

WTOL
EEO PUBLIC FILE REPORT
January 2, 2019 - May 31, 2019

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
Weekend Anchor/Multiskilled Journalist - 006519	1-45, 47	35
Digital Content Producer - 006522	1-45, 47	15
Production Engineer - 006520	1-45, 47	35
Production Engineer - 006520	1-45, 47	35
Local Sales Assistant - 006784	1-45, 47	35
Marketing Producer - 006867	1-45, 47	12
Director of Sales - 006904	1-47	46

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Adrian College 110 S. Madison St. Adrian, Michigan 49221 Phone : 517-265-5161 Career Services Center Manual Posting	Y	0
2	Asian American Journalist Assoc. 5 Third St Suite 1108 San Francisco, California 94103 Phone : 415-346-2051 Url : https://jobs.aaaja.org Job Listings Manual Posting	N	0
3	Bowling Green State University 318C Math Sciences Building Bowling Green, Ohio 43403 Phone : 419-372-2356 Url : https://bgsu-csm.symplicity.com//employers Career Center Manual Posting	Y	0
4	Career Builder 200 N. LaSalle St Suite 1100 Chicago, Illinois 60601 Phone : 773-527-3600 Url : http://careerbuilder.com Job Listings Manual Posting	N	0
5	Central Michigan University Ronan Hall 240 Central Michigan University Mount Pleasant, Michigan 48859 Phone : 989-774-3068 Career Services Center Manual Posting	N	0
6	Central State University P.O. Box 1004 Wilberforce, Ohio 45384 Phone : 937-376-6011 Job Listings 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
7	City of Toledo Human Resources Dept. 1 Government Cntr. Suite 1920 Toledo, Ohio 43604 Phone : 419-245-1500 Job Listings Manual Posting	Y	0
8	Defiance College 701 N. Clinton Defiance, Ohio 43512 Phone : 419-783-2349 Email : tarmey@defiance.edu Laura Hartpence	Y	0
9	Eastern Michigan University University Advising and Career Development Center 200 McKenny Hall Ypsilanti, Michigan 48197 Phone : 734-487-4099 Career Services Center Manual Posting	N	0
10	Heidelberg University 310 E. Market St. Tiffin, Ohio 44883 Phone : 419-448-2330 Url : http://www.collegecentral.com/heidelberg Career Services Manual Posting	N	0
11	IBEW Local 245 705 Lime City Road Rossford, Ohio 43604 Phone : 419-666-3350 Email : larry@ibew245.com Mr. Larry Tscherne	Y	0
12	Indeed 6433 Champion Grandview Way Austin, Texas 78750 Phone : 512-459-5300 Url : http://indeed.com Job Listings Manual Posting	N	1

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13	James C. Caldwell Community Center 3201 Stickney Ave Toledo, Ohio 43608 Phone : 419-729-4654 Url : http://www.caldwellcenter.org Email : jcaldwell@toledofoodbank.org James Caldwell	Y	0
14	Jerusalem Baptist Church 445 Dorr Street Toledo, Ohio 43603 Phone : 419-248-2139 Rev H.M. Crenshaw Manual Posting	Y	0
15	LinkedIn 501 Pistachio Pl Windsor, California 95492 Phone : 650-687-3600 Url : http://linkedin.com Job Listings Manual Posting	N	1
16	Lourdes University 6832 Convent Blvd. Sylvania, Ohio 43560 Phone : 419-824-3704 Url : http://www.collegecentral.com/lourdes Ms. Kay Bishop Manual Posting	N	0
17	Lucas County Department of Planning & Development/The Source 1 Government Center 8th Floor Toledo, Ohio 43604 Phone : 419-213-3300 Lewis Huerta Manual Posting	Y	0
18	Manpower 316 W. Dussel Drive Maumee, Ohio 43537 Phone : 419-893-4413 Patty Bernal Manual Posting	N	0

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19	Miami University 501 W. High Street Oxford, Ohio 45056 Phone : 513-529-1809 Dr. Bruce Drushel Manual Posting	N	0
20	Monroe County Community College 1555 South Raisinville Rd. Monroe, Michigan 48161 Phone : 734-242-7300 Url : http://www.collegecentral.com/monroeccc Mr. Barry Kinsey Manual Posting	N	0
21	MyJobHelper 33 Irving Pl. New York, New York 10003 Phone : 347-326-4653 Url : https://myjobhelper.com/ Job Listings Manual Posting	N	0
22	National Association of Hispanic Journalists NAHJ Career Center PO Box 117 Windsor, California 95492 Phone : 626-792-3846 Url : http://nahjcareercenter.com Email : info@nahjcareers.org Job Listings	N	0
23	Native American Journalist Assoc. 395 W. Lindsey St Norman, Oklahoma 73019 Phone : 405-325-1649 Url : https://www.naja.com Email : rebeccalandsberry@naja.com Rebecca Landsbury	N	0
24	News Blues 2515 Sparrow Crest Dr. Katy, Texas 77494 Phone : 913-217-0685 Url : https://www.medialine.com Job Listings 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
25	Northwest State Community College 22600 St. Rt. 34 Archbold, Ohio 43502 Phone : 419-267-5511 Email : mjacobs@northweststate.edu Kristan Clady	N	0
26	Ohio Association of Broadcasters 17 South High Street Suite 1010 Columbus, Ohio 43215 Phone : 614-228-4052 Url : http://oab.org/job-board Email : cmerritt@oab.org Katie Lovell	N	0
27	Ohio Media School 5330 East Main St Columbus, Ohio 43213 Phone : 614-655-5250 Url : https://beonair.com/locations/columbus/ Email : Jdixon@beonair.com Job Listings	N	0
28	Ohio Northern University 525 S. Main St. Ada, Ohio 45810 Phone : 419-772-2000 Url : http://onu-csm.symplicity.com/employers Ms. Priscilla West Manual Posting	N	0
29	Ohio University 185 Lindsey Hall Athens, Ohio 45701 Phone : 740-593-2909 Url : https://ohio-csm.symplicity.com/employers/index.ph Mr. Thomas Korvas Manual Posting	N	0
30	Owens Community College P.O.Box 10,000 Oregon Rd. Toledo, Ohio 43699 Phone : 567-661-7000 Url : http://collegecentral.com/owens Ms. Gentry Dixon Manual Posting	N	0

