

**KSEE TELEVISION, INC.**  
**EEO PROGRAM**  
(Station compliance plan outline)  
Effective 08-01-2005

**I. GENERAL POLICY**

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, sex, age or disability in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

It is also our policy to promote the realization of equal employment opportunity through a positive, continuing program of specific practices without regard to race, color, religion, national origin, sex or age or disability.

**KSEE Television, Inc. will review this document on a regular basis and at its option, may change, delete, suspend or discontinue any part or parts of the policies outlined in this EEO Program in writing at any time. KSEE Television, Inc. will ensure that prior to making any changes that KSEE, Inc is in compliance with the rules and regulations of the FCC.**

To make this policy effective, and to ensure compliance with the Rules and Regulations of the Federal Communications Commission, we have developed an Equal Employment Opportunity Program, which includes the following elements:

**II. RESPONSIBILITY FOR IMPLEMENTATION**

Jerry Giesler, President and General Manager, is responsible for the administration and implementation of our Equal Opportunity Program. It is also the responsibility of all persons making employment decisions with respect to recruitment, evaluation, selection, promotion, compensation, training and termination of employees to ensure that our policy and program is adhered to and that no person is discriminated against in employment because of race, color, religion, national origin, sex, age or disability.

**III. POLICY DISSEMINATION**

To ensure that all members of the staff is cognizant of our equal opportunity policy and their individual responsibilities in carrying out this policy; the following communications efforts are made:

- A) The station's employment application forms contains a notice informing prospective employees that discrimination because of race, color, religion, national origin, sex, age or disability is prohibited and that they may notify the appropriate local, state or federal agency if they believe they have been the victims of discrimination.
- B) Appropriate notices are posted informing applicants and employees that the station is an Equal Opportunity Employer and of their rights to notify an appropriate local, state or federal agency if they believe they have been the victims of discrimination.

- C) We seek the cooperation of the parties subject to collective bargaining represented at the station to help implement our EEO program and all collective bargaining agreements contain a nondiscrimination clause.

#### **IV. RECRUITMENT**

To ensure that information concerning each vacancy is widely disseminated and that the following initiatives will be utilized to ensure that the recruitment efforts of KSEE Television, Inc. are broad and inclusive for each vacancy as required of the FCC.

- A) Develop a list of community, state and national recruitment sources with the appropriate contact information. Send out notification letters along with self-addressed envelopes to be returned if a source wishes to receive recruitment information from the station. This list will be continually updated to include any unsolicited recruitment sources we receive.
- B) Attempt to maintain systematic communication , both orally and in writing, with a variety of minority and women organizations to encourage the referral of qualified minority and female applicants. In addition we deal only with employment services which refer job candidates without regard to their race, color, religion, national origin, sex, age, disability, or status as a Vietnam era Veteran or Special Disabled Veteran.
- C) Encourage present employees, particularly minority and female employees, to refer minority and female candidates for existing and future job openings.
- D) Utilize the KSEE Television, Inc. website ([www.ksee24.com](http://www.ksee24.com)) to help meet the primary EEO recruitment obligation to widely disseminate information regarding each full-time job vacancy. KSEE Television, Inc. will also recruit on other major web sites, i.e. CBA, RTNDA, NABJ and NAB, to further meet its requirements.

#### **V. RECRUITMENT ELECTION/MEASURES**

KSEE Television, Inc. will utilize the following menu options for the next two years as follow (supplemental recruiting initiatives):

- A) Hosting of at least 1 job fair during a two-year period:
  - 1) KSEE Career Fair Open House (annual event) – Invitations are sent to Career Counselors and Principals for all high school seniors and college students. They are invited to send five students each to a three-hour session at the station where students rotate through five departments of the station. Each department gives a short presentation on jobs in their area. Before they leave, students are given a handout-detailing job available in the television business and specifics on the education and training needed for each.

