

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

Recruitment Source	Contact Name/Office	Total Interviewed	Requested Notification
WXXI Internal Source	Stacey Bigham (585) 258-0228 sbigham@wxxi.org	2	N
WXXI Website	Mike Scipioni (585) 325-7500 x327 mscipioni@wxxi.org www.wxxi.org	2	N
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 459 South Ave. Rochester, NY 14620		N
Rochester Area Career Development Assoc.	info@racda.org/post-jobs/		N
LinkedIn (employee account)	Stacey Fletcher, WXXI Controller https://www.linkedin.com/		
Indeed.com	https://employers.indeed.com/	2	N

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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)

Recruitment Source	Contact Name/Office	Total Interviewed	Requested Notification
WXXI Internal Source	Stacey Bigham (585) 258-0228 sbigham@wxxi.org	1	N
WXXI Website	Mike Scipioni (585) 325-7500 x327 mscipioni@wxxi.org www.wxxi.org	2	N
Careerbuilder.com/ Democrat & Chronicle	Chris Schultz (585) 258-9717 Chris.Schultz@careerbuilder.com https://employer.careerbuilder.com	2	N
Current (Public Media Jobs)	Publicmediajobs.org https://jobs.current.org/jobseeker		N
National Educational Telecommunications Assoc. (NETA)	Greg Tillou (803) 978-1574 greg@netaonline.org NETA P.O. Box 50008 Columbia, SC 29250-0008		N
Corporation for Public Broadcasting (CPB)	https://www.cpb.org/jobline		N
Indeed.com	https://employers.indeed.com		N
NYS Labor Department	nysjobbank@labor.ny.gov 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		N
Society of Broadcast Engineers (SBE)	info@sbe.org www.sbe.org/jl	1	N

Reporter/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)

Recruitment Source	Contact Name/Office	Total Interviewed	Requested Notification
WXXI Internal Source	Stacey Bigham (585) 258-0228 sbigham@wxxi.org	2	N
WXXI Website	Mike Scipioni (585) 325-7500 x327 mscipioni@wxxi.org www.wxxi.org	2	N
Indeed.com	https://employers.indeed.com	1	
Careerbuilder.com	Chris Schultz (585) 258-9717 Chris.Schultz@careerbuilder.com https://employer.careerbuilder.com		N
NYS Dept of Labor	nysjobbank@labor.ny.gov 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		N
National Association of Black Journalists (NABJ)	info@nabjcareers.org NABJ Career Center (626) 792-3846 8800 Lakewood Dr., #117 Windsor, CA 95492		N
Handshake (Distributes postings)	Individual area college career services respond on each job posting.		N
Current (Public Media Jobs)	Publicmediajobs.org https://jobs.current.org/jobseeker		N
JournalismJobs.com	https://www.journalismjobs.com		N
S.I. Newhouse School of Public Communications	wsloughl@syr.edu (315) 443-3270 S.I. Newhouse School of Public Communications Syracuse University		N

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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

Recruitment Source	Contact Name/Office	Total Interviewed	Requested Notification
WXXI Internal Source	Sharon Congelli (585) 258-0220 scongelli@wxxi.org	3	N
WXXI Website	Mike Scipioni (585) 325-7500 x327 mscipioni@wxxi.org www.wxxi.org	1	N
Careerbuilder.com	Chris Schultz (585) 258-9717 Chris.Schultz@careerbuilder.com https://employer.careerbuilder.com	1	N
Indeed.com	www.indeed.com/ rochesterjobbank@labor.state.ny.us		N
NYS Labor Department	1-888-469-7365		N
NYS Broadcasters Association (NYSBA)	Carolyn Jung NYSBA http://nysbroadcasters.org/careers		
Current (Public Media Jobs)	Publicmediajobs.org https://jobs.current.org/jobseeker		N
JournalismNext.com	April Kamaldinova (626) 792-3846 info@journalismnext.com		N
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

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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.