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31	Pathway 505 Hamilton St. Toledo, Ohio 43602 Phone : 419-242-7304 Tarvis Parks Manual Posting	Y	0
32	Specs Howard School of Broadcast 19900 West Nine Mile Road Southfield, Michigan 48075 Phone : 248-358-9000 Email : bcarey@specshoward.edu Kevin Scollin	N	0
33	St. Paul AME Zion Church 946 Belmont Ave. Toledo, Ohio 43607 Phone : 419-243-1065 Claude Christopher Manual Posting	Y	0
34	State of Michigan Workforce Development Agency 1040 S. Winter Street Suite 1014 Adrian, Missouri 49221 Phone : 517-266-5600 Michael G. Manual Posting	Y	0
35	TEGNA Careers Site 8350 Broad Street Suite 2000 Tysons, Virginia 22102 Phone : 703 873-6231 Url : http://www.tegna.com/job-listings/ Job Listings Manual Posting	N	4
36	Terra State Community College 2830 Napoleon Road Fremont, Ohio 43420 Phone : 419-334-8400 Joan Gamble Manual Posting	N	0

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37	The Ohio State University 2200 Olentangy River Rd. Columbus, Ohio 43210 Phone : 614-292-2200 Url : https://myinterfase.com/osualumiconsortium OSU Alumni Consortium Manual Posting	N	0
38	Tiffin University 155 Miami Street Tiffin, Ohio 44883 Phone : 419-447-6442 Carol McDannell Manual Posting	N	0
39	tvjobs.com Broadcast Employment Services P.O. Box 4116 Oceanside, California 92052 Phone : 800-374-0119 Url : http://www.tvjobs.com Mark Holloway Manual Posting	N	0
40	University of Detroit Mercy Reno Hall - 1st Floor 4001 W. McNichols Road Detroit, Michigan 48221 Phone : 313-993-1017 Url : https://myinterfase.com/udmercy Career Education Center Manual Posting	N	0
41	University of Findlay 1000 N. Main Street Findlay, Ohio 45840 Phone : 419-422-8313 Url : https://app.purplebriefcase.com Career Services Center Manual Posting	N	0
42	University of Michigan University of Michian School of Education 610 E. University Ave Ann Arbor, Michigan 48109 Phone : 734-764-1817 Career Services Center Manual Posting	N	0

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43	University of Toledo Student Union 1532 MS112 2801 West Bancroft St. Toledo, Ohio 43606 Phone : 419-530-1327 Url : https://utoledo-csm.symplicity.com Career Services Center Manual Posting	Y	0
44	Wayne State University 1001 Faculty Adm. Bldg. 656 W. Kirby Street Detroit, Michigan 48202 Phone : 313-577-4781 Ms. Arlene Pringle Manual Posting	N	0
45	Western Michigan University Career and Student Employment Service Western Michigan University Kalamazoo, Michigan 49008 Phone : 269-387-2745 Url : https://wmich.edu/career/planning Career Services Center Manual Posting	N	0
46	Word of Mouth Referral	N	1
47	www.mediagignow.com 717 Green Valley Road Suite 200 Greensboro, North Carolina 27408 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			7

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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	1/8/2019	Establishment of training programs for station personnel	TEGNA provided Kronos Mobile training for all employees and managers. The classes covered instructions on how to install and use the mobile application. Employee Sessions: January 8, 2019 at 9A &1P January 9, 2019 at 9A &1P January 10, 2019 at 9A &1P Manager sessions: January 8, 2019 at 10A & 2P January 9, 2019 at 10A &2P January 10, 2019 at 10A & 2P	129	All Employees
2	2/1/2019	Establishment of training programs for station personnel	Talent Acquisition Manager held two training sessions for Supervisors and Department Heads on the new TEGNA Applicant Tracking System. Sessions were held virtually: Friday, Feb 1, 2019 Monday, Feb 4, 2019	5	President & General Manager News Director Marketing Director
3	2/26/2019	Establishment of training programs for station personnel	All managers and department head leaders received training on Basware. The expense approving system used internally to approve qualifying business expenses for payroll reimbursement.	12	Digital Content Director Assistant News Director News Director Marketing Director
4	2/27/2019	Establishment of training programs for station personnel	Journalism Ethics & Social Media Training - TEGNA updated the Principles of Ethical Journalism and Social Media policies to match the Company's guiding principles including truth, independence, public interest, fair play and integrity. This new training was developed and targeted to all staff that contribute in any way to a TV or digital news or entertainment product.	40	All News Room Staff
5	4/5/2019	Establishment of training programs for station personnel	Assistant News Director from sister station training visit included training to multiple staff over a period of 4 days on the T-18 graphics pkg as well as preparing them for their graphics launch on April 9th.	1	Assistant News Director

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6	4/26/2019	Participation in events or programs sponsored by educational institutions	Hosted students from Lenawee Intermediate School District enrolled in Video and Audio production classes for a station tour. Students were given a tour of the station and insights on each dept in the building. Students learned about different roles within the industry as well as discussed recent and relevant media issues.	1	Meteorologist