- B) Establishment of an Internship Program designed to assist members of the community to acquire skills necessary for broadcast employment:
- 1) KSEE's Intern Program (ongoing) – The intern program is directed at college juniors and seniors and is not aimed specifically at minorities but, in actual fact, the majority of those chosen for internship are minorities. Internships are unpaid but students receive school credit for the work experience. Most positions are in the newsroom but there are also opening in Business Administration, Sales, Production, Sales Promotion and Promotions Departments.
- C) Participation in general outreach efforts by such means as Job Banks or Internet Programs, On air Promos/Announcements and Company Website Announcements.
- D) Establishing a Training Program for Station Personnel:
- 1) Station resources and/or needs are such that we are unable or do not choose to institute specific programs for upgrading the skills of employees.
  - 2) We do have a training program, which consists of the following:
    - a) Production - persons engaged in formal training for craftsmen, such as on-air personalities, technical and engineering.
    - b) White Collar - persons engaged in formal training for Officials and Managers, Professionals, Technicians, Sales and Clerical.

**2004-2005 KSEE-TV PUBLIC FILE REPORT**

**Period Covered: August 1, 2005 - July 31, 2006**

**STATION KSEE-TV**

FACILITY ID: 35594

Licensee: KSEE Television, Inc.

Address: 767 Third Avenue, 34<sup>th</sup> Floor, New York, NY 10017

Community of License: Fresno, CA

1. The following are all full-time job vacancies filled between August 1, 2005 and July 31, 2006, identified by job title and indicating the recruitment source that referred the successful candidate.

Position	Referring Recruitment Source
ACCOUNT EXECUTIVE	KSEE INTERN
ART DIRECTOR (GRAPHIC ANIMATOR)	KSEE WEBSITE
ASSIGNMENT DESK EDITOR	BUSINESS REFERRAL
ASSIGNMENT DESK EDITOR	KSEE INTERN
EXECUTIVE ADMINISTRATOR	FRESNO BEE AD
GRAPHIC ARTIST (PROMOTION)	TVJOBS.COM
IT ADMINISTRATOR	INTERNAL PROMOTION
MAINTENANCE TECHNICIAN	POSITION NOT FILLED/ELIMINATED
NATIONAL SALES MANAGER	BUSINESS REFERRAL
OPERATING TECHNICIAN	INTERNAL PROMOTION
OPERATING TECHNICIAN	INTERNAL PROMOTION

PHOTOGRAPHER	EMPLOYEE REFERRAL
PHOTOGRAPHER	WALK-IN
PHOTOGRAPHER	EMPLOYEE REFERRAL
PHOTOGRAPHER	EMPLOYEE REFERRAL
PHOTOGRAPHER	UNKNOWN/NOT STATED
PHOTOGRAPHER	ON LINE LISTING/NOT STATED
PHOTOGRAPHER	WALK-IN
REPORTER	TVJOBS.COM
SALES PROMO/RESEARCH DIRECTOR	INTERNAL TRANSFER
SENIOR PROMOTION PRODUCER	REHIRE
TOPICALPRODUCER/COORDINATOR	NEWSPAPER AD/NOT STATED
EDITOR	OPEN
METEOROLOGIST	OPEN
PHOTOGRAPHER	OPEN
REPORTER	OPEN
SALES PROMO/RESEARCH DIRECTOR	OPEN

2. Total number of persons interviewed for full-time vacancies between August 1, 2004 and July 31, 2005:

96

3. The following are all sources used to recruit for full-time vacancies filled in between August 1, 2004 and July 31, 2005. Except where indicated otherwise, all of these sources were used to recruit for all full-time job vacancies.

