

EEO PUBLIC FILE REPORT

Reporting Period: December 1, 2020 - November 30, 2021

Stations Included in Report: KAJJ-CD, KPAX-TV

I. List of Recruitment Sources

(including the number of interviewees referred during the reporting period)

* An asterisk next to the name of the source indicates that this source sought to receive notice of vacancies.

Code	Recruitment Source	Address	Contact Person	Phone	Number of Interviewees Referred
Common Sources					
C1	Employee Referral				8
C2	Internal Candidate / WorkLife				1
C3	Scripps.com	312 Walnut St Ste 2800 Cincinnati, OH 45202			10
C5	Google	1600 Amphitheatre Pkwy Mountain View, CA 94043	www.google.com	650-253-6000	
C69	Yahoo	701 First Avenue Sunnyvale, CA 94089	www.yahoo.com		
C97	LinkedIn	2029 Stierlin Court Mountain View, CA 94043	www.linkedin.com		6
C130	Face-to-face Networking				
C131	Agency/Search Firm				1
C132	Bing	One Microsoft Way Redmond, WA 98052-7329			
C134	Indeed	6433 Champion Grandview Way Building 1 Austin, TX 78750	www.indeed.com		2
C170	Local_Diversity	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C171	Compliance_HireAHero	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C172	Compliance_JOFDAV	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C173	Compliance_recruitABILITY	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C174	Compliance_USDiversity	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C181	TVJobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C198	Hire a Hero	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C199	Military1	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C200	JOFDAV	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C201	Glass Door	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C202	Juju	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C203	JobInventory.com	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	

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C204	CareerAlerts.com	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C205	Employment Crossings	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C206	Jobs Trovit	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C207	EARN	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C208	US Diversity	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C209	African American Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C210	African American Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C211	Asian Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C212	Asian Workforce	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C213	Asian Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C214	Disability Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C215	Disability Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C216	USD Veterans	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C217	Veteran Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C218	Veteran Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C219	USD Disabled Vets	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C220	Gay Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C221	Gay Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C222	Hispanic Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C223	USD Hispanic Workforce	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	

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C224	Hispanic Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C225	Native American Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C226	American Indian Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C227	Senior Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C228	Senior Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C229	USD Working Women	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C230	Central Kentucky Job Center - Danville - Danville, KY 40422 - 121 East Broadway (Bruce.quire@ky.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C231	Womens Jobs	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C232	Central Kentucky Job Center - Lexington - - 1055 Industry Road, 2nd Floor (JeanneB.Scott@ky.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C233	Central Kentucky Job Center - Richmond - Richmond, KY 40475 - 595 South Keeneland Drive (denise.jones@ky.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C234	RecruitABILITY	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C235	LinkedIn	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C236	Kimble Group	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C237	David Careers	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C238	Jobcase	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C1875	Anaconda Job Service Workforce Center - - 307 East Park Street (mgollinger@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C1876	Anaconda Job Service Workforce Center - Anaconda, MT 59711 - 307 East Park Street (Anacondajsc@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C1906	Jackson County Continuing Education - McKee, KY 40447 - 1100 Education Mountain Dr (joey.neeley@jackson.kyschools.us)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C1912	USAA/RecruitMilitary	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2002	Bitterroot Job Service Workforce Center - - 274 Old Corvallis Road, Suite D (HamiltonJSC@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	

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C2003	Bitterroot Job Service Workforce Center - Gary Palmer - 274 Old Corvallis Road Suite D (gpalmer@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2004	Bitterroot Job Service Workforce Center - Tim Peterson - 274 Old Corvallis Road, Suite D (timpeterson@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2005	Missoula Job Service - - 539 South 3rd Street West (missoulaJSC@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2006	Missoula Job Service - - 539 South 3rd Street West, P.O. Box 5027 (59806) (missoulaJSC@mt.gov)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2388	Facebook	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2389	Veterans Families United	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2390	Illinois Job Link	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2391	Pennsylvania Department of Military and Veterans Affairs (DMVA)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2392	Job Accomodation Network (JAN)	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2393	bestJOBSusa	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2394	Jobble	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2395	MASSHIRE JobQuest	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2396	Facebook	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2397	CareerOneStop	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2398	Ziprecruiter	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2399	Jobtome	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2400	EmployGeorgia	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2401	New York State JobZone	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2402	IHire.com	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2403	Kentucky Career Center	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	

