

Annual EEO Public File Report
KBTC-TV, Tacoma and KCKA-TV, Centralia, Washington
October 1, 2024 to September 30, 2025

1. The following full-time job vacancy was filled during the past year:

Job Title	Total Interviewed for the Position	Recruitment Sources Total Referred by Recruitment Source	Recruitment Source that Referred the Person Hired
Program Assistant Hire Date: October 7, 2024	3 Careers (2) Glassdoor (1)	<ul style="list-style-type: none">• KBTC/Bates Technical College website• Employee Referral• Indeed (1)• Governmentjob.com• Careers.com (7)• Glassdoor (1)	Careers

RESOURCE AGENCIES:

Resource	Contact	Contact Information
Bates Technical College	Jan Kurz	BatesHires@batestech.edu
Governmental Jobs	Jan Kurz	Governmentjobs.com
Indeed	Jan Kurz	Indeed.com
Careers	Jan Kurz	Careers.com
Glassdoor	Jan Kurz	Glassdoor.com

Outreach Initiatives:

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

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

- PBS sIX Interconnection Monthly Updates, (3) 10/31/24, Director of Engineering & Technology, Chief Engineer, Assistant Chief Engineer
- PBS sIX Interconnection Quarterly Updates, (3) 01/30/25, 05/29/25, Director of Engineering & Technology, Chief Engineer, Assistant Chief Engineer
- Sentinel Anti-virus Agent Upgrade Best Practices, (1) 01/28/24, Director of Engineering & Technology
- SBE - Using Network Analyzers in MoM Proofs, (1) 10/24/24, Assistant Chief Engineer
- SBE - Broadcast Blueprint, 10/17/24, (1)n Assistant Chief Engineer
- SBE - Indoor Production Lighting for Broadcast Engineers, (1) 11/21/24, Assistant Chief Engineer
- SBE - 2024 Workbench Tips, (1) 12/12/24, Assistant Chief Engineer
- SBE - FAA Notification and Filing, (1) 01/16/25, Assistant Chief Engineer
- SBE - A Practical Approach to Broadcast Facility Cybersecurity, (1) 01/30/25, Assistant Chief Engineer
- SBE - Maintaining Audio Quality for Streaming Audio and Podcasting, (1) 02/13/25, Assistant Chief Engineer
- SBE - How to Survive & Thrive in Transition from SCI to IP ST2110 and PTP ST2059, (1) 03/27/25, Assistant Chief Engineer
- SBE - Broadcast Resilience, (1) 04/17/25, Assistant Chief Engineer
- SBE - ATSC 3.0 Update, (1) 06/26/25, Assistant Chief Engineer
- SBE - Modern AV: Doing More With Less, (1) 06/22/25, Assistant Chief Engineer
- SBE - Designing for High Availability - From Physical to Virtualized Network Functions, (1) 07/31/25, Assistant Chief Engineer
- SBE - Air Conditioning Plus, (1) 07/24/25, Assistant Chief Engineer

- Staff members participated in the following outreach activities:

- Ability Awareness Youth Voice Project. Giving neurodivergent students and students with disabilities exposure to the field of video and audio production. (20) On-going
- In October KBTC, in partnership with KSPS Spokane Public Television, presented the newly translated Arabic version of PBS's *Learn and Grow Together* curriculum at the Washington Association for the Education of Young Children (WAEYC) annual conference. (2) Education & Engagement Manager, Education Outreach Coordinator
- Presentation at SOWA's Annual Bridge Conference, (2) 11/04-05/24, Education & Engagement Manager, Education Outreach Coordinator
- Staff members regularly speak to students in Broadcast/Video classes at Bates Technical College about the industry and to recruit them to work on studio productions. Additionally, the station provides career development opportunities for students from middle and high school. Annually
- Participated in the Rotary Club #8 Business Expo, KBTC General Manager/Executive Director.

