

WFWA (TV)
EEO PUBLIC FILE REPORT
April 1, 2009 – March 31, 2010

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
Finance Manager Date Posted: 7/31/2009 Date Filled: 9/28/2009 Total Number of Interviewees: 12 Total Number of Applicants: 80	1 – 39	7

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)
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RS ID #	Recruitment Source Name & Contact Info	Source entitled to notice? Yes or No	Number of interviewees referred
1.	Allen County Public Library/Access Fort Wayne ncompton@acpl.info Contact: Norm Compton	Y	0
2.	Anthony Wayne Services rhoium@awsusa.com Contact: Randy Hoium, Lead Employment Consultant	Y	0
3.	Brown College kbaumeister@browncollege.edu Contact: Karol Baumeister	Y	0
4.	Brown Mackie College 3000 Coliseum Blvd. Fort Wayne, IN 46805 260-484-4400 adavis@brownmackie.edu Contact: Tony Davis, Dir. of Career Services	Y	0
5.	Corporation for Public Broadcasting www.cpb.org/jobline	Y	0
6.	Fort Wayne NAACP 1521 E. Pontiac St. Fort Wayne, IN 46806 260-744-2176 Contact: Tim Russell	Y	0
7.	Fort Wayne Newspapers tmerkley@fortwayne.com Contact: Toni Merkley	Y	9

RS ID #	Recruitment Source Name & Contact Info	Source entitled to notice? Yes or No	Number of interviewees referred
8.	Fort Wayne Urban League 2135 S. Hanna St. Fort Wayne, IN 46803 Contact: Rufus Hamilton	Y	0
9.	Fort Wayne Women's Bureau lstuckey@womensbureau.com Contact: Laura Stuckey	Y	0
10.	Huntington University kschwob@huntington.edu Contact: Kay Schwob	Y	0
11.	Harrison College (formerly Indiana Business College) Web site posting: https://www.myinterfase.com/ibc/employer/ Contact: Sherri Renz	Y	0
12.	Indiana State University Career Services freed1@isugw.indstate.edu Contact: Kent Waggoner	Y	0
13.	Indiana Univ. – Purdue Univ. at Fort Wayne Career Services Posting site: www.ipfw.edu/jobzone Contact: Marla Brenneke	Y	0
14.	Indiana Wesleyan University Student Services amanda.goff@indwes.edu Contact: Amanda Goff	Y	0
15.	Indiana Tech Career Services cpverduce@indianatech.edu Contact: Cindy Verduce	Y	0
16.	INK (Information, News & Knowledge) advertising@inknewsonline.com Contact: Terri Miller	Y	0
17.	Indiana Broadcasters Association Posting site: www.indianabroadcasters.org Contact: Gwen C. Piening	Y	0
18.	International Business College Career Services mschwartz@ibcfortwayne.edu Contact: Melissa Schwartz	Y	0

RS ID #	Recruitment Source Name & Contact Info	Source entitled to notice? Yes or No	Number of interviewees referred
19.	IPFW - CATV 2101 E. Coliseum Blvd. Fort Wayne, IN 46805 Contact: Bernie Lohmuller	Y	0
20.	ITT Technical Institute Career Services jmc michael@itt-tech.edu Contact: Joe McMichael	Y	0
21.	Ivy Tech Community College posting site: www.ivytech.edu/fortwayne/jobzone Contact: Sheila Wiggins-Biggs	Y	0
22.	League for the Blind & Disabled nancyjg_league@yahoo.com Contact: Nancy Gasparini	Y	0
23.	Manchester College Career Services bjbutterbaugh@manchester.edu Contact: Betty Butterbaugh	Y	0
24.	Men of Action P.O. Box 12884 Fort Wayne, IN 46866 260-745-5494 Contact: Tim Russell	Y	0
25.	PBS Connect Posting site: https://connect.pbs.org Contact: Thomas Crockett	N	0
26.	Taylor University jlgodorhazy@taylor.edu Contact: Jill Godorhazy-Smith	Y	0
27.	Taylor University, Fort Wayne mbarcalow@tayloru.edu Contact: Micah Barcalow	Y	0
28.	United Hispanic Americans 2424 Fairfield Ave. Fort Wayne, IN 46807 mdimas@uha-bjc.org Contact: Marie Dimas	Y	0
29.	University of Saint Francis wbrune@sf.edu Contact: Bill Brune	Y	0