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C2404	Petersons.com	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2405	Greater St. Cloud JobSpot	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2406	IllinoisJobLink.com	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2407	Job Center of Wisconsin	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2408	Source America	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2409	Texas Workforce Commission	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2410	Simply Hired	eQuest job board aggregator	Seth Handler eQuest Enterprise Account Executive seth.handler@equest.com	925-786-9066	
C2424	Military.com	8280 Greensboro Drive Suite 900 McLean, VA 22102	Allan Schilkraut allan.schilkraut@monster.com https://www.military.com/	212-548-8395	
Local Sources					
L1	The Rainbow Center	127 N. Higgins Ave. Suite 202 Missoula, MT 59802	Andy Nelson andynelsonmt@gmail.com	4064783443	
L3	University of Montana		https://app.joinhandshake.com/employer_onboardings/pending		
L4	Salish Kootenai College		https://app.joinhandshake.com/employer_onboardings/pending		
L5	U of M School of Journalism		Journalism@mso.umt.edu		
Total Number of Interviewees Referred:				28	

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II. Full-Time Vacancies Filled During the Reporting Period

Job Title	Recruitment Sources Utilized to Fill Vacancy [by code number]	Recruitment Source for Person Hired [by code number]
Account Exec, Integrated [JR025312]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C170, C171, C172, C173, C174, C181, C198, C199, C200, C201, C202, C203, C204, C205, C206, C207, C208, C209, C210, C211, C212, C213, C214, C215, C216, C217, C218, C219, C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C230, C231, C232, C233, C234, C235, C236, C237, C238, C1875, C1876, C1906, C1912, C2002, C2003, C2004, C2005, C2006, C2388, C2389, C2390, C2391, C2392, C2393, C2394, C2395, C2396, C2397, C2398, C2399, C2400, C2401, C2402, C2403, C2404, C2405, C2406, C2407, C2408, C2409, C2410, C2424, L1, L4	Code Number: C1 Start Date: 2021-07-26
Assoc Account Exec, TV [JR025335]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C170, C171, C172, C173, C174, C181, C198, C199, C200, C201, C202, C203, C204, C205, C206, C207, C208, C209, C210, C211, C212, C213, C214, C215, C216, C217, C218, C219, C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C230, C231, C232, C233, C234, C235, C236, C237, C238, C1875, C1876, C1906, C1912, C2002, C2003, C2004, C2005, C2006, C2388, C2389, C2390, C2391, C2392, C2393, C2394, C2395, C2396, C2397, C2398, C2399, C2400, C2401, C2402, C2403, C2404, C2405, C2406, C2407, C2408, C2409, C2410, C2424, L1, L4	Code Number: C1 Start Date: 2021-07-19
MT-Sports Anchor [JR024640]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C170, C171, C172, C173, C174, C198, C199, C200, C201, C202, C203, C204, C205, C206, C207, C208, C209, C210, C211, C212, C213, C214, C215, C216, C217, C218, C219, C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C230, C231, C232, C233, C234, C235, C236, C237, C238, C1875, C1876, C1906, C1912, C2002, C2003, C2004, C2005, C2006, C2388, C2389, C2390, C2391, C2392, C2393, C2394, C2395, C2396, C2397, C2398, C2399, C2400, C2401, C2402, C2403, C2404, C2405, C2406, C2407, C2408, C2409, C2410	Code Number: C97 Start Date: 2021-05-03
Multimedia Journalist [JR024592]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C170, C171, C172, C173, C174, C198, C199, C200, C201, C202, C203, C204, C205, C206, C207, C208, C209, C210, C211, C212, C213, C214, C215, C216, C217, C218, C219, C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C230, C231, C232, C233, C234, C235, C236, C237, C238, C1875, C1876, C1906, C1912, C2002, C2003, C2004, C2005, C2006, C2388, C2389, C2390, C2391, C2392, C2393, C2394, C2395, C2396, C2397, C2398, C2399, C2400, C2401, C2402, C2403, C2404, C2405, C2406, C2407, C2408, C2409, C2410	Code Number: C3 Start Date: 2021-07-07
Multimedia Journalist [JR025184]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C2424, L1	Code Number: C1 Start Date: 2021-05-31
Sales Support Asst II [JR026789]	C1, C2, C3, C5, C69, C97, C130, C131, C132, C134, C170, C171, C172, C173, C174, C181, C198, C199, C200, C201, C202, C203, C204, C205, C206, C207, C208, C209, C210, C211, C212, C213, C214, C215, C216, C217, C218, C219, C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C230, C231, C232, C233, C234, C235, C236, C237, C238, C1875, C1876, C1906, C1912, C2002, C2003, C2004, C2005, C2006, C2388, C2389, C2390, C2391, C2392, C2393, C2394, C2395, C2396, C2397, C2398, C2399, C2400, C2401, C2402, C2403, C2404, C2405, C2406, C2407, C2408, C2409, C2410, C2424, L1, L3, L4, L5	Code Number: C1 Start Date: 2021-10-18

