

**Georgia Public Telecommunications  
Commission**

**EEO Public Inspection File Report  
(Station WGTV and WUGA)**

**2021**

**December 1, 2020 - November 30, 2021**

**Equal Employment Opportunity  
Public Inspection File Report**

**Georgia Public Telecommunications Commission  
(Station WGTV and WUGA)**

This report is prepared by Georgia Public Telecommunications Commission ("GPTC"), licensee of noncommercial television station WGTV and WUGA, Athens, Georgia and covers its employment unit for WGTV and WUGA and its Atlanta, Georgia headquarters.

The GPTC is also the licensee of an additional eight noncommercial educational television and fourteen noncommercial educational radio stations. GPTC operates its radio and television stations as state public broadcast networks, with all television programs originating in Atlanta and simulcast by all of the stations in the network. Most of the radio stations are operated in a similar manner, although some originate some programming locally. Given this structure, the bulk of GPTC's employees are located at its Atlanta headquarters. The employees at the individual stations (there are fewer than 5 full-time employees at each of the other stations) are primarily technical personnel assigned to assure the proper operation of the stations.

While GPTV has employees throughout the state, it operates as a single agency for recruitment purposes and employs the same recruitment sources and employment initiatives for all of its job openings. GPTC is also an agency of the state of Georgia and its recruitment and employment practices are subject to the requirements of the the Department of Administrative Services Human Resources Administration unit, Georgia's equivalent of the federal civil service system.

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List of Initiatives**

- 5. Provide a list and brief description of initiatives undertaken to satisfy the requirement to complete four “menu options” within a two-year period.**
- (v) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.**
- During the 2020-21 reporting period, Georgia Public Broadcasting was impacted by the pandemic and the internship program, while maintained, was briefly affected because of the need to evaluate a safe and efficient process for an effective in-office or virtual internship experience. GPB’s studio client productions department began to pick up pace due to the film industry projects re-starting. GPB recruited for Fall and Summer production interns. Our summer and fall recruitment yielded approximately 13 students and we selected 7 students for the internship experience. The internship program continues to target K-12 grade level school systems, graduate and undergraduate schools, colleges and university systems and programs that promote adult learning experiences to provide this kind of immersion opportunity in the broadcast media industry for all that may have an interest. For example, we had 5 interns in our Georgia News Lab program from Kennesaw State University which is a paid internship partnership through KSU. In addition, we had 4 students from the Cristo Rey Atlanta Jesuit High School. This program is also a paid experience through partners for the school. We will continue to post strategic internship recruitment opportunities. This year we had approximately 16 interns placed at GPB representing the following schools and universities: Cristo Rey Atlanta Jesuit High School, University of Alabama’s Fall Public Broadcasting Preservation Fellowships, Georgia State University, Columbus State University, and Kennesaw State University.
  - There were approximately 2 internship recruitment postings in the areas of Client & Studio Production Services. In an effort to ensure GPB Covid protocols for maintaining social distancing and safety, the productions team coordinated rotations to enhance the student experience in the following other work unit areas of GPB: Political Rewind Radio Talk Show and Development. We will continue our efforts to expand and work to attract students from diverse colleges and universities as well as adult learners. We have continued to suspend tours during this time due to GPB's COVID-19 policy that restricts outside guests or visitors in our facility. We intend to resume educational tours once it is safe to do so.

- GPB's Human Resources Office continues to work with internal departments to address their internship program opportunities and needs to continue building a comprehensive internship orientation program. The Human Resources Office coordinates an onboarding orientation to provide an overview of GPB and the expectations of the internship. This year, the HR Team created a virtual orientation process. An exit briefing survey continues to be collected at the end of each internship experience to collect feedback and identify the effectiveness of the program experience.
- The GPB internship program provides members of the community with opportunities to learn about and acquire skills needed for broadcast employment. The program also creates partnerships with local colleges in Atlanta and surrounding areas to broaden the development of students seeking to explore and gain careers in the public broadcasting industry as a whole.
- GPB's broadcast employment experience includes but is not limited to both technical and non-technical skills needed for the workforce. This includes opportunities in production both in radio and television within a newsroom or sports to local and national programming. The internship experience also includes aspects of studio productions, engineering, information technology, digital media, education, development, marketing and communications, graphics and creative services, and administrative functional areas as made available.
- Some of the institutions, schools and organizations that GPB has partnered with to provide the internship experiences over past years included, Georgia State University, Kennesaw State University, Columbus State University, University of Alabama, Mercer University, Georgia State University, Morehouse College, and Emory University. Other schools we have partnered with in past years include the following: Agnes Scott College, Brandeis University, Emerson College, Art Institute of Atlanta, Savannah College of Art and Design, Chattahoochee Technical School, Georgia Highlands College, Spelman College, Rhodes College, Ohio State University, Hampton University, Clayton State University, Cristo Rey Atlanta Jesuit High School to name a few.
- GPB continues to look for opportunities to expand the internship partnership by building relationships with other local schools, colleges, universities and organizations. The primary goal is to continue efforts to attract and target diverse graduate, undergraduate, and aspiring students and members of the community, who have an interest in broadcast employment. GPB's Human

Resources Staff continues to work with departments and other outside organizations to create a diverse internship experience for all aspiring careers in broadcasting. GPB continues to rotate students quarterly and year-round as needed to all operational areas.