RS ID #	Recruitment Source Name & Contact Info	Source entitled to notice? Yes or No	Number of interviewees referred
30.	WFWA(TV) Internal Posting	Y	1
31.	WFWA(TV) Website www.wfwa.org	Y	1
32.	WFWA(TV) Word-of-Mouth Referral	N	0
33.	WFYI TV kbilliard@wfw.org Contact: Kathy Billiard	Y	0
34.	WIPB TV Edmund F. Ball Bldg., Room 230 Muncie, IN 47306 Contact: Alice Cheney	Y	0
35.	WNIT TV wnit@wnit.org Contact: Lynn Schutz	N	0
36.	Work One Northeast Posting site: www.indianacareerconnect.com Contact: Kelli Pursley	Y	1
37.	Zonta Club of Fort Wayne ZontaClubofFW@aol.com Contact: Lois J. Neloms	Y	0
38.	Employment 1 Posting site: www.jobs4in.com Contact: Cindy Abbott, Employment Specialist	Y	0
39.	Public Broadcasting Management Assoc. Posting site: www.pbma.org Contact: Maryanne Schuessler maryanne@netaonline.org	N	0

III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Internship Program: Production Department	<p>During this reporting period, WFWA(TV) hosted two interns from local colleges in our Production Department. The interns' experiences included exposure to all aspects video productions, including training and operation of cameras, audio equipment, and lighting, in both EFP and Studio configurations, assisting on set-up of live and taped productions and transcribing scripts.</p> <p>A total of two interns worked at the station, as follows:</p> <p>Ball State University, Muncie, IN: One student from 5-11-2009 to 8-7-2009.</p> <p>University of Saint Francis, Fort Wayne, IN: One student from 1-13-2010 to 4-23-2010.</p>
2	Internship Program: Creative Services	<p>During this reporting period, WFWA(TV) hosted one intern in its Creative Services Department. Her duties included creating news releases and other external communications, providing a variety of support services for Member Services and a pledge drive, and she also received some production experience.</p> <p>Franklin College, Franklin, IN: One student from 5-11-2009 – 8-4-2009</p>
3	Participated in activity sponsored by an educational institution to further the goal of disseminating information regarding opportunities in broadcasting.	<p>Throughout this reporting period, WFWA(TV) provided classroom space for audio editing classes of Indiana Univ. – Purdue Univ. at Fort Wayne, a public university serving Northeast Indiana. The professor and students met periodically in the station's conference room and utilized the station's audio-editing lab to learn production techniques.</p>
4	Participate in event sponsored by educational institution relating to career opportunities in broadcasting	<p>On September 24, 2009, WFWA(TV) President and General Manager Bruce Haines participated in a panel discussion for student of Indiana Tech (IIT, Indiana Institute of Technology), sponsored by the school's Career Services Department.</p>