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

<p>Participate in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions.</p>	<p>Vandi Theriot, HRBP and Evan Paradiso, Director attended the University of Montana career fair on 9/20/21 to support the local KPAX brand and promote career opportunities.</p>
<p>Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.</p>	<p>Human Resources Business Partner, Gallup Certified Strength Coach, provided Boss to Coach training on March 11, 2021 - Leading Change: MTN B2C: Leading Change Ownership Putting People First. This session was offered to all managers and focused on Leading Change Ownership and Putting People First strategies.</p>
	<p>Human Resources Business Partner, Gallup Certified Strength Coach, provided Boss to Coach training on April 15, 2021 - Coaching to Outcomes: Role Clarity & Organizational Alignment. The session was offered to all managers to provide clarity in communicating role expectations, development, and alignment to their reports.</p>
	<p>Human Resources Business Partner, Gallup Certified Strength Coach, provided Boss to Coach: Coaching Conversation for Employee and Team Development Part training May 13, 2021. This session was offered to all managers and focused on Employee and Team Development with coaching to strengths.</p>
	<p>Human Resources Business Partner, Gallup Certified Strength Coach, provided Boss to Coach: Coaching Conversation for Employee Development & Performance Gaps on June 10, 2021. This session was offered to all managers and focused on Performance Gaps and how to have the tough conversations and align to achieve the business goal.</p>
	<p>Human Resources Business Partner, Gallup Certified Strength Coach, provided Boss to Coach on September 17, 2021- session with Dr Ben Wigert. Dr. Ben Wigert is the Director of Research and Strategy for Workplace management practice. This session was offered to all managers focused on employee selection, development, engagement, performance management, and talent analytics programs.</p>
	<p>An Educational Assistance Program is available to all employees to give all employees the opportunity to pursue higher educations. The program reimburses employees for the cost of tuition and books up to \$4000 per calendar year.</p>

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III. Non-Vacancy Specific Recruitment Efforts During Reporting

	<p>All employees have access to a new learning platform. This program allows employees to choose a variety of courses on a variety of topics from Leading at a distance, Resources for Managing employees, team culture, trust, and psychological safety.</p>
<p>Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.</p>	<p>Scripps provided virtual classroom training for all station employees, including managers, for unconscious bias, equity and inclusion training. Training was facilitated by Scripps employees and representatives of BRBS World CEO Janet Reid, Sara Fahim from SEEK Research who created content for Experiencing the news as a Black/African American, and Kevin Benz from Kneeland Institute for training in Inclusive Journalism.</p>
	<p>Courageous Conversations with Caroline Wanga on April 8, 2021 - Decoding Authenticity: How to model, build, and embrace authentic relationships across differences. The architecture of authenticity construct and guardrails for coexistence.</p>