<b>Recruitment Source</b>	<b>Contact Person /Address/ Telephone/FAX /Email</b>	<b>Total Number of Interviewees Referred by Recruitment Source</b>
Graeme Newelle 602 Communications	Graeme Newell 1837 Bardmoor Hill Circle Orlando, FL 32835 707-543-1426/407-532-1992 <a href="mailto:gnewell@602communications.com">gnewell@602communications.com</a>	0
Television Week	Eric Chasko 6500 Wilshire Blvd. #2300 Los Angeles, CA 90048 323-370-2415/323-658-6174 EChasko@crain.com	0
African-American Media Incubator	2164 Wisconsin Avenue, Washington, DC 20007 202-342-6661/202-342-6667	0
BBA – Black Broadcasters Alliance	3474 William Penn Hwy. Pittsburg, PA 15235	0
Bigtvjoblist.com	Bigtvjoblist.com	0
IBC – Indigenous Broadcast Center	810 East Ninth Avenue Anchorage, AK 99501-3826 907-277-2776/907-263-7456	0
Lostremote.com	jobs@lostremote.com	0
TVJobs.com	Mark Holloway PO Box 4116 Oceanside, CA 92252	11

<b>Recruitment Source</b>	<b>Contact Person /Address/ Telephone/FAX /Email</b>	<b>Total Number of Interviewees Referred by Recruitment Source</b>
	760-754-2115/760-754-8177 <a href="mailto:admin@tvjobs.com">admin@tvjobs.com</a>	
NABJ – National Association of Black Journalists	8701A Adelphi Rd. Adelphi, MD 20783-1716 301-445-7100/301-445-7101 nabj@nabj.org	0
All Granite Broadcasting stations: WKBW, WDWB, KBJR, WPTA, WEEK, WB20, WTVH	HR Dept FAX Number: 716-842-1855, 248-355-0368, 218-720-9699, 260-483-2568, 309-698-9335, 415-826-2716, 315-425-5513	0
AAJA - Asian American Journalists Association	Samantha Jang 182 Market Street Suite 320 San Francisco, CA 94102 415-346-2051/415-346-6343 post@aaja.org	0
The Association for Women in Communications, Inc.	3337 Duke Street Alexandria, VA 22314 703-370-7436/703-370-7437 <a href="mailto:info@womcom.org">info@womcom.org</a> www.womcom.org	0
CCNMA - California Chicano News Media Association	Xochilt Chavaria 3502 Watt Way G38 Los Angeles, CA 90089-0281 213-740-5263/213-437-4423 info@ccnma.org	0
Fresno Bee	Pao Moua 559-441-6119/559-441-6045	16
IWMF - International Women's Media Foundation	1000 Connecticut Avenue, NW – Suite 1201 Washington, DC 20036 202-496-1992/ 202-496-1977 iwmf@aol.com	0
NABC - National Association of Black College Broadcasters	PO Box 3191 Atlanta, GA 30302 404-523-6136/404-523-5467	0
NAHJ - National Association of Hispanic Journalists	1000 National Press Building Washington, DC 20045 202-662-7145/202-662-7144 jobbank@nahj.org	0
NAMME - National Association of Minority Media Executives	1921 Gallows Road Suite 600 Vienna, VA 22182 703-893-2410/703-893-2414	0
The Art Institute	Becky FAX 954-525-2602	0
Columbia College Chicago	Ashley Knight 600 S. Michigan Avenue Chicago, IL 60605 312-344-7344/312-344-8020	0
CSU Fresno (Fresno State)	Caroline Williams 559-278-2381/559-278-6483	0

