

**KBUE(FM) / KBUA(FM) / KEBN(FM) / KWIZ(FM) /
KVNR(AM) / KRQB (FM) – and KRCA(TV)
EEO PUBLIC FILE REPORT
08/01/16 - 07/31/17¹**

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

| | Job Title | Recruitment Sources (RS) Used to Fill Vacancy | RS Referring Hiree |
|----|-----------------------------|--|---------------------------|
| 1 | Account Executive | 2-4, 8, 11, 13-14, 18, 21, 27, 29, 31, | 18 |
| 2 | National Sales Assistant | 2-3, 11, 13-14, 21, 27, 29 | 27 |
| 3 | News Promotions Coordinator | 1-3, 11, 14, 17-18, 21, 27, 29 | 27 |
| 4 | Writer | 1-3, 27, 11, 13-14, 18, 21, 29 | 18 |
| 5 | Editor | 3, 11, 13-15, 21,27, 29, 32 | 15 |
| 6 | West Coast Regional Manager | 1-3, 11, 14, 17, 21, 27, 29 | 17 |
| 7 | Digitizer | 1-3,11, 13-14,16-17, 21, 27, 29 | 21 |
| 8 | Digitizer | 1-3,11, 13-14,16-17, 21, 27, 29 | 27 |
| 9 | Digitizer | 1-3,11, 13-14,16-17, 21, 27, 29 | 17 |
| 10 | Digitizer | 1-3,11, 13-14,16-17, 21, 27, 29 | 16 |
| 11 | Digitizer | 1-3,11, 13-14,16-17, 21-22, 27, 29 | 22 |
| 12 | Digitizer | 1-3,11, 13-14,16-17, 21, 27, 29 | 14 |
| 13 | Account Executive | 1-4, 11, 14-18, 21, 27, 29 | 17 |
| 14 | Account Executive | 1-4, 11, 14-18, 21, 27, 29 | 18 |
| 15 | Account Executive | 1-4, 11, 14-18, 21, 27, 29 | 15 |
| 16 | Editor | 2-3, 8, 11,13-14, 17, 21, 27, 29, 31 | 27 |
| 17 | Editor | 2-3, 8, 11,13-14, 17, 21, 27, 29, 31 | 17 |
| 18 | Editor | 2-3, 8, 11,13-14, 17, 21, 27, 29, 31 | 27 |
| 19 | Editor | 2-3, 8, 11,13-14, 17, 21, 27, 29, 31 | 13 |
| 20 | Editor | 1-3, 11,13-14, 17, 21, 27, 29 | 17 |
| 21 | Editor | 1-3, 11,13-14, 17, 21, 27, 29 | 17 |
| 22 | Editor | 1-3, 11,13-14, 17, 21, 27, 29 | 27 |
| 23 | Editor | 1-3, 11,13-14, 17, 21, 27, 29 | 21 |
| 24 | Radio Traffic Assistant | 3-4, 11, 14-15, 17, 21-22, 27, 29, 32 | 22 |
| 25 | Board Operator | 1, 27, 11, 3, 29, 32, 4, 21, 14, 22 | 22 |
| 26 | News Camera Operator | 1, 27, 11, 3, 29, 32, 21, 14, 22 | 22 |
| 27 | Digitizer | 3, 11, 32, 29, 21, 27, 17, 14 | 27 |
| 28 | Digitizer | 3, 11, 32, 29, 21, 27, 17, 14 | 27 |
| 29 | Editor | 3, 11, 14-15, 18, 21-22, 27, 29, 32 | 22 |
| 30 | Editor | 3, 11, 14-15, 18, 21, 27, 29, 32 | 18 |
| 31 | Editor | 3, 11, 14-15, 18, 21, 27, 29, 32 | 15 |
| 32 | Sales Assistant | 3, 11, 14-15, 18, 21, 27, 29, 32 | 15 |
| 33 | Associate Producer | 3, 11, 14-15, 17, 21-22, 27, 29, 32 | 22 |
| 34 | Weather Anchor | 3, 11, 14, 17, 21, 27, 29, 32 | 17 |
| 35 | Account Executive | 3,11,13-15, 21, 27, 29, 32 | 15 |
| 36 | Motion Graphic Designer | 3, 11, 14-15, 21, 27, 29, 32 | 15 |
| 37 | Production Coordinator | 3, 11, 14, 17, 21, 27, 29, 32 | 27 |
| 38 | TV Traffic Assistant | 3, 11, 14, 21, 27, 29, 32 | 27 |

