EEO Public File Report for WXXI Public Broadcasting Council (WXXI-TV, WXXI-FM, WXXI-AM, WXXY, WITH-FM, WEOS-FM, WRUR-FM)

This EEO Public File Report is filed in WXXI’s public inspection file pursuant to Section 73.2080 of the Federal Communications Commission’s (FCC) rules.

During the period January 23, 2018 through January 22, 2019, WXXI filled the following full-time vacancies:

- Accounts Receivable Clerk
- Chief Engineer
- Reporter/Producer
- Reporter/Producer (Health)
- Station Engagement & Events Coordinator

Attachment A contains the following information for each full-time vacancy:

- The recruitment source(s) used to fill each vacancy, identified by name, address, contact person and/or office, and telephone number.
- The recruitment source that referred the person hired for each full-time vacancy.
- The total number of persons interviewed for each full-time vacancy.
- The total number of interviewees referred by each recruitment source used in connection with each vacancy.

Attachment B contains a list and brief description of Supplemental Outreach Initiatives completed for the period January 23, 2018 through January 22, 2019.
## Attachment A

**EEO Public File Report**  
Recruitment Sources Used To Fill Each Full-time Vacancy  
For the period January 23, 2018 – January 22, 2019

### Accounts Receivable Clerk  
Opened – March 21, 2018  
Filled – May 14, 2018  
Total Interviewed - 7

**Source – WXXI Website**  
- WXXI Internal Source  
- WXXI Website  
- Careerbuilder.com/Democrat and Chronicle  
- New York State Labor Dept. (New York State Job Bank)  
- Handshake  
- Veterans Outreach Center, Inc.  
- Rochester Area Career Development Association  
- LinkedIn  
- Indeed.com

<table>
<thead>
<tr>
<th>Recruitment Source</th>
<th>Contact Name/Office</th>
<th>Total Interviewed</th>
<th>Requested Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td>WXXI Internal Source</td>
<td>Stacey Bigham (585) 258-0228 <a href="mailto:sbigham@wxxi.org">sbigham@wxxi.org</a></td>
<td>2</td>
<td>N</td>
</tr>
<tr>
<td>WXXI Website</td>
<td>Mike Scipioni (585) 325-7500 x327 <a href="mailto:mscipioni@wxxi.org">mscipioni@wxxi.org</a></td>
<td>2</td>
<td>N</td>
</tr>
</tbody>
</table>
| Careerbuilder.com/Democrat & Chronicle                  | Chris Schultz (585) 258-9717 Chris.Schultz@careerbuilder.com  
https://employer.careerbuilder.com                      | 1                 | N                      |
| NYS Labor Department                                   | nysjobbank@labor.ny.gov  
New York State Dept.of Labor, Division of Employment and Workforce Solutions  
Harriman Campus, Building 12, Room 436  
Albany, NY 12240 1-888-4-NYSDOL                          |                                                 | N                      |
| Handshake (Distributes postings)                        | Individual area college career services respond on each job posting.                |                   | N                      |
| Veterans Outreach Center, Inc.                          | Nena Siverd (585) 295-7818 Employment Mgr  
Nena.siverd@vocroc.org                                   | 4                 | N                      |
| Rochester Area Career Development Assoc.                | info@racda.org/post-jobs/                                                          |                   | N                      |
| LinkedIn (employee account)                             | Stacey Fletcher, WXXI Controller  
https://www.linkedin.com/                                 |                   | N                      |
| Indeed.com                                              | https://employers.indeed.com/                                                      | 2                 | N                      |
Chief Engineer  
Opened – March 7, 2018  
Filled – August 13, 2018  
Total Interviewed - 6  

Source – WXXI Internal Source  
WXXI Internal Source  
WXXI Website  
Careerbuilder  
Current (Public Media Jobs.org)  
National Educational Telecommunications Association (NETA)  
Corporation for Public Broadcasting (CPB)  
Indeed.com  
New York State Labor Dept. (New York State Job Bank)  
Society of Broadcast Engineers (SBE)  