- Interns will continue to receive hands on training and experience that allow them to acquire the necessary skills needed for administrative and broadcast level employment. GPB will also continue to extend ongoing opportunities for Volunteers through the efforts of the organization's Volunteer Manager for events and fund-raising campaigns.

**(vii) Participation in scholarship/educational stipend programs designed to assist students interested in pursuing a career in broadcasting.**

Georgia Public Broadcasting looks for opportunities to partner with programs, schools, and organizations that assist students interested in pursuing careers in broadcasting to provide emersion programs, interactive tours, and real world experiences for students at all levels. While GPB's in-person tours have been postponed due to the pandemic, the Education Services Team has jump started its virtual learning engagements due to the increase in schools transitioning between virtual and in-person learning. The Education team partners with the State of Georgia and other partners to create virtual tours. GPB works with the University of Alabama's public broadcasting preservation fellowship and the Cristo Rey Atlanta Jesuit High School to offer immersion experiences for a 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grade student.

In past years, GPB has conducted interactive tours with Kennesaw State University, Georgia State University, Margaret Mitchell House Summer Writing Program, Primrose School of Roswell North, Drew Charter School, VOX Atlanta Summer Program, South College, and Career Academy, YMCA of Atlanta, Georgia Tech Faculty Women's Club, and Smyrna Area Support for Christian Homeschoolers. GPB has partnered with the University of Georgia for a paid stipend experience so that a student can work while learning about creating and producing podcasts. We are currently partnering with Kennesaw State University with the Ga. News Lab program and University of Alabama's Public Broadcasting's Preservation Fellowship program.

GPB will continue to welcome new partnerships and opportunities that give students an opportunity to qualify for college credit, experience in broadcasting, course requirement assistance, or stipends available through their school, and/or organization as well as adult learners the opportunity to regain vital experience to enter back into the workforce. Students that participate in these programs receive a

variety of benefits to include hands on experience, professional network opportunities, and begin their individual job growth and experience needed to attain careers in their area of interest.

GPB will continue to partner with schools and programs to increase diversity and awareness.

**(viii) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for a higher-level position.**

The Human Resources Office continues to work with the executive management staff at GPB to identify, develop, and coordinate specialized training that is needed for staff. GPB strives to provide its employees with the additional specialized and technical skills needed to perform job responsibilities and to obtain higher-level responsibilities or positions. Some areas of training during this period include:

- **Virtual ADA Training Conference** - For HR staff to learn about laws, rules and regulations that could impact employment or work guidelines especially as it relates to Covid testing, vaccinations and mask requirements in the workplace. This training ensures HR stays abreast of the information and knowledge needed to guide the staff and organization leaders.  
**June 8 & 9, 2021**
- **Human Resources Community Meeting** - quarterly training for state HR staff to review guidelines for training compliance and new paid leave rule and employee guidance.  
**February 16, 2021 and May 18, 2021**
- **EEOC Training Institute - Covid-19, Vaccines and Safety - What Employers Need to Know Now** - Training to provide guidance to employers.  
**May 5, 2021**
- **State Paid Parental Leave Training Webinar** - specific training for state HR staff on the use of paid parental leave, how the leave works, and the qualifications.  
**June 25, 2021**
- **State Accounting Office - Time and Labor Meeting/Training** for payroll and HR staff to ensure compliance with payroll processes and other needs to ensure a successful payroll.  
**Occurs bi-monthly**

- **Employee Benefit Plan Council** - webinar where HR staff are made aware of changes to employee benefits or rules and how those changes are to be communicated and interpreted to any impacted staff.  
**July 13, 2021**
- **Council for State Personnel Administration Training Meeting** - Leaders in the HR state community provide guidance to HR Teams on best practices in a time of change.  
**July 15, 2021**
- **E-Verify Training** - HR staff completed the training and tutorial for the updated E-Verify requirements to ensure compliance and proper use of the system and guidelines.  
**September 21, 2021**
- **Statewide Fuel Card Standards & Guidelines for Drivers Training** for staff across the organization to ensure accordance with the state policy on driving vehicles and use of state fuel card. This training is conducted for all new hires.
- **Human Trafficking Training** - Mandatory state training for all employees on the signs of human trafficking, what to look for, and what we can do to prevent human trafficking. This training is conducted for all new hires.
- **Sexual Harassment Prevention Program Webinar** for HR staff to ensure compliance with state requirements  
**May 11, 2021**
- **Public Television Major Market Group Training** for executive leaders about return-to-work strategies in a pandemic and best work practices and opportunities for employers.  
**March 19, 2021**
- **Performance Management Training Sessions.** Provides one on one support and guidance to management staff to aid in the development, coaching and evaluation process for staff. **August - September 2021**
- **Corporation for Public Broadcasting (CPB) Compliance Training-** GPB financial staff attended compliance training to ensure annual requirements for CPB station grantees to include financial reporting, CSG requirements and resources, and the use of integrated station information systems.  
**September 9, 2021**