¹ This Report includes recruitment activity from July 24, 2016 through July 24, 2017

| | Job Title | Recruitment Sources (RS) Used to Fill Vacancy | RS Referring Hiree |
|----|------------------------------|--|---------------------------|
| 39 | Board Operator | 3, 11, 13-14, 21-22, 27, 29, 32 | 22 |
| 40 | Writer | 3, 11,13-14, 21-22, 27, 29, 32 | 22 |
| 41 | Writer | 3, 11,13-14, 21, 27, 29, 32 | 14 |
| 42 | Entertainment Reporter | 3, 11,13-16, 21, 27, 32, | 15 |
| 43 | Copywriter | 3, 11, 14, 21, 27, 32 | 27 |
| 44 | News Producer | 3, 11, 14, 17, 21, 27, 32 | 17 |
| 45 | Radio Commercial Editor | 3-4, 11, 14,16, 21, 27, 32, | 16 |
| 46 | Account Executive | 3, 11, 14, 17, 21, 27, 32-33 | 17 |
| 47 | Business Manager | 3,11, 14, 21, 27, 32 | 27 |
| 48 | Director of Radio Promotions | 3-4, 11, 14-15, 17, 21, 27, 32 | 17 |
| 49 | Local Sales Manager | 3-4, 11, 13-14, 21, 27, 32, 34 | 34 |
| 50 | Sales Assistant | 3, 11,13-14, 21, 27, 32 | 14 |
| 51 | Copywriter | 3, 11, 14, 17, 21-22, 27, 32 | 22 |
| 52 | Post Production Assistant | 3, 11, 14, 17, 21, 27, 32 | 17 |
| 53 | Production Coordinator | 3, 11, 13-15, 17, 21, 27, 32 | 15 |
| 54 | Account Executive | 1, 3, 11-14, 17, 21, 27, 29, 32 | 17 |
| 55 | Account Executive | 1, 3, 11-14, 17-18, 21, 27, 29, 32 | 18 |
| 56 | Host | 3, 11, 14-15, 21, 27, 29, 32 | 15 |
| 57 | Editor | 3, 11, 14-15, 21, 27, 29, 32 | 15 |

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS Over Reporting Period |
|-----------|---|---|--|
| 1 | <p>Caljobs.ca.gov (state-run website) Employment Development Department (EDD) 800 Capitol Mall, MIC 83 Sacramento, CA 95814 (800) 758-0398 www.caljobs.ca.gov <i>Source is sponsored by the California Employment Development Department (EDD) and provides both online/website career and employment placement services for job seekers and employers)</i></p> | N | 20 |
| 2 | <p>Proyecto del Barrio – WorkSource & Career Center 9024 Laurel Canyon Boulevard Sun Valley, California 91342 Telephone: (818) 504-0334 <i>Source is physical job center sponsored by the State of California and one of designated “America’s Job Centers of California.” Provides intensive job placement assistance, re-training and business assistance to the San Fernando Valley area of Los Angeles County.</i></p> | N | 22 |
| 3 | <p>City of Burbank – WorkForce Connection 301 E. Olive Ave. Burbank, CA 91502 (818) 238-5627 <i>Source is a city-run job resource center for job seekers and employers and one of the designated “America’s Job Centers of California.”</i></p> | N | 57 |
| 4 | <p>Southern California Broadcasters Association Attn: LaFern Watkins 5670 Wilshire Blvd #1370 Los Angeles, CA 90036 (323) 904-4105 www.scba.com</p> | N | 9 |
| 5 | <p>LatinoLA.com Attn: Abelardo De La Peña 15332 Antioch Street, Suite 438 Pacific Palisades, CA 90272 (310) 807-5786 www.latinola.com</p> | N | 0 |
| 6 | <p>LinkedIn 2029 Stierlin Court Mountain View, CA 94043 www.linkedin.com</p> | N | 0 |
| 7 | <p>Craigslist.org P. O. Box 225159 San Francisco, CA 94122-5159 1-818-664-0633 www.losangeles.craigslist.org</p> | N | 0 |