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<td>Stacey Bigham (585) 258-0228 <a href="mailto:sbigham@wxxi.org">sbigham@wxxi.org</a></td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>WXXI Website</td>
<td>Mike Scipioni (585) 325-7500 x327 <a href="mailto:mscipioni@wxxi.org">mscipioni@wxxi.org</a>, <a href="http://www.wxxi.org">www.wxxi.org</a></td>
<td>2</td>
<td>N</td>
</tr>
<tr>
<td>Current (Public Media Jobs)</td>
<td>Publicmediajobs.org, <a href="https://jobs.current.org/jobseeker">https://jobs.current.org/jobseeker</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>National Educational Telecommunications Assoc. (NETA)</td>
<td>Greg Tillou (803) 978-1574 <a href="mailto:greg@netaonline.org">greg@netaonline.org</a>, NETA P.O. Box 50008 Columbia, SC 29250-0008</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Corporation for Public Broadcasting (CPB)</td>
<td><a href="https://www.cpb.org/jobline">https://www.cpb.org/jobline</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Indeed.com</td>
<td><a href="https://employers.indeed.com">https://employers.indeed.com</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>NYS Labor Department</td>
<td><a href="mailto:nysjobbank@labor.ny.gov">nysjobbank@labor.ny.gov</a>, New York State Dept. of Labor, Division of Employment and Workforce Solutions Harriman Campus, Building 12, Rm. 436 Albany, NY 12240 1-888-4-NYSDOL</td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>Society of Broadcast Engineers (SBE)</td>
<td><a href="mailto:info@sbe.org">info@sbe.org</a>, <a href="http://www.sbe.org/jl">www.sbe.org/jl</a></td>
<td>1</td>
<td>N</td>
</tr>
</tbody>
</table>
**Reported/Producer**  
**Opened – September 4, 2018**  
**Filled – January 7, 2019**  
**Total Interviewed = 5**

**Source – WXXI website**  
WXXI Internal Source  
WXXI Website  
Indeed.com  
New York State Broadcasters Association (NYSBA)  
CareerBuilder.com  
NYS Dept of Labor  
National Association of Black Journalists (NABJ)  
Handshake  
Current (Public Media Jobs.org)  
JournalismJobs.com  
S.I. Newhouse School of Public Communications  
Public Radio News Directors Inc. (PRNDI)

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<td>2</td>
<td>N</td>
</tr>
<tr>
<td>WXXI Website</td>
<td>Mike Scipioni (585) 325-7500 x327 <a href="mailto:mscipioni@wxxi.org">mscipioni@wxxi.org</a></td>
<td>2</td>
<td>N</td>
</tr>
<tr>
<td>Indeed.com</td>
<td><a href="https://employers.indeed.com">https://employers.indeed.com</a></td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>Careerbuilder.com</td>
<td>Chris Schultz (585) 258-9717 <a href="mailto:Chris.Schultz@careerbuilder.com">Chris.Schultz@careerbuilder.com</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td></td>
<td><a href="https://employer.careerbuilder.com">https://employer.careerbuilder.com</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NYS Dept of Labor</td>
<td><a href="mailto:nysjobbank@labor.ny.gov">nysjobbank@labor.ny.gov</a>, New York State Department of Labor, Division of Employment and Workforce Solns. Harriman Campus, Building 12, Room 436 Albany, NY 12240 1-888-4-NYSDOL</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>National Association of Black Journalists (NABJ)</td>
<td><a href="mailto:info@nabjcarrers.org">info@nabjcarrers.org</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Handshake (Distributes postings)</td>
<td>Individual area college career services respond on each job posting.</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Current (Public Media Jobs)</td>
<td>Publicmediajobs.org</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td></td>
<td><a href="https://jobs.current.org/jobseeker">https://jobs.current.org/jobseeker</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JournalismJobs.com</td>
<td><a href="https://www.journalismjobs.com">https://www.journalismjobs.com</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>S.I. Newhouse School of Public Communications</td>
<td><a href="mailto:wsloughl@syr.edu">wsloughl@syr.edu</a>, (315) 443-3270 S.I. Newhouse School of Public Communications Syracuse University</td>
<td></td>
<td>N</td>
</tr>
</tbody>
</table>
January, 2019