<b>Recruitment Source</b>	<b>Contact Person /Address/ Telephone/FAX /Email</b>	<b>Total Number of Interviewees Referred by Recruitment Source</b>
	caroline_williams@csufresno.edu	
Central Valley Professional	559-445-6257/559-244-7689	0
Dept. Of the Navy, Fleet and Family Support	Curtis Hellman Naval Air Station 930 Franklin Avenue Lemoore, CA 559-998-4468 or 559-998-4028559-998-4040	0
Northwest Church	Dan Fausser 5415 N. West Fresno, CA 93711 559-435-2200/559-435-5848 danfausset@aol.com	0
NPPA - National Press Photographers Association	Tim Jones 707-313-0933 sandy@sandyhuffakerjr.com	0
HAFFIM - Hispanic Americans for Fairness in Media	Esther Renkeria 5400 E. Olympic Blvd. Suite 260 Los Angeles, CA 90022-5142 321-726-1558/323-726-1865 info@latinocareers.com	0
Fresno County EOC	Frank Franco 1900 Mariposa Mall #303 Fresno, CA 93721 559-2613-1116/559-263-1187 frank.franco@fresnoeoc.org	0
Fresno State University – Job Board	FAX 559-278-6483	0
Hispanic Link News Service	FAX 202-234-4090	0
Fresno County WorkForce Connection	Ira Waller 559-230-4557/559-230-4043 ira@workforce-connection.com	0
Fresno City College – DSPS (Workability III)	Karin Anderson-Llyod 1101 E. University Avenue Fresno, CA 93741 559-442-4600/559-442-8202 AKAclyde@hotmail.com	0
Navy Lemoore NAS Lemoore Family Service Center	Daryl Shaw SEAP, Quality of Life Dept. Navy Lemoore, CA 93245 559-998-4038/FAX 559-256-5742	0
Navy Lemoore Spouse Employment Program Family Service Center	Keith Kelley 559-256-5742	0
Visalia Times - Delta	Sara Pendola PO Box 31 Visalia, CA 93279 559-735-3343/559-735-3398 smmartin@visalia.gannett.com	0
JIB - Joint Industry Board – Region 10	Lara Hartley FAX 760-256-0685	0

<b>Recruitment Source</b>	<b>Contact Person /Address/ Telephone/FAX /Email</b>	<b>Total Number of Interviewees Referred by Recruitment Source</b>
Employment Development Department	Lucy Bumanglag 1939 Academy Avenue Sanger, CA 93657 559-875-1730/559-875-7585 lbumangl@edd.ca.gov	0
SPN - Sacramento Professional Network Chapter of Experience Unlimited	5007 Broadway Sacramento, CA 95820 Marketing 916-227-0330/FAX 916-227-0382	0
National Hispanic Media Coalition	Alex Nogales 2514 S. Grand Avenue Los Angeles, CA 90007 213-746-6988/213-746-1305	0
Fresno City College	Job Placement – Sean, Joan or Phyllis 1101 E. University Avenue Fresno, CA 93741 559-442-8294/FAX559-442-4850 sean.henderson@fresnocitycollege.edu	0
Spots and Dots	FAX 607-729-7331	0
State Center Community College	559-226-3753/559-244-5990	0
Microcomputer Education Center	Teresa Norman 2002 N. Gateway Fresno, CA 559-4560623/559-456-0188	0
Medialine.com	Mark Shilstone Box 51909 Pacific Grove, CA 93950 800-237-8073/831-648-5204 <a href="mailto:medialine@medialine.com">medialine@medialine.com</a>	0
University of California at Berkeley – Graduate School of Journalism	Lanita Pace-Hamilton Graduate School of Journalism 121 North Gate Hall #5860 University of California at Berkeley Berkeley, CA 94720-5860 510-643-7928/FAX 510-643-9136 jcareer@uclink4.berkeley.edu	0
CBA - California Broadcasters Association	Joe Berry 915 L Street, Suite 1150 Sacramento, CA 95814 916-444-2237/FAX 916-444-2043 info@cabroadcasters.org	0
Fresno Workforce Development Board	Tamico Thomas 559-490-7180/559-490-7181 tthomas@jobfresno.com	0
Fresno State Mass Communications/Journalism Dept	D. Sadler 2225 East san Ramon Avenue, M/S MF 10 Fresno, CA 93740-8029	0