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| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS Over Reporting Period |
|-----------|---|---|--|
| 8 | JobSpider.com 300 Stanton Cir Carmichael, CA 95608 Office (916) 488-7065 | N | 5 |
| 9 | Creative Job Central Live Enterprises Corp 222 East 34th Street Suite 1205 New York, NY 10016 Office (732) 996-3224 info@creativejobcentral.com | N | 0 |
| 10 | TDGA-Traffic Directors Guild of America 26000 Avenida Aeropuerto Building 114 San Juan Capistrano, CA 92675 Office (949) 429-7063 tdga@cox.net | N | 0 |
| 11 | Goodwill Southern California – WorkSource & Career Resource Centers 342 San Fernando Road Los Angeles, CA 90031 Attn: James Marsh Office (323) 223-1211 ext 2311 jmarsh@goodwillsocial.org | N | 57 |
| 12 | Hub Cities – One Stop Career Center 2677 Zoe Avenue Huntington Park, CA 90255 Attn: Adriana Rios Office (323) 586-2216 Adriana.rios.@edd.ca.gov <i>Source provides a comprehensive system of training, placement and career planning for job seekers throughout Southern California.</i> | N | 0 |
| 13 | Job & Resource Fairs (see Sec. III) | N | 28 |
| 14 | Company Website (www.lbimedia.com) Liberma Broadcasting, Inc. 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 57 |
| 15 | Former Employee (Re-Hire) LBI Media, Inc. (Liberma Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 17 |

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| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS Over Reporting Period |
|------------------|---|--|---|
| 16 | Self-Referrals/Walk-ins LBI Media, Inc. (Lieberman Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 11 |
| 17 | Employee Referrals LBI Media, Inc. (Lieberman Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 33 |
| 18 | Non-employee referrals LBI Media, Inc. (Lieberman Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 11 |
| 19 | Internal Posting LBI Media, Inc. (Lieberman Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 0 |
| 20 | NAHJCareerCenter.com National Association of Hispanic Journalists Career Resource Center (888) 975-1386 | N | 0 |
| 21 | EntertainmentCareers.Net 2118 Wilshire Blvd #401 Santa Monica, CA 90403 | N | 57 |
| 22 | Internal Transfer/Promotion LBI Media, Inc. (Lieberman Broadcasting) 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300 | N | 9 |
| 23 | Cinema.usc.Edu/jobboard.com USC School of Cinematic Arts 900 W. 34 th Street, Suite 235 Los Angeles, CA 90089-2211 213-740-4432 | N | 0 |
| 24 | Careers.CSULB.EDU California State University Long Beach Career Development Center Brotman Hall, Room 250 1250 Bellflower Blvd Long Beach, CA 90840 562-985-4151 | N | 0 |

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| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS Over Reporting Period |
|---|---|--|---|
| 25 | University Career Center California State University Fullerton Career Center Langsdorf Hall, Room 208 Fullerton, California 657-278-3121 | N | 0 |
| 26 | Simplyhired.com 370 San Aleso Avenue, #200 Synnyvale, CA 94085 (408) 400-4700 support@simplyhired.com | N | 0 |
| 27 | Indeed.com 6433 Champion Grandview Way Building 1 Austin, TX 78750 www.indeed.com | N | 57 |
| 28 | Career Center, California State University Northridge 18111 Nordhoff St. Northridge, CA 91330 Attn: Sarah Le Long | N | 0 |
| 29 | The Art Institute of California-Hollywood 5250 Lankershim Blvd. North Hollywood, CA 91601 Attn: Nicole Smith | N | 45 |
| 30 | Career Development Center, Santa Ana College 1530 W. 17th Street Santa Ana, CA 92706 | N | 0 |
| 31 | Career Development Center, California State University, Los Angeles 5151 State University Drive Los Angeles, CA 90032 | N | 5 |
| 32 | Kipp LA Schools 3601 E. First St. Los Angeles, CA 90063 Attn: Ricky Randle | N | 35 |
| 33 | Los Angeles Chamber of Commerce 350 S. Bixel St. Los Angeles, CA 90017 Attn: Leng Earl | N | 1 |
| 34 | Ballard Executive Search 269 S. Beverly Drive Beverly Hills, CA 90212 Attn: Julie Ballard Lebe | N | 1 |
| TOTAL INTERVIEWEES OVER REPORTING PERIOD | | | 537 |

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III. RECRUITMENT INITIATIVES

| | TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION) | BRIEF DESCRIPTION OF ACTIVITY |
|---|--|---|
| 1 | Participate in Job Fair | <p>Activity: "Congressman Tony Cardenas Job Fair" Career Expo & Resource Fair; El Cariso Park, 13100 Hubbard Street, Sylmar, CA 91342</p> <p>Date: October 6, 2016</p> <p>Participants included: SEU's Human Resources Manager</p> <p>Description: The SEU participated in the "Congressman Tony Cardenas" Career Expo & Resource Fair. There were 200+ job seekers in attendance. Questions by attendees generally about careers in broadcasting were answered by SEU members. Applications and other useful hand-outs were provided to attendees interested in the SEU's specific positions. In some cases, on-site pre-screening interviews were provided by the SEU's Human Resources Department members for different open positions, including skilled technical positions requiring specialized training. Appointments for secondary interviews with specific SEU employees and managers were scheduled for candidates with the strongest potential.</p> |
| 2 | Participate in Job Fair | <p>Activity: "Art Institute Portfolio Show" Career Expo & Resource Fair; Art Institute of California-Hollywood, 5250 Lankershim, North Hollywood, CA 91303</p> <p>Date: December 15, 2016</p> <p>Participants included: SEU's Head of Wardrobe</p> <p>Description: The SEU participated in the "Art Institute Portfolio Show ". There were 50+ job seekers in attendance. Questions by attendees generally about careers in broadcasting were answered by SEU member. Applications and other useful hand-outs were provided to attendees interested in the SEU's specific positions. In some cases, on-site interviews were provided by the SEU's Head of Wardrobe. Appointments for secondary interviews were scheduled for candidates with the strongest potential.</p> |