- Staff members participated in public media professional development conferences including:

- KBTC Creative Services hosted two interns (3) 01- 03/25, Multimedia Coordinator, Production Assistant, Multicast Programming Assistant
- Rising Tide Profiles Shoot (observation and general assistance) (1) 11/26/24, Multimedia Coordinator
- KBTC Hosted Three Panel Discussions with Greater Tacoma Community Foundation (6) 03/17/25, 06/26/25 & 09/25/25, Director of Programming/Creative Arts, Multimedia Coordinator, Production Assistant, 2 Operations Assistants, Special Projects Production Assistant
- KBTC Hosted Look Listen and Learn studio auditions (2) 05/31/25, Director of Programming/Creative Arts, Multimedia Coordinator
- Bates BVP Class on tape interview w/KBTC staff member (1) 07/30/25, Production Assistant
- Bates BVP Mock interview panel (1) 08/13/25, Director of Programming/Creative Arts
- Bates BVP studio camera support Northwest Now (2) Multimedia Coordinator, Production Assistant
- PBS September Station Services Town Hall (4) 09/11/25, Director of Programming/Creative Arts, Multimedia Coordinator, Production Assistant, Graphic Design Specialist
- Independent Public Television Stations Association (IPTSA) (1) Director of Programming/Creative Arts
- Small Stations Association (SSA) (1) Director of Programming/Creative Arts
- University Licensee Association (ULA) (1) KBTC General Manager/Executive Director
- Public Media Archivists Association (1) Director of Programming/Creative Arts
- PBS Program Advisory Committee Office Hours (1) Director of Programming/Creative Arts
- America's Public Television Stations (APTS) Legislative Office Hours (4) (ongoing) Director of Programming/Creative Arts, Multimedia Coordinator, Production Assistant, Programming Assistant
- National Educational Telecommunications Association (NETA) Annual Conference (6) 09/15-17/25, KBTC General Manager/Executive Director, Director of Programming/Creative Services, Programming Assistant, Multimedia Coordinator, Production Assistant, Graphic Design Specialist
- APTS Public Media Summit (1) 02/24-27/25, KBTC General Manager/Executive Director
- Nielsen Dashboard Study Hall 10/24/24, Director of Programming/Creative Services
- General Meyers Training (1) 11/24, Programming Assistant
- Prime Video Streaming Webinar (PBS) (1) 11/20/24, Director of Programming/Creative Services
- Keeping it 9:16 – Indie Lens Pop-Up Workshop (1) 11/21/24, Multimedia Coordinator
- Meyers 7. Training (2) 12/02-06/24, Director of Programming/Creative Services, Programming Assistant
- Meyers 7.0 (Follow Up Training) (2) 12/2024, Director of Programming/Creative Services, Programming Assistant

- Meyers Advanced Discovery (1) 03/19/25, Programming Assistant
 - Key FCC Rules For Television (1) 03/20/25, Director of Programming/Creative Services
 - Meyers Log Webinar (1) 05/14/25, Programming Assistant
 - Meyers Advanced Sales Module Training (1) 06/18/25, Programming Assistant
 - Evolving Media Landscape Webinar (PBS) (1) 07/31/25, Director of Programming/Creative Services
 - FAA Drone Knowledge Test License Re-Certification (2) 08/15/25 & 08/28/25, Multimedia Coordinator, Production Assistant
 - FCC Underwriting Compliance (PBS) (2) 02/18/25, Director of Programming/Creative Services, Programming Assistant
 - Meyers Flight Webinar (2) 09/17/25, Director of Programming/Creative Services, Programming Assistant
 - Internal cross staff technical training audio & video (2) Multimedia Coordinator, Production Assistant
 - PBS Graphic Refresh Updates Ongoing, Graphic Design Specialist
 - Washington Association for the Education of Young Children, (1)10/12/24, Education & Engagement Manager
 - Southwest Washington Autism Conference (2) 11/01/24, Education & Engagement Manager, Education Outreach Coordinator
 - Washington State Indian Education Association Conference, (2) 04/01-02/24, Education & Engagement Manager, Education Outreach Coordinator
 - UNITE Early Learning Conference, (2) 06/06-07/24, Education & Engagement Manager, Education Outreach Coordinator
 - Pierce County Summer Learning Symposium, (2) 06/13/24, Education & Engagement Manager, Education Outreach Coordinator
 - PMBA Conference, (1) 05/25/24, Director of Financial Services
- All staff participated in online training ensuring EEO compliance and sexual harassment prevention. The training was offered through Vector LMS. (35) September
 - In partnership with Bates Technical College Foundation, KBTC provided the Dale Comer Memorial Scholarship to a Bates' Broadcasting/Video Production/Digital Media student — Winter quarter.
 - Members of the staff serve on the Broadcast/Video Production/Digital Media Council for Bates Technical College. Ongoing
 - KBTC General Manager/Executive Director serves on the America's Public Television Stations Board of Trustees.