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
5	Host events for participants from educational and community organizations relating to career opportunities in broadcasting.	<p>Throughout the reporting period, WFWA (TV) hosted the following educational and community organizations for a tour of the station led by our Creative Services Manager as well as a question-and-answer session regarding the day-to-day operations, both technical and non-technical. In addition, our host advised participants on a variety of career fields available in broadcasting and how they could prepare now for career in TV or telecommunications of any kind as well as what classes to seek at the middle-high school level, as appropriate. Also advised students of summer programs and resources for college choices.</p> <p>April 21, 2009 - Wellspring Social Services/Fort Wayne, IN; 15 teens, 7 adults April 28, 2009 - ITT TechDigital Media+Videography class tour; 35 students + 2 instructors April 30, 2009 - Covington Elementary School/Cub scouts, Tiger cubs, 10-15 cub scouts and parents May 28, 2009 - Covington Elementary School Cub Scout Pack; 30 kids, 17 adults June 3, 2009 - There Is Hope Incorporated After School program; 10-18 children + 45 adults June 4, 2009 – High School exchange students from Poland with their sponsor families; 2025 people, high-school age and adults. June 29, 2009 - East Allen County Adventurers program; 15-20 kids Kindergarten through 8th grade, plus adults. July 9, 2009 - CANI/Head Start; 20+ children, 34 adults October 21, 2009 - Roanoke Elementary School The entire Second Grade; 67 students, 18 adults October 22, 2009 - Angola Area Home School Assn.; 15-20 students, 6 adults. October 25, 2009 - PBS39 Open House; Tours occurred all day, was part of event and was open the general public. Attendance for this event was confirmed at 394 total over three hours. November 5, 2009 - Tiger Cubs/Cub Scouts from Whitley County /Smith township; 21 Cubs, 12 adults November 17, 2009 – Video Production students from the University of Saint Francis, Fort Wayne; 12 students, four faculty November 17, 2009 - West Noble County (IN) High School video production students with teacher Bill Anders; 23 students, 3 adults November 23, 2009 - Croninger Elementary School (Fort Wayne), 4th Grade (Group 1); 24 students, 3 adults November 30, 2009 - Croninger Elementary School (Fort Wayne), 4th Grade (Group 2); 27 students, 4 adults November 30, 2009 - Tiger cubs from St. Joe Township (Allen County, IN); 7 cub scouts, 6 adults Monday, December 7, 2009 - Croninger Elementary School (Fort Wayne), 4th Grade (Group); 22 students, 4 adults December 9, 2009 - Tiger Cubs/Boy Scouts from St. Jude's School, Fort Wayne, IN; 7 students, 5 adults January 4, 2010 - Croninger Elementary School (Fort Wayne), 4th Grade (Group 4); 26 students, 5 adults</p>

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
		<p>February 11, 2010 - Cub Scouts/Tiger Cub Scouts and Parents; 22 people total</p> <p>February 18, 2010 - Cub Scouts/Tiger Cub Scouts + Parents; 13 people total</p> <p>February 23, 2010 - CANI/Headstart, Columbia City, IN; 40 preschoolers and teachers</p> <p>March 9, 2010 - Trinity United Methodist Church (Fort Wayne, IN), Red Hat Ladies Group; 8-12 women</p> <p>March 11, 2010 - Boy scouts, Tiger Cubs & Webelos scouts, southwest Fort Wayne area; 7 Cub scouts, 9 adults</p> <p>March 24, 2010 - Tiger Cub Scouts and Boy Scouts; 9 brothers/sisters, 8 adults</p> <p>March 25, 2010 - Tiger Cub Scouts/Waynedale Area (Fort Wayne, IN); 18 Cub Scouts, Parents & family members</p>
6	Evaluation and Analysis of Recruitment Sources	<p>In April, 2009, six new sources were added to WFWA(TV)'s Recruitment Sources List. These were added as a result of the Evaluation and Analysis that occurred in early 2009. On March 23, 2009, WFWA Human Resources Director Linda Buskirk sent requests for posting information to five additional sources. These were:</p> <ul style="list-style-type: none"> ▪ Anthony Wayne Services ▪ Brown Mackie College, Fort Wayne ▪ Indiana Business College, Fort Wayne ▪ Taylor University, Fort Wayne ▪ Taylor University, Upland ▪ Zonta Club of Fort Wayne <p>Additionally, a request was sent to Allen County League for the Blind & Disabled in Fort Wayne since this source had failed to respond to a similar request in 2008. However, because of the League's active role in promoting employment for people who are physically challenged, WFWA(TV) wanted to try again to ensure that posting information was being sent to the correct person at the League. That person did respond and so the League's information was updated.</p>