

## 2023-2024 ANNUAL EEO PUBLIC FILE REPORT

Period Covered by this Report ("Period"): February 1, 2023 through January 31, 2024  
 Call signs of stations comprising the reporting Station Employment Unit:  
 KETA-TV Oklahoma City

### I. Full-time vacancies filled during period

- |    |   |                         |
|----|---|-------------------------|
| 1. | Job Title: Social Video Specialist (Grant Funded) | Date Filled: 2/21/2023  |
| 2. | Job Title: News Videographer                      | Date Filled: 3/13/2023  |
| 3. | Job Title: Multi-Media Journalist                 | Date Filled: 3/15/2023  |
| 4. | Job Title: Community Engagement Coordinator       | Date Filled: 4/10/2023  |
| 5. | Job Title: Education Program Manager              | Date Filled: 5/17/2023  |
| 6. | Job Title: Director                               | Date Filled: 5/30/2023  |
| 7. | Job Title: Production Operator                    | Date Filled: 7/15/2023  |
| 8. | Job Title: Journalist/Producer                    | Date Filled: 9/18/2023  |
| 9. | Job Title: VP Marketing & Communications          | Date Filled: 10/16/2023 |

### II. Each recruitment or referral source ("source") used to seek candidates for each vacancy

See attached recruitment list for a detail of all advertising or posting of each of the positions listed below. The source listed is where the person that was hired saw the position.

1. Job Title (from Section I above): Social Video Specialist (Grant Funded)      Date Filled: 2/21/2023

Source	Contact Person	Address	Tel. No.
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes  
 Number of persons interviewed: 1      1-Website      0-Referral      0-Classified      0-Unknown  
 Source: Indeed Website - 1 Applications  
 See recruitment list below:

2. Job Title (from Section I above): News Videographer      Date Filled: 3/13/2023

Source	Contact Person	Address	Tel. No.
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes  
 Number of persons interviewed: 3      3-Website      0-Referral      0-Classified      0-Unknown  
 Source: Indeed Website - 2 Applications; LinkedIn Website – 1 Application  
 See recruitment list below:

3. Job Title (from Section I above): Multi-Media Journalist      Date Filled: 3/15/2023

Source	Contact Person	Address	Tel. No.
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes  
 Number of persons interviewed: 2      2-Website      0-Referral      0-Classified      0-Unknown  
 Source: OETA website – 1 Application; LinkedIn Website - 1 Applications  
 See recruitment list below:

4. Job Title (from Section I above): Community Engagement Coordinator Date Filled: 4/10/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 1 1-Website 0-Referral 0-Classified 0-Unknown

Source: OMES Website - 1 Applications

See recruitment list below:

5. Job Title (from Section I above): Education Program Manager Date Filled: 05/17/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 2 1-Website 1-Referral 0-Classified 0-Unknown

Source: OMES website – 1 Application; Employee Referral- 1 Applications

See recruitment list below

6. Job Title (from Section I above): Director Date Filled: 05/30/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 1 0-Website 0-Referral 0-Classified 1-Unknown

Source: Unknown – 1 Application emailed to HR

See recruitment list below

7. Job Title (from Section I above): Production Operator Date Filled: 07/15/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 2 1-Website 0-Referral 0-Classified 1-Unknown

Source: OETA website – 1 Application; Unknown – 1 Application emailed to HR

See recruitment list below

8. Job Title (from Section I above): Journalist/Producer Date Filled: 09/18/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 3 3-Website 1-Referral 0-Classified 0-Unknown

Source: OETA website – 1 Application; Indeed – 1 Application; OMES Website – 1 Application

See recruitment list below

9. Job Title (from Section I above): VP Marketing & Communications Date Filled: 10/16/2023

<u>Source</u>	<u>Contact Person</u>	<u>Address</u>	<u>Tel. No.</u>
Website	Ronna Whitehead	7403 N. Kelley Avenue OKC, OK 73111	405-848-8501

Interviewed Person Hired? Yes

Number of persons interviewed: 3 3-Website 0-Referral 0-Classified 0-Unknown

Source: OMES website – 2 Application; Indeed – 1 Application

See recruitment list below

III. **Total number of persons interviewed for all full-time vacancies filled during period: 18**

IV. **Total number of interviewees for all full-time vacancies filled during period per source:**

Source	Contact Person	Address	Tel. No.
<b>Interviewees Referred (no.)</b>			
Website Postings	Ronna Whitehead	7403 N Kelley Avenue OKC, OK 73111	405-848-8501
Indeed – 6 Interviewees; OETA Website – 3 Interviewees; LinkedIn – 2 interviewees; OMES Website – 5 interviewees			
Referrals	Ronna Whitehead	7403 N Kelley Avenue OKC, OK 73111	405-848-8501
Application emailed to OETA – 1 Interviewee			
Classified	Ronna Whitehead	7403 N Kelley Avenue OKC, OK 73111	405-848-8501
Unknown	Ronna Whitehead	7403 N Kelley Avenue OKC, OK 73111	405-848-8501
Application handed to OETA HR – 1 interviewee; Application emailed to OETA – 1 interviewee			