Reporter/Producer (Health)  
Opened – March 8, 2018  
Filled – June 18, 2018  
Total Interviewed = 5  

Source – Former employee  
WXXI Internal Source  
WXXI Website  
Careerbuilder.com  
Indeed.com  
New York State Labor Dept.  
NYS Broadcasters Association (NYSBA)  
Current (Public Media Jobs)  
JournalismNext.com  
National Association of Black Journalists (NABJ)  
Minority Reporter Media Group  
S.I. Newhouse School of Public Communications

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<tbody>
<tr>
<td>WXXI Internal Source</td>
<td>Sharon Congelli (585) 258-0220 <a href="mailto:scongelli@wxxi.org">scongelli@wxxi.org</a></td>
<td>3</td>
<td>N</td>
</tr>
<tr>
<td>WXXI Website</td>
<td>Mike Scipioni (585) 325-7500 x327 <a href="mailto:mscipioni@wxxi.org">mscipioni@wxxi.org</a> <a href="http://www.wxxi.org">www.wxxi.org</a></td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>Careerbuilder.com</td>
<td>Chris Schultz (585) 258-9717 <a href="mailto:Chris.Schultz@careerbuilder.com">Chris.Schultz@careerbuilder.com</a> <a href="https://employer.careerbuilder.com">https://employer.careerbuilder.com</a></td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>Indeed.com</td>
<td><a href="http://www.indeed.com/">www.indeed.com/</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NYS Labor Department</td>
<td><a href="mailto:rochesterjobbank@labor.state.ny.us">rochesterjobbank@labor.state.ny.us</a> 1-888-469-7365</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>NYS Broadcasters Association (NYSBA)</td>
<td>Carolyn Jung NYSBA <a href="http://nysbroadcasters.org/careers">http://nysbroadcasters.org/careers</a></td>
<td></td>
<td></td>
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<tr>
<td>Current (Public Media Jobs)</td>
<td>Publicmediajobs.org <a href="https://jobs.current.org/jobseeker">https://jobs.current.org/jobseeker</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>JournalismNext.com</td>
<td>April Kamaldinova (626) 792-3846 <a href="mailto:info@journalismnext.com">info@journalismnext.com</a></td>
<td></td>
<td>N</td>
</tr>
</tbody>
</table>
| National Association of Black Journalists (NABJ)        | info@nabjcareers.org  
NABJ Career Center  
(626) 792-3846  
8800 Lakewood Dr., #117  
Windsor, CA 95492 |                   | N                      |
| Minority Reporter Media Group                           | Claribel Oliveras (585) 301-4199 claribel@rochesterlavoz.com  
Minority Reporter Media Group  
333 Hollenbeck St.  
Rochester, NY 14621 |                   | N                      |
| S.I. Newhouse School of Public Communications           | wsloughl@syr.edu  
(315) 443-3270  
S.I. Newhouse School of Public Communications  
Syracuse University |                   | N                      |
Station Engagement & Events Coordinator
Opened – October 23, 2018
Filled – January 7, 2019
Total Interviewed = 9
Source – WXXI Internal Source
WXXI Internal Source
WXXI Website
Indeed.com
Monster.com
NYS Labor Department
Handshake
Veterans Outreach Center, Inc.

