arden Way Sacramento, CA 95825	Email	Phone: (916) 973-9581 Fax: (916) 973-0117 Email: larryb@itccinc.org Web: www.itccinc.org		
KVIE Facebook	Web	Rose Froling Web: http://www.facebook.com/KVIEPBS S?v=photos#!/KVIEPBS		
KVIE Volunteers Database Email	Email	KVIE Fundraising Events Department Volunteer Email Distribution List		
KVIE Website	Email	Rose Froling Web: www.kvie.org	7	4
LinkedIn http://www.linkedin.com	Web	Web: http://www.linkedin.com		
Los Rios Community Colleges (All Campuses) 1919 Spanos Court Sacramento, CA 95825	Email	Phone: (916) 568-3112 Email: delgadn@crc.losrios.edu Web: http://www.losrios.edu/		
Napa Valley College 2277 Napa-Vallejo Highway Napa, CA 94558	Email	Email: Lai.Saechao@napavalley.edu		
Sacramento Asian Pacific Chamber of Commerce 2012 H St # 202 Sacramento, CA 95811	Email	Phone: (916) 446-7883 Email: info@sacasiancc.org Web: http://www.sacasiancc.org/		
Sacramento Black Chamber of Commerce 5770 Freeport Blvd, Suite 44 Sacramento, CA 95822	Email	Phone: (916) 231-0416 Fax: (916) 706-0477 Email: lbuchanan@sacblackchamber.org Web: http://www.sacblackchamber.org/		
Sacramento Hispanic Chamber of Commerce 1491 River Park Drive Sacramento, CA 95815-4512	Email	Phone: (916) 486-7700 Email: ruby@sachcc.org Web: http://www.sachcc.org/		
University of California, Davis 1 Shields Avenue Davis, CA 95616	Web	Web: https://iccweb.ucdavis.edu/students/ajl.htm		
University of the Pacific 3601 Pacific Avenue Stockton, California 95211	Web	Phone: (209) 946-2285 Web: http://www.pacific.edu/Campus-Life/Student-Services/Career-Resource-Center.html		



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Exhibit 3

This report covers the following employment unit:

Call Sign	Facility ID No.	Type of Station	Community of Service
KVIE-DT	35855	DT (digital television)	Sacramento, CA

During the Report Term, KVIE, Inc. engaged in the following long-term recruitment initiatives:

- Job Fairs:** During the reporting period, KVIE's recruitment representatives and select staff attended one job fair at: University of Pacific: Humanities Center Lunch Colloquium, September 13, 2018.
- Diverse Recruitment Posting:** For every fulltime vacancy that KVIE recruits for, job postings are sent to various community groups and job banks that represent a diverse population.
- Internship Program:** KVIE continues to develop a comprehensive internship program and has established more productive relationships with local colleges/universities. During the reporting period, KVIE employed one paid internship in the Marketing department. Past internships have also been available in Fundraising Events, Production, Finance, and Education. Most interns are students attending local universities and colleges including: University of California, Davis; California State University, Sacramento; and Los Rios Community Colleges.
- Volunteer Program:** KVIE offers diverse opportunities to the community for volunteer work in a broadcast and general office setting. As a result, volunteers receive training in many aspects of broadcast television and general administrative and outreach tasks they might not easily access otherwise.
- Training Programs:** KVIE encourages employees to attend at least one training seminar each year within their specific job duties to improve their skills and help them qualify for a higher-level position and keep current with industry and job standards. Additionally, KVIE provides at least one mandatory all-staff training session each year. During the reporting period, all employees received safety training and harassment and discrimination prevention training. All employees are technically trained in various aspects of pledge production outside of their typical job functions such as: audio board, camera, on-air talent, technical direction, and teleprompter. KVIE encourages staff to job shadow other KVIE colleagues.
- Dissemination of EEO Policy:** The public, including all applicants and employees have access to the station's EEO policy on its website. In addition, all job postings include the EEO policy when distributed during recruitment. All senior managers received harassment and discrimination prevention training. All hiring managers are trained by Human Resources to ensure equal employment opportunities are practiced during recruitment.
- Listing of Upper-Level Positions in Diverse Job Bank:** KVIE posts positions, including upper-level positions, with diverse organizations that have substantial participation by women or minorities. For every fulltime vacancy that KVIE recruits for, job postings are sent to various community groups and job banks that represent a diverse population.
- Recruitment/Interview:** All hiring managers are trained by Human Resources to ensure equal employment opportunities are practiced during recruitment. Upon the beginning of the interview process, Human Resources meets with hiring manager to discuss standardized questions. The Director of Human Resources ensures EEO requirements and standards are met.