

(REFERENCE COPY - Not for submission)

# Broadcast Equal Employment Opportunity Program Report

FRN: **0004056388** | File Number: **0000201335** | Submit Date: **09/30/2022** | Call Sign: **KBTC-TV** | Facility ID: **62469**  
 City: **TACOMA** | State: **WA**  
 Service: **Full Service Television** | Purpose: **EEO Report** | Status: **Received** | Status Date: **09/30/2022** | Filing Status: **Active**

## General Information

Section	Question	Response
<b>Attachments</b>	Are attachments (other than associated schedules) being filed with this application?	No

## Licensee Information

### Licensee Name, Type and Contact Information

Applicant	Address	Phone	Email	Applicant Type
<b>Bates Technical College</b> Doing Business As: KBTC Public Television	DeAnne Hamilton 2320 S. 19th Street Tacoma, WA 98405 United States	+1 (253) 680-7700	dhamilton@batestech.edu	GOE

## Contact Representatives

Contact Name	Address	Phone	Email	Contact Type
Brad Deutsch Counsel Foster Garvey P.C.	1000 Potomac Street NW Suite 200 Washington, DC 20007 United States	+1 (202) 298-1793	brad.deutsch@foster.com	Legal Representative

## Common Stations

Facility Identifier	Call Sign	City	State	Time Brokerage Agreement
62469	KBTC-TV	TACOMA	WA	No
62468	KCKA	CENTRALIA	WA	No

## Program Report Questions

Section	Question	Response
<b>Discrimination Complaints</b>	Have any pending or resolved complaints been filed during this license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the station(s)?	No
<b>Full-time Employees</b>	Does your station employment unit employ fewer than five full-time employees? Consider as "full-time" employees all those permanently working 30 or more hours a week?	No

## Additional Program Report Questions

### Responsibility for Implementation

A broadcast station must assign a particular official overall responsibility for equal employment opportunity at the station. That official's name and title are:

Name	Title
DeAnne Hamilton	General Manager

### Certification

Question	Response
The undersigned certifies that he or she is (a) the party filing the report, or an officer, director, member, partner, trustee, authorized employee, or other individual or duly elected or appointed official who is authorized to sign on behalf of the party filing the report; or (b) an attorney qualified to practice before the Commission under 47 C.F.R. Section 1.23(a), who is authorized to represent the party filing the report, and who further certifies that he or she has read the document; that to the best of his or her knowledge, information, and belief there is good ground to support it; and that it is not interposed for delay	
Certified Date	09/30 /2022
Certified Title	General Manager
Authorized Party Name	DeAnne Hamilton

### Attachments

File Name	Uploaded By	Attachment Type	Description	Upload Status
<a href="#">Bates Technical College - EEO Narrative Exhibit.pdf</a>	Applicant	Narrative Statement	Bates Technical College - EEO Narrative Exhibit	Done with Virus Scan and/or Conversion
<a href="#">KBTC Annual EEO Report 2020-2021.pdf</a>	Applicant	EEO Public File Report	KBTC Annual EEO Report 2020-2021	Done with Virus Scan and/or Conversion
<a href="#">KBTC Annual EEO Report 2021-2022.pdf</a>	Applicant	EEO Public File Report	KBTC Annual EEO Report 2021-2022	Done with Virus Scan and/or Conversion

## **EEO Narrative Statement Bates Technical College**

Bates Technical College (KBTC), is the licensee of noncommercial educational television stations KBTC-TV, Tacoma, WA, and KCKA, Centralia, WA.

KBTC is committed to building a diverse and inclusive workplace and strongly encourages members of traditionally underrepresented communities to apply for job openings. KBTC is dedicated to providing broad outreach regarding job listings at the station. KBTC recruits from a variety of sources, including Indeed.com and Governmentjobs.com. All job openings are also listed on both the station's website (kbtv.org) and the college's website (batestech.edu).

KBTC regularly provides training and mentoring professional development programs and seminars for employees to acquire skills and qualify for higher level positions. These opportunities include a wide variety of public media technical training programs.