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<td>Sharon Congelli (585)258-0220 <a href="mailto:scongelli@wxxi.org">scongelli@wxxi.org</a></td>
<td>5</td>
<td>N</td>
</tr>
<tr>
<td>WXXI Website</td>
<td>Marion French (585) 325-7500 x280 <a href="mailto:mfrench@wxxi.org">mfrench@wxxi.org</a> <a href="http://www.wxxi.org">www.wxxi.org</a></td>
<td>1</td>
<td>N</td>
</tr>
<tr>
<td>Careerbuilder.com</td>
<td>Chris Schultz (585) 258-9717 <a href="mailto:Chris.Schultz@careerbuilder.com">Chris.Schultz@careerbuilder.com</a></td>
<td>2</td>
<td>N</td>
</tr>
<tr>
<td>Indeed.com</td>
<td><a href="http://www.indeed.com/hire">www.indeed.com/hire</a></td>
<td>1</td>
<td>N</td>
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<tr>
<td>Monster.com</td>
<td><a href="mailto:support@monster.com">support@monster.com</a></td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>NYS Labor Department</td>
<td><a href="mailto:hotjobs@rochesterworks.org">hotjobs@rochesterworks.org</a></td>
<td></td>
<td>N</td>
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<tr>
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<td>Individual area college career services respond on each job posting.</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Veterans Outreach Center, Inc.</td>
<td>Nena Siverd (585) 295-7818 Employment Mgr <a href="mailto:Nena.siverd@vocroc.org">Nena.siverd@vocroc.org</a></td>
<td></td>
<td>N</td>
</tr>
</tbody>
</table>

Total Number of Interviewees & Recruitment Sources
The following are the recruitment sources that referred interviewees during the period covered by this report and the number of interviewees referred by each of those sources.

Total # of Interviewees 32

Sources
WXXI Website 8
WXXI Internal Source 13
Indeed.com 4
Society of Broadcast Engineers 1
Careerbuilder 6

January, 2019
Description of Supplemental Outreach Initiatives

1 – Participation in job fairs by station personnel with hiring responsibilities

- WXXI’s HR Director & HR Administrative Assistant attended Roberts Wesleyan Internship & Career Fair, March 2018.
- WXXI’s HR Director & HR Administrative Assistant attended Nazareth College job fair, March 2018.
- WXXI’s HR Director participated in Rochester Works Job Fair, October 2018.

2 (v) – Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment:

- Reachout Radio & FM Program Director:
  - Hosted U of R Humanities for Life/Mellon Intern June 11-August 13, 2018
  - Hosted independent intern, September 8-November 26, 2018

2 (viii) – Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions:

- 100% WXXI employees received online Sexual Harassment Prevention Training (now NYS-mandated), Thomson Reuters (We Comply), March 2018

- Manager, Educational Training & Family Engagement participated in the following webinars:
  - Learning with PBS KIDS: Exploring Arts & Creativity with Pinkalicious, January 2018
  - RTL Required Webinar: CC-ELM Planning Grant Proposal - Session A, January 2018
  - More Than A Month: Sighted Eyes/Feeling Heart, February 2018
  - Children's Media & Education Monthly Update, February 2018
  - Learning with PBS KIDS: Social & Emotional Learning with Daniel Tiger, February 2018
  - Odd Squad Be The Agent Camp/Portal Walk Through (refresh), February 2018
  - More Than A Month: Tell Them We Are Rising, February 2018
  - Learning with PBS KIDS: Playful Learning with Technology, February 2018
  - Children's Media & Education Monthly Update, March 2018
  - RTL PBS KIDS Ruff Ruffman Webinar, April 2018
  - Practical Evaluation Strategies for Family Engagement Professionals, April 2018
  - PBS Media Literacy Educator Certificate by KQED, May 2018
  - Children's Media & Education Monthly Update, June 2018
  - RTL Meta-analysis Webinar with Lisa Hurwitz, June 2018
  - Children's Media & Education Monthly Update, July 2018
  - Creative, Design-Based Explorations in Engineering and Technology for Early Childhood Classrooms, July 2018
  - Starting Your Makerspace, July 2018
  - Support Social Development in the Early Childhood Inclusion Classroom with Music, July 2018
  - Back to School with PBS LearningMedia: Station Marketing Update and Localization Training, August 2018
  - Children's Media & Education Special Webinar: November Schedule Change & Luna Deep Dive, August 2018
  - Children's Media & Education Monthly Update, September 2018
  - The Impact of Early Childhood Trauma on Children’s Behavior, September 2018