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| | TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION) | BRIEF DESCRIPTION OF ACTIVITY |
|---|--|--|
| 3 | Participate in Job Fair | <p>Activity: USC Annenberg Career Connection Internship & Job Fair; USC Ronald Tutor Campus Center, 3607 Trousdale Pkwy, Los Angeles, CA 90089</p> <p>Date: March 23, 2017</p> <p>Participants included: SEU's Human Resources Coordinator</p> <p>Description: The SEU participated in the USC Annenberg School of Communication Career Connection Internship & Job Fair. There were 500+ job seekers in attendance. Questions about careers in broadcasting were answered, and issues about broadcast industry careers were discussed. Job descriptions and other useful hand-outs were provided to interested attendees. On-site pre-screening interviews were conducted by Human Resources. Appointments for secondary interviews were also discussed with potential employment candidates.</p> |
| 4 | Participate in Job Fair | <p>Activity: "Independence Day Hiring Spree 2017"; sponsored by Los Angeles County Office of Education (LACOE) at the Zev Yaroslavsky Family Support Center, 7555 Van Nuys Blvd., Van Nuys, CA 91405</p> <p>Date: June 14, 2017</p> <p>Participants included: SEU's Human Resources Manager</p> <p>Description: The SEU participated "Independence Day Hiring Spree 2017". There were 200+ job seekers in attendance. Questions about careers in broadcasting were answered, and issues about broadcast industry careers were discussed. Job descriptions and other useful hand-outs were provided to interested attendees. On-site pre-screening interviews were conducted by Human Resources. Appointments for secondary interviews were also discussed with potential employment candidates.</p> |
| 5 | Participate in Job Fair | <p>Activity: Los Angeles Journalist Job Fair; 5757 Wilshire Boulevard, Los Angeles, CA 90036</p> <p>Date: June 17, 2017</p> <p>Participants included: SEU's Human Resources Coordinator, and SEU's News Staff representative</p> <p>Description: The SEU participated in the Los Angeles Journalist Job Fair. There were approximately 100 job seekers in attendance. Questions about careers in broadcasting were answered, and issues about broadcast industry careers were discussed. Job descriptions and other useful hand-outs were provided to interested attendees. On-site pre-screening interviews were conducted by Human Resources. Appointments for secondary interviews were also discussed with potential employment candidates.</p> |

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| | TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION) | BRIEF DESCRIPTION OF ACTIVITY |
|---|--|---|
| 6 | Management-level training regarding equal employment opportunity and preventing discrimination | On November 16, 2016, our HR Coordinators as well as corporate HR representatives took part in a training webinar presented by LBI Media's FCC counsel, Wiley Rein LLP, regarding compliance with the FCC's EEO rules entitled, "The FCC's Equal Employment Opportunity Rules: The Nuts & Bolts for LBI Media, Inc. Human Resources." |
| 7 | Management-level training regarding equal employment opportunity and preventing discrimination | <p>Activity: "A California Supervisor's Guide to Understanding, Preventing, and Correcting Abusive Conduct, Sexual and Unlawful Harassment, Discrimination and Retaliation" / SEU Corporate Facilities</p> <p>Dates: October & November 2016</p> <p>Conducted: Littler Learning Group</p> <p>Attendees: All SEU staff including Supervisors and Hiring Managers.</p> <p>Description: All employees, Supervisors, and Hiring Managers were required to participate in a 60 minute training program (120 minutes for Supervisors and Hiring Managers) focused on the following objectives: a) raise the level of awareness about Equal Employment Opportunity and the importance on the sensitivity to cultural and religious diversity in the workplace, b) language around the topic of diversity and c) learn the tools necessary to avoid discrimination and work effectively with a diverse employee base. The program was conducted in multiple sessions to ensure that all employees would be able to attend.</p> |