KBTC staff members regularly participate in public media professional development conferences including the PBS Annual Meeting, the PBS Technical Conference, The Public Media Business Association (PMBA) conference, the Public Media Development & Marketing Conference (PMDMC), NETA's Annual Conference, APTS's Public Media Summit, and others. KBTC staff members also regularly speak to Bates Technical College students in broadcast/video production classes about the broadcast industry and recruit students to work on studio productions.

In partnership with the Bates Technical College Foundation, KBTC provided the Dale Comer Memorial Scholarship to a Bates Broadcast/Video Production student in Winter of 2021. Finally, all KBTC employees have participated in annual trainings on EEO compliance, discrimination prevention, and sexual harassment, as well as a training in Diversity, Equity, and Inclusion.

**Amended Annual EEO Public File Report  
KBTC-TV, Tacoma and KCKA-TV, Centralia, WA  
October 1, 2020 to September 30, 2021**

1. The following full-time job vacancies were filled during the past year:

<b>Job Title</b>	<b>Total Interviewed for the Position</b>	<b>Recruitment Sources / Total Referred by Recruitment Source</b>	<b>Recruitment Source that Referred the Person Hired</b>
Community Engagement Manager  Hire Date: November 2, 2020	6	<ul style="list-style-type: none"> <li>▪ KBTC/Bates Technical College website</li> <li>▪ Governmentjobs.com</li> <li>▪ Indeed.com</li> <li>▪ Referrals from Partner Organizations</li> </ul>	Word of Mouth
Multicast Programming Assistant  Hire Date: February 16, 2021	3	<ul style="list-style-type: none"> <li>▪ KBTC/Bates Technical College website</li> <li>▪ Governmentjobs.com</li> <li>▪ Indeed.com</li> <li>▪ Referrals from Partner Organizations</li> </ul>	Bates Website

Assistant Chief Engineer  Hire Date: March 16, 2021	3	<ul style="list-style-type: none"> <li>▪ KBTC/Bates Technical College website</li> <li>▪ Governmentjobs.com</li> <li>▪ Indeed.com</li> <li>▪ Referrals from Partner Organizations</li> </ul>	Word of Mouth
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**RESOURCE AGENCIES:**

<b>Resource</b>	<b>Contact</b>	<b>Contact Information</b>
KBTC/Bates Technical College Website	Kelli Rice	hr@batestech.edu
Government Jobs		Governmentjobs.com
Indeed		Indeed.com

**Outreach Initiatives:**

During this reporting period, KBTC has completed or participated in the following ongoing initiatives:

- Regular online training/mentoring Professional Development programs and seminars designed for employees to acquire skills and qualify for higher level positions.
  - Bates Technical College regularly provides opportunities for staff members to enhance existing skills or learn new skills. These are self-selected and self-guided trainings.

- Specific broadcasting technical training included:
  - Ateame Encoder Configuration and Operational Instruction (1)
  - FortiGate Firewall Configuration and Operational Instruction (1)
  - WireCAD Documentation Software Instruction (1)
  - PBS sIX Interconnection Userforum Webinars (2)
  - Ross Ultrix Router - Configuration and Operational Instruction (3)
- Staff members regularly speak to students in Broadcast/Video production classes at Bates Technical College about the industry and to recruit them to work on studio productions
- Staff members participated in public media professional development conferences including:
  - PBS Annual Meeting (7) (May)
  - PBS Tech Conference (1) (Spring)
  - PMBA Conference – Public Media Business Association (1) (May)
  - NETA Annual Conference (3) (Fall)
  - PBS Corporate Support Mentor Program (1) (Fall)
  - PMDMC – Public Media Development & Marketing Conference (3) (July)
  - APTS Public Media Summit (4) (February)
  - NETA Leadership Training (1)
  - PMDLI - Public Media Diversity Leadership Initiative (1) (Sept. 21– Dec. 21)
  - PBS Traffic Advisory Committee (1) on-going
  - DOMO Data Webinars/ PBS Data Literacy Program (1) (2) spring
  - WSAB Journalist Safety Webinar (1) (Jan)
  - Content Discovery Webinar (3)