January, 2019
• Director of Sales & Marketing & Corporate Sponsorship Account Manager participated in the PrimeLingo Report Builder webinar, January 2018

• Director of Sales & Marketing was a presenter at the NYSBA Event at Syracuse University, February 2018.

• Corporate Sponsorship Account Managers (4) participated in The Great American Read webinar, February 2018.

• Corporate Sponsorship Account Managers (3) participated in NYSBA Car Training – CCR, May 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (2) participated in Reshaping Rochester: Sparking Change - Women in Design Luncheon, May 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (3) participated in Prime Lingo training on reach analytics, July 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in Corporate Support Webinar: Teamwork Creates Partnerships that Benefit All, September 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in NAB Training, October 2018

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (3) participated in IAB Digital Sales Training, October 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in Webinar: Making the Business Case for UW: Updated ROI Research, November 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in PBS Development Services: Taste of CSPI - Product Profile Webinar, December 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in Sales Group Training – CSPI, November 2018

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in NPR Gen Listen – Race, November 2018.

• Director of Sales & Marketing & Corporate Sponsorship Account Managers (4) participated in Sales Group Training – CSPI, January 2019.
Manager, Educational Training & Family Engagement participated in the following training:
  o American Spring LIVE Project Launch Meeting - Citizen Science, November 2018

Coordinator, Education & Outreach participated in the following webinars:
  o Indie Lens Webinar, February 2018
  o Veterans Webinar, February 2018
  o The Great American Read Webinar, February 2018
  o Indie Lens Webinar, March 2018
  o The Great American Read Webinar, May 2018
  o Indie Lens Webinar, October 2018
  o Indie Lens Webinar, January 2019

Controller participated in Sage Intacct Software training, October 2018

Controller participated in Sage Intacct Printing 1099 Reports and Forms, January 2019

Vice President, Education & Interactive Services participated in the following professional development:
  o NETA Conference 2018, January 2018
  o American Graduate: Measures & Outcomes, February 2018
  o RTL PBS KIDS Odd Squad Be The Agent Camp/Portal Walk Through, February 2018
  o Intro to the Advancing Equity in CTE to Community of Practice, March 2018
  o Future of Core Publisher, March 2018
  o Practical Evaluation Strategies for Family Engagement Professionals, April 2018
  o Behind the Scenes Look at the PBS LearningMedia Redesign, August 2018
  o Upstate Social Conference Day, October 2018
  o Adult Ed CMS Advisory Meeting, October 2018
  o State of Our Children Forum, November 2018
  o Workforce Development Forum (STEM), November 2018
  o Workforce Development Summit(FLREDC), January 2019

Vice President, Education & Interactive Services participated in the following webinars:
  o Ready To Learn Planning Webinar, January 2018
  o American Graduate Community Engagement 101 Webinar, January 2018
  o Creating Interactive Lessons Webinar, January 2018
  o American Graduate Community Engagement 201 Webinar, February 2018
  o NPR Station Updates on Facebook Webinar, February 2018
  o Veterans Coming Home RFP Webinar, February 2018
  o DataTracker Webinar, February 2018
  o The Great American Read Webinar, February 2018
  o Children's & Education PBS Update Webinar, March 2018
  o American Graduate Content Webinar, March 2018
  o Children's & Education PBS Update Webinar, March 2018
  o Children's & Education PBS Update Webinar, April 2018
  o RTL PBS KIDS Ruff Ruffman Engagement Resources Webinar, April 2018
  o Future of Publishing & Content Sharing Webinar, April 2018
  o IMPACT Webinar: Leveraging LinkedIn to Support Career Mentoring with Youth, April 2018
  o DCA Playbook Webinar: Assessing Your Station and the Competition, April 2018
  o PBS Passport Progress Webinar, April 2018
  o Introducing Station Exchange: User training Webinar, April 2018
  o American Graduate: Target Audience Webinar, May 2018

