

EEO PUBLIC FILE REPORT

For

LINCOLN BROADCASTING COMPANY dba KTSF-TV

This EEO Public File Report
Covers the Period
Beginning August 1, 2017 and
Ending on July 31, 2018

Placed in the public file and on KTSF website and FCC Website August 1, 2018.

This EEO Public File Report is filed in Station KTSF-TV's public inspection file and the current report is posted on its website at www.ktsf.com pursuant to Section 73.2080 (c)(6) of the Federal Communications Commission's ("FCC") rules, in addition to the FCC website.

During the period beginning August 1, 2017 and ending July 31, 2018 the station filled the following full-time vacancy:

National Sales Manager

During the year, a total of 2 people were interviewed for these vacancies. The sources of the 2 interviewees were: Vendor Referral [1], KTSF Website [1].

Listed below are the vacancies identified by the job title, date of hire, the referral sources used, and the source of the hire. Attachment A to this annual EEO Public File Report is a list of all KTSF referral sources. None of the sources requested notification.

Attachment B below describes KTSF's general outreach initiatives.

FULL-TIME POSITIONS FILLED DURING THE REPORTING PERIOD

<u>Job Title</u>	<u>Referral Sources Used By KTSF</u>	<u>Source for Hire</u>
National Sales Manager	Attachment A (Referral Source list) Career Fairs KTSF Website Referral - Vendor Internal Job Posting	Referral - Vendor

Date of Hire: October 30, 2017

ATTACHMENT A
Referral Sources

First Name	Last Name	Organization Name	Address	City	State	Zip Code	Work Phone/email
Michelle	Smith	Academy of Arts University	79 New Montgomery Street	San Francisco	CA	94105	415-618-6591 msmith@academyart.edu
Ayan	Jiggetts	Foreign Languages Dept. at San Francisco State University	1600 Holloway Ave	San Francisco	CA	94132	(415) 338-1421 jiggetts@sfsu.edu
Janice	Lee	Asian American Journalists Association	1182 Market Street, Suite 320	San Francisco	CA	94102	(415) 346-2051
Caren	Meghreblian	Art Institute of San Francisco	1170 Market Street	San Francisco	CA	94102	(415) 865-0198
Victor	Shin	Asian Business League	564 Market Street, Suite 404	San Francisco	CA	94104	(415) 350-9023 info@ablesf.org
Gloria	Tan	Asian Women's Resource Center	940 Washington Street	San Francisco	CA	94108	(415) 421-8827 gummoon@gummoon.org
Steven	Karet	Asian, Incorporated	1670 Pine Street	San Francisco	CA	94607	(415) 928-5910
Samson	Wong	AsianWeek	809 Sacramento Street	San Francisco	CA	94108	(415) 397-0220 swong@asianweek.com
Mindy	Aronoff	Bay Area Video Coalition	2727 Mariposa St., 2nd Floor	San Francisco	CA	94110	(415) 861-3282 dov@bavc.org
Bob	Haick	Canada College	4200 Farm Hill Blvd.	Redwood City	CA	94061	(650) 306-3178
Lillie	Player	California Broadcasters Association Job Bank	915 L Street, Suite 1150	Sacramento	CA	95814	(415) 444-2237
Nani	Ratnawati	Center for Asian American Media	145 9th Street, #350	San Francisco	CA	94103	(415) 863-0814 info@asianamericanmedia.org
Bedilia	Ramirez	Chabot College	25555 Hesperian Blvd.	Hayward	CA	94545	510-723-6600 Main/510- 723-6699 bramirez@chaborcollege.edu CCEmployment@chaborcollege.edu
Veronica	Ng	Chinese for Affirmative Action	17 Walter U. Lum Place	San Francisco	CA	94108	(415) 274-6750 fax: (415) 397-8770
Anthony	Ng	Chinese Newcomer Services Center	777 Stockton Street, #104	San Francisco	CA	94108	(415) 421-2111 cnsc@chinesenewcomers.org
Gary	Tom	City College of San Francisco - Alemany	750 Eddy Street	San Francisco	CA	94109	(415) 561-1875