V. **Outreach activities during period**

- 1. Internship Program:** OETA has an MOU with the Oklahoma City Community College for students to participate in the OETA internship program. Internships were available in production studio/control room, news and public affairs reporter/photojournalist and Documentary reporter/photojournalist/editor/writer. In 2023, OETA trained two interns.
- 2. Scholarship Program:** OETA awarded four Dillehey/Thrash Scholarships during this period. These scholarships are awarded to outstanding students with broadcasting majors for use towards their education expenses. Students applied through the college-broadcasting departments at their schools in the fall. The applications were evaluated, the top candidates were interviewed, and five students were awarded scholarships of \$1,000 each. Scholarships were given to these students: Nia Daniels (Langston University), Grayson Singleton (Oklahoma State University), Nathan Shell (Oklahoma State University), Natalie Bailey (University of Central Oklahoma), and Bradie Gray (University of Central Oklahoma).
- 3. Broadcast Student Seminar:** On October 4, 2023, OETA co-hosted its annual seminar for broadcast students enrolled at universities and colleges with memberships in the Oklahoma Broadcast Educators Association (OBEA). The event was jointly organized and orchestrated by OETA and OBEA. It featured speakers and panels discussing relevant issues in broadcasting to give students the opportunity to ask questions and learn from seasoned professionals.
- 4. Training Programs:** During this period, supervisors attended Human Resource Development Services and/or diversity workshops. All supervisors are required to attend training in the following manner: All new supervisors are required to attend the equivalent of 4 days that include at least 6 hours of instruction a day or 24 hours. Any supervisor with one year of experience at OETA are required to attend the equivalent of 2 training days that include at least 6 hours of instruction a day or 12 hours. The training must be related to increasing the effective performance of the supervisor. The supervisors often attend professional training courses throughout the year.
- 5. Community Engagement:** In 2023, OETA participated in the OAB Student Day Career Fair on Thursday, March 30, 2023.

### Job Recruitment Listing – Social Video Specialist

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="http://www.ok.gov/StateofOklahomaCareers/myworkdayjobs.com">State of Oklahoma Careers (myworkdayjobs.com)</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – News Videographer

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="http://www.ok.gov/StateofOklahomaCareers/myworkdayjobs.com">State of Oklahoma Careers (myworkdayjobs.com)</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – Multi-Media Journalist

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="http://www.ok.gov/StateofOklahomaCareers/myworkdayjobs.com">State of Oklahoma Careers (myworkdayjobs.com)</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>

### Job Recruitment Listing – Community Engagement Coordinator

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="http://www.ok.gov/StateofOklahomaCareers/myworkdayjobs.com">State of Oklahoma Careers (myworkdayjobs.com)</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – Education Program Manager

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="https://www.ok.gov/opm/State_Jobs/index.html">https://www.ok.gov/opm/State_Jobs/index.html</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – Director

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="#">State of Oklahoma Careers (myworkdayjobs.com)</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
NETA	National Educational Telecommunications Association <a href="https://www.netaonline.org/careers-public-media">https://www.netaonline.org/careers-public-media</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – Production Operator

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="#">State of Oklahoma Careers (myworkdayjobs.com)</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
NETA	National Educational Telecommunications Association <a href="https://www.netaonline.org/careers-public-media">https://www.netaonline.org/careers-public-media</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – Journalist / Producer

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="https://www.ok.gov/opm/State_Jobs/index.html">https://www.ok.gov/opm/State_Jobs/index.html</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>

### Job Recruitment Listing – VP Marketing & Communications

OETA and Internal Email	OETA website <a href="http://www.oeta.tv/about/employment/">http://www.oeta.tv/about/employment/</a>
OMES	OK Office of Management and Enterprise Services <a href="https://www.ok.gov/opm/State_Jobs/index.html">https://www.ok.gov/opm/State_Jobs/index.html</a>
LinkedIn	LinkedIn Internet Job Posting Service <a href="#">LinkedIn: Log In or Sign Up</a>
Indeed	Indeed Internet Job Posting Service <a href="https://www.indeed.com/">https://www.indeed.com/</a>
OAB	Oklahoma Association of Broadcasters <a href="https://oabok.org/jobs/">https://oabok.org/jobs/</a>
NETA	National Educational Telecommunications Association <a href="https://www.netaonline.org/careers-public-media">https://www.netaonline.org/careers-public-media</a>
Handshake	Multiple College Career Internet Platform <a href="#">Sign In   Handshake (joinhandshake.com)</a>