January, 2019
PBS KIDS 24/7 Update Webinar, May 2018
Community Engagement and Partner Engagement Webinar, June 2018
ORS Impact Logic Model Webinar, June 2018
RTL Research Webinar, June 2018
Children's & Education PBS Update Webinar, July 2018
Implicit Bias Webinar, July 2018
Outcome Mapping Webinar, August 2018
Back to School with PBS LM Webinar, August 2018
Children's & Education PBS Update Webinar, August 2018
Future of Core Publisher Update Webinar, August 2018
Children's & Education PBS Update Webinar, September 2018
Content, Marketing & Fundraising Webinar, September 2018
Disabilities Outreach Webinar, October 2018
Reinventing Membership Webinar, October 2018
Wavelength Webinar, November 2018
Children's & Education PBS Update Webinar, December 2018
CORE Publisher Roadmap Update Webinar, December 2018

- Associate Director, Planned Giving participated in the following professional development:
  - Lectures on planned giving, September 2018 & November 2018

- City 12 Manager attended the National Association of Black Journalists, August 2018

- Communications Content Strategist attended the:
  - Upstate Social social media conference, which featured presentations, panels, and breakout sessions with national and local professionals who've proven social prowess in their field, October 2018
  - Public Relations Society of America – Visual Communications Workshop where PRSA brought together experts to share important info and tips all public relations pros should know when it comes to communicating visually, April 2018
  - Public Relations Society of America – Turning Employees into Social Media Ambassadors. Attendees of the program broke into small groups to take a deep dive into several case studies guided by a moderator, while sharing how their own organizations and agencies are using social media to build brand ambassadors, March 2018

- BA & HR Administrative Assistant participated in the following professional development:
  - Chamber Impact: World Read Aloud Day, John James Audobon School # 33, 300 Webster Ave. , Rochester NY, February 2018
  - Online Sexual Harassment Prevention Training, Thomson Reuters, WXXI, February 2018
  - PMBA Webinar: Sexual Harassment, February 2018
  - Phillips Lytle 2018 Labor & Employment Law Seminar, Strathallan Hotel, Rochester, NY, May 2018
  - SkillPath Training: HR Law Seminar, Rochester NY, June 2018
  - Chamber Counsel: Non-Compete Agreements, June 2018
  - Webinar: Sharepoint- Making The Business Case for a Misunderstood Platform, WXXI
  - PMBA Webinar: Active Shooter Training; How to Prepare Your Station, July 2018
  - Friday HR Briefing: -The Implications of Medical Marijuana In the Workplace, Five Star Bank, Rochester, NY, August 2018
  - Webinar: Think HR, Five Policies That Should Be In Your Employee Handbook, August 2018

January, 2019
o Friday HR Briefing: NYS Sexual Harassment Prevention Laws, What Is Required, Five Star Bank, Rochester, NY, August 2018
o Admin Support Meeting, WXXI - Presentation by Alison Jones, Underwriting, August 2018
o Webinar: Think HR Top 6 Avoidable Leave of Absence Mistakes, WXXI, August 2018
o Friday HR Briefing: Managing Maternity Leaves for Employee & Business Success, September 2018
o SHRM Seminar: Diversity & Inclusion, Human & Legal Perspectives On Working With Transgender Employees, Rochester, NY, September 2018
o Job Fair: Recruiting Round Rochester, Rochester Works, 255 N. Goodman Street, Rochester, NY, October 2018
o WXXI Listening Session on Race, WXXI, November 2018
o Friday HR Briefing: Onboarding, A Key Component of Profitable Organizations, Five Star Bank, Rochester, NY, December 2018