Recruitment Source	Contact Name/Office	Total Interviewed	Requested
WXXI Internal Source	Sharon Congelli (585)258-0220 scongelli@wxxi.org	5	N
WXXI Website	Marion French (585) 325-7500 x280 mfrench@wxxi.org www.wxxi.org	1	N
Careerbuilder.com	Chris Schultz (585) 258-9717 Chris.Schultz@careerbuilder.com https://employer.careerbuilder.com	2	N
Indeed.com	www.indeed.com/hire	1	N
Monster.com	support@monster.com 800-666-7837		N
NYS Labor Department	hotjobs@rochesterworks.org		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 459 South Ave. Rochester, NY 14620		N

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

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Attachment B

FCC Public File Report January 23, 2018 – January 22, 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

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- Through a Child's Eyes: How Classroom Design Inspires Children's Learning and Wonder, October 2018
 - Engaging Parents and Educators with PBS KIDS Digital Products-Social Media, December 2018
 - Nature Days in K-3 Classrooms, December 2018
 - PBS KIDS App Intros, December 2018
 - Children's Media & Education Monthly Update, January 2019
 - Molly of Denali Rural Education Initiative, January 2019
 - Next Generation Science Standards (NGSS) - Science Professional Learning Standards (SPLS), January 2019
 - Won't You Be My Neighbor? Webinar: Broadcasting & Community Engagement, 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.

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- Manager, Educational Training & Family Engagement participated in the following training:
 - American Spring LIVE Project Launch Meeting - Citizen Science, November 2018

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

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

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- 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

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- Friday HR Briefing: NYS Sexual Harassment Prevention Laws, What Is Required, Five Star Bank, Rochester, NY, August 2018
 - Admin Support Meeting, WXXI- Presentation by Alison Jones, Underwriting, August 2018
 - Webinar: Think HR Top 6 Avoidable Leave of Absence Mistakes, WXXI, August 2018
 - Friday HR Briefing: Managing Maternity Leaves for Employee & Business Success, September 2018
 - SHRM Seminar: Diversity & Inclusion, Human & Legal Perspectives On Working With Transgender Employees, Rochester, NY, September 2018
 - Job Fair: Recruiting Round Rochester, Rochester Works, 255 N. Goodman Street, Rochester, NY, October 2018
 - WXXI Listening Session on Race, WXXI, November 2018
 - 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:
 - Virtualization in the Radio Broadcasting Environment, January 2018
 - AES-67 and AES-70 Presentation, February 2018
 - Fiber 101 - Includes basics of fiber, March 2018
 - Sharing of the 2025-2110 MHz band between DoD and the broadcast community, March 2018
 - Comprehensive facility monitoring & control, April 2018
 - NAB Trade show and conferences, April 2018
 - Transition to IP Video, May 2018
 - Impact from the upcoming Television repack, June 2018
 - RF201 Module 3, August 2018
 - KVM Solutions for Control Rooms, September 2018
 - Distributing live streams across long distances, October 2018
 - ATSC 3.0 Module 2, October 2018
 - NAB course: ATSC 3.0 and 5G- Competitive or Complimentary, November 2018
 - ATSC 3.0Module 3, December 2018
- Senior Editor attended the:
 - NABJ Convention, Detroit, MI, August 2018
 - 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:
 - Emcee, Summer Prelude—fundraiser for Strings for Success, May 2018
 - Emcee, ABC Annual Meeting
 - Host, ROCmusic Collective fundraiser, June 2018
 - Introductions for the Xerox Rochester International Jazz Festival, June 2018
 - Clothesline Festival Remote, September 2018
 - 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:
 - PBS Annual Meeting, May 2018
 - PMDMC, July 2018

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- 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
 - Eastern School of Music seminars: Music Leaders of Tomorrow, Teaching in a Truly Digital World, The Future of Classical Music in America, September 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

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- Audience Services Coordinator provided the following tours for groups visiting WXXI:
 - Lifetime Assistance, January 2018
 - Lifetime Assistance, January 2018
 - Lifetime Assistance, January 2018
 - Lifetime Assistance, January 2018
 - SUNY Geneseo, February 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

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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:
 - Facilitated the Rochester Philharmonic Orchestra (RPO) Pre-show Chat (x4), January & April 2018
 - Emcee, Classical Idol, April 2018
 - Host, Talkback for Classical 91.5 Presents, September 2018
 - Emcee, NYS Ballet Gala, October 2018
 - Facilitated the RPO Pre-show Chat (x2), November 2018
 - 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:
 - Reporter/Producer (2 positions) – Careerbuilder, Current, Indeed, NYS Dept. of Labor, National Association of Black Journalists
 - Chief Engineer – Careerbuilder, Current, Society of Broadcast Engineers, NYS Dept. of Labor