<b>Recruitment Source</b>	<b>Contact Person /Address/ Telephone/FAX /Email</b>	<b>Total Number of Interviewees Referred by Recruitment Source</b>
	559-278-5702 dsadler@fresno.edu	
Fresno Pacific University	Mary Willis 1717 S. Chestnut Avenue Fresno, CA 93702 559-453-2220 William@fresn.edu	0
TVB - Television Bureau of Advertising	Hope Etheridge 3 East 54 <sup>th</sup> Street New York, NY 10022-3108 212-935-5631/212-935-5631 hope@tvb.org	0
Fresno State Craig Business School	Debbie Young 559-278-4985 Debbie@csufresno.edu	0
KSEE Website	<a href="http://www.ksee24.com">www.ksee24.com</a> HR Dept. <a href="mailto:gayg@ksee.com">gayg@ksee.com</a> or tracib@ksee.com FAX 559-454-2487	3
Employee Referral	KSEE Employees	7
In-House	KSEE internal Employees	6
Walk-in	Walk-in	2
KSEE Interns	KSEE Interns	2
Business Referral	Word of mouth	7
Other	Unknown/not stated	41
National Black Media Coalition	1738 Elton road Suite 314 Silver Spring, MD 20903 301-445-2600/301-445-1693	0
NLGJA – National lesbian and Gay Journalists Association	1420 K Street, NW Suite 910 Washington, DC 20005 202-588-9888/202-588-1818 info@nlgja.org	0
NAJA – Native American Journalist Association	U of South Dakota 414 E. Clark Street Vermillion, SD 57069 605-677-5282/866-694-4264 info@naja.com	0
NAPT – Native American Journalist	PO Box 83111 Lincoln, NE 68501 402-472-3522/402-472-8675	0
TVANDRADIOJOBS.COM	Tvandradiojobs.com	0
TVGIGSONLINE	postagig@tvgigsonline.com	0
TV Newz	jobs@tvnewz.com	0
CCHCC - Central Hispanic Chamber of Commerce	Elba Morales 1900 Mariposa Mall #105 Fresno, CA 93721 559-485-6640/559-485-3738 directorn@cchcc.com	0
Entertainment careers	Entertainment careers.com	1
Fresno Bee	Mediabiz.com	0

4. The following are the long-term menu options implemented between August 1, 2005 and July 31, 2006, including a brief description of each:

E) Hosting of at least 1 job fair during a two-year period:

- 1) KSEE Career Fair Open House (annual event) – Invitations are sent to Career Counselors and Principals for all high school seniors and college students. They are invited to send five students each to a three-hour session at the station where students rotate through five departments of the station. Each department gives a short presentation on jobs in their area. Before they leave, students are given a handout, detailing jobs available in the television business and specifics on the education and training needed for each.

In addition, KSEE Television has participated in Reedley College Career Fair on March 29, 2006.

F) Establishment of an Internship Program designed to assist members of the community to acquire skills necessary for broadcast employment:

- 2) KSEE's Intern Program (ongoing) – The intern program is directed to college juniors and seniors. Internships are unpaid but students receive school credit for the work experience. Most positions are in the newsroom but there are also openings in Business Administration, Sales, Production, Sales Promotion and Promotions Departments.

In addition, KSEE Television, Inc. has participated in Fresno State Internship Fair on November 2, 2005.

G) Participation in general outreach efforts by such means as Local Organizations, Job Banks or Internet Programs, On Air Promotions/Announcements and Company Website Announcements.

H) Establishing a Training Program for Station Personnel for new and current employees:

- 1.) Our training program provides employees with skill sets that could enable them to acquire higher-level positions.
  - b) Production - persons engaged in formal training for craftsmen, such as on-air personalities, technical and engineering.
  - b) White Collar - persons engaged in formal training for Officials and Managers, Professionals, Technicians, Sales and Clerical.

5. A copy of this Public File Report is posted on our website, [www.ksee24.com](http://www.ksee24.com).