- Myers ProTrack Phase B Training
- All staff participated in online training ensuring EEO compliance and discrimination prevention. The trainings were offered through Safe Colleges and include a number of courses pertaining to higher education and also include courses required by the Corporation for Public Broadcasting. (21) (August/September)
  - Sexual Harassment Prevention
  - Sensitivity Training
  - Americans with Disabilities Act
- All staff participated in online Covid-19 Awareness, Cleaning/Disinfecting Your Workplace trainings. (Spring)
- All staff participated in Diversity, Equity and Inclusion training. (Summer & Fall)
- In partnership with Bates Technical College Foundation, KBTC provided the Dale Comer Memorial Scholarship to a Bates Broadcasting/Video Production student (Winter)
- Members of the staff serve on the Broadcast/Video Production/Digital Media Council for Bates Technical College

**Annual EEO Public File Report  
KBTC-TV, Tacoma and KCKA-TV, Centralia, WA  
October 1, 2021 to September 30, 2022**

1. The following full-time job vacancies were filled during the past year:

<b>Job Title</b>	<b>Total Interviewed for the Position</b>	<b>Recruitment Sources / Total Referred by Recruitment Source</b>	<b>Recruitment Source that Referred the Person Hired</b>
Production Assistant  Hire Date: November 1, 2021	4	<ul style="list-style-type: none"> <li>▪ KBTC/Bates Technical College website</li> <li>▪ Governmentjobs.com</li> <li>▪ Indeed.com</li> <li>▪ Referrals from Partner Organizations</li> </ul>	Bates Website

**RESOURCE AGENCIES:**

<b>Resource</b>	<b>Contact</b>	<b>Contact Information</b>
KBTC/Bates Technical College Website	Kelli Rice	hr@batestech.edu
Government Jobs	Kelli Rice	Governmentjobs.com
Indeed	Kelli Rice	Indeed.com

**Outreach Initiatives:**



During this reporting period, KBTC staff has completed or participated in the following ongoing initiatives and training:

- Regular online training/mentoring Professional Development programs and seminars designed for employees to acquire skills and qualify for higher level positions.
  - Bates Technical College regularly provides opportunities for staff members to enhance existing skills or learn new skills. These are self-selected and self-guided trainings.
  - Specific public media technical training included:
    - PBS sIX Interconnection Userforum Webinars (1)
    - Grass Valley Morpheus Broadcast Automation - Configuration and Operational Instruction (3)
    - Ross Carbonite Ultra Production Switcher - Configuration and Operational Instruction (5)
    - Ross Xpression Graphics Engine - Configuration and Operational Instruction (6)
  - Staff members regularly speak to students in Broadcast/Video production classes at Bates Technical College about the industry and to recruit them to work on studio productions
  
- Staff members participated in public media professional development conferences including:
  - PBS Annual Meeting (7) (May)
  - PBS Tech Conference (1) Mar or April)
  - PMBA Conference – Public Media Business Association (1) (May)
  - PMDMC – Public Media Development & Marketing Conference (3) (July)
  - NETA Annual Conference (3) (Sept.)
  - APTS Public Media Summit (4) (Feb.)
  - PBS Traffic Advisory Committee (1) (on-going)

- PBS Yo Pro (1) (on-going)
  - Next Gen Public Media Accelerator (3) (Jan. thru September)
  - PBS Kids Value Messaging Workshop (1)
  - PMDLI - Public Media Diversity Leadership Initiative (1) (Sept. 21 – Dec. 21)
  - CPB training (1) (Spring)
  - Serving Spanish Speakers & Latinx Communities Webinar (1) (March)
- All staff participated in online training ensuring EEO compliance and discrimination prevention. The trainings were offered through Get Inclusive and include a number of courses pertaining to higher education and also include courses required by the Corporation for Public Broadcasting. (21) August/September
  - Sexual Harassment Prevention
  - Sensitivity Training
  - Americans with Disabilities Act
- All staff were encouraged to participate in monthly sessions provided by Bates Technical College in Diversity, Equity and Inclusion training. Attendance was not mandatory. At least 6 staff participated.
- In partnership with Bates Technical College Foundation, KBTC provided the Dale Comer Memorial Scholarship to a Bates' Broadcasting/Video Production student – Winter quarter
- Members of the staff serve on the Broadcast/Video Production/Digital Media Council for Bates Technical College
- Community Engagement staff participated in THA Job Fair (3-May)

- General Manager participated in an all-day exercise of mock job interviews with Bates Technical College Broadcasting and Production students.