• VP, Technology & Operations participated in the following SBE meetings and webinars:
  o Virtualization in the Radio Broadcasting Environment, January 2018
  o AES-67 and AES-70 Presentation, February 2018
  o Fiber 101 - Includes basics of fiber, March 2018
  o Sharing of the 2025-2110 MHz band between DoD and the broadcast community, March 2018
  o Comprehensive facility monitoring & control, April 2018
  o NAB Trade show and conferences, April 2018
  o Transition to IP Video, May 2018
  o Impact from the upcoming Television repack, June 2018
  o RF201 Module 3, August 2018
  o KVM Solutions for Control Rooms, September 2018
  o Distributing live streams across long distances, October 2018
  o ATSC 3.0 Module 2, October 2018
  o NAB course: ATSC 3.0 and 5G- Competitive or Complimentary, November 2018
  o ATSC 3.0 Module 3, December 2018

• Senior Editor attended the:
  o NABJ Convention, Detroit, MI, August 2018
  o African American Leadership Development Program (AALDP) through the United Way of Rochester, September 2018

• Classical Music Director represented WXXI Public Broadcasting Council by participating in the following activities:
  o Emcee, Summer Prelude—fundraiser for Strings for Success, May 2018
  o Emcee, ABC Annual Meeting
  o Host, ROCmusic Collective fundraiser, June 2018
  o Introductions for the Xerox Rochester International Jazz Festival, June 2018
  o Clothesline Festival Remote, September 2018
  o Ongoing Outreach: Board Member, Penfield Symphony Orchestra; Board Member, William Warfield Scholarship Fund; Honorary Board, Amadeus Choir

• Assistant VP, Major and Planned Giving participated in the following professional development:
  o PBS Annual Meeting, May 2018
  o PMDMC, July 2018

January, 2019
Association of Fundraising Professionals Deep Dive on Charitable Trusts, November 2018
PBS Development Advisory Committee Meeting December 2018

Reachout Radio & FM Program Director participated in the following professional development:
- Public File Webinar: Across the Finish Line, January 2018
- NPR Smart Speaker webinar, January 2018
- NonCom MUSICAlliance conference call, March 2018
- NPR Webinar Station Publishing in the Digital Network, March 2018
- NPR Audience Webinar, April 2018
- Adobe Production Training, May 2018
- Reaching Rochester's Spanish Market – training seminar, June 2018
- Charity How To Webinar: Using FB Fundraising, June 2018
- NPR Webinar: Core Publisher User Research, June 2018
- PMBA Webinar: Active Shooter, July 2018
- Classical Music Rising meeting in Portland, OR, August 2018
- NPR Core Publisher Webinar, August 2018
- Upstate Social daylong seminars at George Eastman Museum, October 2018
- WXXI Listening Session & Discussion on Race, November 2018
- MCC Otis Young Annual Speak-off Judge, May 2018

Reachout Radio & FM Program Director participated in the following outreach activities:
- Interview with NYSSB Ed Cooney – outreach for Reachout Radio & School for the Blind, May 2018
- Hosted WFMT Producers at WXXI for recording of Rochester Organ Initiative program, June 2018
- Meeting with Lee Koonce regarding WXXI Classical/Gateways Music Festival collaboration, July 2018
- Speak about Reachout Radio at Women for Wine Sense meeting, August 2018
- ESM New Student Orientation Fair, August 2018
- WXXI Open House – Partnership with Lions 20E-1 clubs for children’s vision screenings, September 2018
- Speaker on panel at Eastman School of Music for Intern Supervisors, October 2018
- Speak about Reachout Radio at Spencerport Lions Club, October 2018

Payroll & Benefits Manager participated in the following professional development:
- PMBA Annual Conference, May 2018
- Sage Intacct Annual Conference (new accounting system training), October 2018