Campus

Phillip	Brown	City College of San Francisco/Broadcasting Department A-6	50 Phelan Avenue	San Francisco	CA	94112	(415) 239-3527
Alexis Marivic	Montevirgen Lizardo	College of Alameda	555 Atlantic Avenue	Alameda	CA	94501	(510) 522-7221 amontevirgen@peralta.edu mlizardo@peralta.edu
Carrie	McKnight	College of Notre Dame Career Center	1500 Ralston Avenue, JB 140	Belmont	CA	94002	(650) 508-3667 cmcknight@ndnu.edu careercenter@ndnu.edu
		College of San Mateo - KCSM TV 60	1700 W. Hillsdale Blvd.	San Mateo	CA	94402	(650) 574-6571 tv@kcsm.net
Cindy	Lister	DeAnza College	21250 Stevens Creek Blvd.	Cupertino	CA	95014	(408) 864-5711 careercenter@deanza.edu
Peter	Ney	California Employment Development Department	550 Quarry Road	San Carlos	CA	94070	(650) 802-5000 peter.ney@edd.ca.gov
Shawn	Hansen	EDD Workforce Services	606 Healdsburg Ave	Santa Rose	CA	95401	(707) 576-2014 Shawn.hansen@edd.ca.gov
Nora Rios	Reddick	Horizons Unlimited of San Francisco	440 Potrero Street	San Francisco	CA	94110	(415) 487-6700 nrreddick@aol.com
Julie	Matsueda	Japanese Community Youth Council	2012 Pine Street	San Francisco	CA	94115	(415) 563-8052 info@jycyc.org
Nobiru	Kai	Japanese Newcomer Services	1840 Sutter Street, Suite 207	San Francisco	CA	94115	(415) 922-2033 nobirukai@gmail.com
Yolanda	Chrystal	Job Development Group - City College of San Francisco	50 Phelan Ave., Box A6	San Francisco	CA	94112	(415) 452-5888 career@ccsf.edu
Martha	Schoonover	Job Placement Services- Diablo Valley College	321 Gold Club Road	Pleasant Hill	CA	94523	(925) 685-1320
Susan	Mir	Journalism/Community Development, San Jose State University	One Washington Square	San Jose	CA	95192	(408) 924-3240 careerhelp@sjsu.edu
Lisa	Aaron	Laney College	900 Fallon Street	Oakland	CA	94607	(510) 834-5740 laaron@peralta.edu
Lydia	Fedulow	Mass Media Studies - University of San Francisco/Ignatio Heights	2130 Fulton Street	San Francisco	CA	94117-1080	415) 422-6373 media.studies@usfca.edu
Mary	Robins	Menlo College	1000 El Camino Real	Atherton	CA	94027	(650) 543-3735 careers@menlo.edu
Katherine	Dey	Mills College	5000 MacArthur Blvd.	Oakland	CA	94613	(510) 430-2130 kdey@mills.edu
Olga	Perez	Mission Language &	2929 19th	San	CA	94110	(415) 648-5220

		Vocational School	Street	Francisco			
Bob Cilbup/	Tom Gomez	Ohlone College/KOHL-FM	43600 Mission Blvd.	Fremont	CA	94539	(510) 659-6000
Edie	Melo	PennisulaWorks - Daly City	271 92nd Street	Daly City	CA	94015	(650) 301-8447
Theresa	Brown	Peralta Community College	333 East 8th Street	Oakland	CA	94606	(510) 466-7200
Jaclyn	Chinn	Project HIRED	1401 Parmoor Ave, Suite 125	San Jose	CA	95126	(408) 557-0880
Melissa	Camacho	San Francisco State University	1600 Holloway Avenue	San Francisco	CA	94103-3502	(415) 338-1787 mcamacho@sfsu.edu
Kathy	Potter	Santa Clara University	500 El Camino Real	Santa Clara	CA	95053	(408) 554-4589 kpotter@scu.edu
Ivy	Velasquez	Skyline College	3300 College Drive	San Bruno	CA	94066	(650) 738-4337 velasquezi@smccd.net
Zafer	Sun	Solano Community College	4000 Suisun Valley Road	Suisun City	CA	94585-3197	(707) 864-7124 zafer.sun@solano.edu
Philip	Nguyen	Southeast Asian Community Center	875 O'Farrell Street	San Francisco	CA	94109	(415) 885-2743 seaccphilip@juno.com
Thomas	Goldstein	University of California, Berkeley	Campbell Hall	Berkeley	CA	94720	(510) 642-3383
Cecily	Victor	Upwardly Global	582 Market Street, Suite 1207	San Francisco	CA	94104	(415) 834-9901 x301
Emma	Hyatt	Excelsior Community Center Employment Services Program	4468 Mission Street	San Francisco	CA	94112	(415) 786-6648
Sam	Rodriguez	Holy Names University	3500 Mountain Blvd.	Oakland	CA	94619	(510) 436-1419 srodriguez@hnu.edu
May	Ng	San Francisco Office of Economic & Workforce Development	1 South Van Ness Ave, 5 th Fl	San Francisco	CA	94103	(415) 701-4836 (415) 701-4897 Fax May.ng@sfgov.org www.workforcedevelopmentsf.org
Tammy	Chen	Mission Hiring Hall, Inc	1048 Folsom Street	San Francisco	CA	94103	(415) 865-2105 x103 (415) 865-2102 Fax www.missionhiringhall.org tchen@missionhiringhall.org
Tom	Hayashi	Peninsula Works	1777 Borel Place, Suite 200	San Mateo	CA	94402	(650) 581-0052 (650) 581-0056 Fax thayaski@peninsulaworks.biz