Director of Human Resources participated in the PMBA webinar: Active Shooter, July 2018

Director of Human Resources participated in the webinar: Unemployment Insurance – A Controllable Business Expense, August 2018
Audience Services Coordinator provided the following tours for groups visiting WXXI:
- Lifetime Assistance, January 2018
- ARC of Monroe, March 2018
- Valley Manor, March 2018
- Churchville High School, April 2018
- Lifetime Assistance, April 2018
- Churchville Video Club, April 2018
- Educational Club, June 2018
- MIT, July 2018
- Horizons at MCC, July 2018
- Caring & Sharing, July 2018
- Wilson Sizzle, August 2018
- Boys & Girls Club, August 2018
- Beatrice Place, August 2018
- CDS Monarch, November 2018

Producer participated in the following professional development activities:
- PBS Digital Immersion Project (ongoing from April 2018-present)
- PBS Digital Voltage Workshop (Albany workshop) April 2018
- WGBH station visit to meet my Digital Immersion Project mentor, November 2018

Chief Financial Officer attended the PMBA Conference, May 2018

2 (xiv) – Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination:

Director of Human Resources participated in the following professional development:
- NHRA Legal Update, February 2018
- PMBA webinar on sexual harassment, February 2018
- NHRA webinar on Building Trust & Transparency, March 2018
- NHRA seminar – A-Team, April 2018
- Organized sexual harassment discussion groups with President & Vice President/GM, May 2018
- Webinar – Emotions at Work, May 2018
- Webinar – Neurodiversity, May 2018
- NHRA Labor & Employment seminar, May 2018
- Greater Rochester Chamber of Commerce (GRCC) seminar: Challenges of Sexual Harassment, June 2018
- GRCC webinar: Implicit Bias, July 2018
- CPB webinar: Harassment Prevention, August 2018
- NHRA seminar: Training That Works, October 2018
- TIAA-CREF webinar: Fiduciary Duties, October 2018
- GRCC seminar: Employment Law & Social Media, October 2018
- NHRA seminar: Train the Trainer, November 2018
- Webinar: Turn Objection into Collaboration, November 2018
- TIAA-CREF webinar: Diversity & Inclusion, December 2018
- Webinar: Business Impact of Medical Leaves, January 2019

January, 2019
7 – Participation in Scholarship Programs Designed to Assist Students Interested in Pursuing a Career in Broadcasting

- **NYS Broadcaster’s Association Intern Program** -- One student completed a paid internship opportunity at WXXI sponsored by NYSBA June-August 2018

10 – Programs related to career opportunities in Broadcasting sponsored by educational institutions:

- Executive Vice President/GM & VP for Radio taught Broadcasting in the Digital Age at the University of Rochester, Spring semester 2018.
- Classical Music Director participated in the Media Roundtable, Arts Leadership Program class, Eastman School of Music, Nov 2018.

11 – Community events designed to inform the public as to employment opportunities in broadcasting:

- Classical Music Director:
  o Facilitated the Rochester Philharmonic Orchestra (RPO) Pre-show Chat (x4), January & April 2018
  o Emcee, Classical Idol, April 2018
  o Host, Talkback for Classical 91.5 Presents, September 2018
  o Emcee, NYS Ballet Gala, October 2018
  o Facilitated the RPO Pre-show Chat (x2), November 2018
  o Facilitated the RPO Pre-show Chat (x2), January 2019

12 – Listing each upper-level opening in a job bank or newsletter of a media trade group with a broad-based membership, including participation of women and minorities

- Three upper-level positions were listed in job banks or with media trade groups with a broad-based membership, including participation of women and minorities:
  o Reporter/Producer (2 positions) – Careerbuilder, Current, Indeed, NYS Dept. of Labor, National Association of Black Journalists
  o Chief Engineer – Careerbuilder, Current, Society of Broadcast Engineers, NYS Dept. of Labor

January, 2019