Meiling	Wang	City College of San Francisco	1860 Hayes Stm Box JAD, RN 142F	San Francisco	CA	94117	mwang@ccsf.edu
Phuong	Tran	Foothill College	12345 El Monte Road	Los Altos Hills	CA	94022	(650) 949-7208 Web: Internship Program

ATTACHMENT B

GENERAL OUTREACH INITIATIVES

The Station has more than 10 full-time employees and serves a large market. As a result, it must complete 4 outreach initiatives over a two-year period.

From August 1, 2017 to July 31, 2018 KTSF completed the requirements for outreach options 1, 3, 5, 8, and 16 from FCC Rule 73.2080(c)(2):

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;

From August 1, 2017 to July 31, 2018, KTSF participated in the following two job fairs. A KTSF representative attended each job fair, one being a member of senior management staff.

- a. City College of San Francisco Fall Job Fair, San Francisco, CA - October 5, 2017

The Director of Human Resources recruited for Digital Journalist, News Production Assistant and Production Technician.

- b. Hiring Our Heroes, U.S. Chamber of Commerce, Palo Alto, CA – June 13, 2018

The Director of Human Resources recruited for News Production Assistant.

3. Co-Sponsoring at least one job fair with organizations in the business and professional community whose membership includes substantial participation of women and minorities.

- a. Bay Area 18th Annual Diversity Employment Day, San Francisco, CA– April 12, 2018

Provides a pool of diverse, multi-cultural, and qualified professionals. The career fair targets minorities, women, seniors and people with disabilities.

KTSF also promoted the job fair on air, KTSF website and career fair brochures.

The Director of Human Resources staffed a booth to meet candidates and recruited for Digital Journalist, and News Production Assistant.

5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;

This year KTSF continued its successful internship program with two department(s) participating involving three intern(s).

Two department(s) participated in the internship program in this reporting period: News and Marketing department(s) continued their programs. A Description of each of those internships, and the results of each, follows:

News Department Interns

September 6, 2017 – December 13, 2017: News Intern. She is studying Broadcast Media Studies at City College of San Francisco.

January 23, 2018 – May 15, 2018: News Intern. She is studying in Journalism/Photojournalism at San Francisco State University.

March 2, 2018 – May 5, 2018: News Intern. She is studying in Communication and Media Technologies at Academy of Arts University.

Interns in the News Department acquire journalism skills including researching stories, checking facts on stories and assisting News Reporters with field interviews.

Marketing Department Intern

February 8, 2018 – May 17, 2018: Marketing Intern. She is studying Broadcast Media Studies at City College of San Francisco. She now works as a Voiceover talent in our Production Department.

Marketing Intern duties involve coordination of online community calendars for Marketing and News Departments.

8. Establishment of Training Program designed to enable station personnel to acquire skills that could qualify them for higher level positions

KTSF is committed to continuing this highly valued technical training program with Bay Area Video Coalition. This training is not only beneficial to the employee experiencing the

training but many other employees benefit as the knowledge is passed on to their coworkers.

Classes offered include video production, post-production, audio, graphic design, web design and editing. The program is sponsored by the State of California and is paid by the state for students who comply with the rules of the program. The goal of this initiative is to encourage employees to expand their skills so that they may qualify potentially for higher-level positions.

One employee has attended class. Class include: Premiere Pro: Introduction. The average classes involve 8 hours of training with the total hours of training for this reporting period running approximately over 8 hours.

KTSF paid the participating employees their regular hour rate while they attended these classes.

16. Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

- a. KTSF is the leading source of diverse multi-language, primarily Asian, programming in the San Francisco market, and produces much of the programming in its own local production studio, including daily news in Cantonese and Mandarin. For the past 10 years KTSF has been offering informational tours of broadcasting facility for all students and their teachers upon request and making students more knowledgeable on what is required of them when trying to enter the broadcasting industry. On April 12, 2018, our Director of Programming participated in a local middle schools annual career day by bringing those students to tour the KTSF facilities. He gave the students an overview of the Television industry, the different careers available in TV and a “behind the scenes” look at the daily operations of a TV station that produces much of its own diverse non-English programming and had a Q&A session at the end.