- **PeopleSoft Manual JV Training** – for payroll accounting staff on the appropriate use of reporting for accounting transactions.  
**November 19, 2021**
  - **Workplace Sexual Harassment Training** was provided to all staff and interns. This mandatory harassment training was administered through the State of Georgia Department of Administrative Services. This training is mandatory and is conducted every year. **Training began July 1, 2021 and ends June 30, 2022.**
  - **Cyber Security Training** for all staff of the awareness and use of information technology equipment and resources and the best practices. This was an online training and is conducted quarterly. **Training completion is December 31, 2021**
  - **APO – Agency Procurement Officer Training** for Procurement Officer guidance and compliance with state regulations.  
**October -November 2021**
  - **Purchasing Card Training** for administrators, card holders and card approvers on the policies and procedures necessary to continue to be in compliance with the state procurement and purchasing process.  
**Fall 2021**
- (x) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.**

Each year Georgia Public Broadcasting participates in at least four activities, to include activities, programs, community outreach, academic studio tours, job fairs or career day events for students in the K-12, college level and community groups at large. These events are generally sponsored by or in partnership with educational or broadcast related entities or institutions designed to promote and encourage career opportunities and education development in broadcasting. Some of these events for the 2021 calendar year include:

- **Georgia Association of Broadcasters 2021 GAB/UGA Career Fair**  
**Date: February 10, 2021**
- **Cristo Rey Jesuit High School** – GPB HR Team attended the annual school internship career “Draft Day” where students are selected to companies and provided an immersion experience in areas of the student’s interest.  
**Date: October 8, 2021**

- **Georgia State University** - GPB Political Rewind Producer spoke to a journalism class on the topic of “ How news media cover elections”  
**Date: January 19, 2021**
  
- **Chattahoochee River National Recreation Area** - GPB Education produced alive exploration of Georgia’s freshwater systems for students in grades 3-8 to learn about water systems in Georgia, how water is treated, the role water plays in our everyday lives, and ways those in careers can help us to conserve and protect this important resource.  
**Date: May 6, 2021**
  
- **Georgia Peanut Commission** - GPB Education Team produced a live virtual exploration of Georgia’s peanut industry. Students and teachers across Georgia learned about the science and technology behind farming peanuts and the various careers in the peanut industry.  
**Date: September 30, 2021**
  
- (xi) Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues.**
  
- **US Europe Alliance & Radio Free Europe** - GPB All Things Considered Host spoke as on of the panelist on a zoom event to a 50 plus audience on the subject, “The Struggle for Local Media: A shared transatlantic challenge.”  
**Date: December 8, 2020**
  
- **World Affairs Council of Atlanta** - GPB All Things Considered Host moderated a conversation about US German relations, US European Union relations and the worlds hot spots - China, Russia, and the Iranian nuclear deal.  
**Date: May 26, 2021**
  
- **Georgia Department of Natural Resources/Georgia Climate Conference** - GPB Savannah Reporter spoke to at the Georgia DNR/Georgia Climate Conference to an audience of 300 about the role of media in climate change science.  
**Date: April 20, 2021**
  
- **Epsilon Omega Chapter of Alpha Kappa Alpha, Sorority Inc Community Engagement Event** - GPB Morning Edition host moderated a service project about celebrating and encouraging caregivers for “Caregivers Month”.  
**Date: November 15, 2021**

- **GPB Virtual Author Talk Series** - GPB community engagement team host a live discussion with award-winning journalist, former attorney, activist and author, Anjali Enjeti about her new book “The Parted Earth” and baker and author Jennifer Lapidus as she talks about her new book “Southern Ground Reclaiming Flavor Through Stone-Milled Flour” at The Atlanta History Center.  
**Date: May 4, 2021 & May 20, 2021**
- **GPB Summer Discovery Series** - GPB community engagement team hosts interactive virtual workshops geared towards kids ages 4-8 featuring PINKALICIOUS & PETERRIFIC and LET’S GO LUNA and will reinforce arts and culture learning concepts.  
**Date: July 12 -16, 2021**
- **Ali on Th World’s Stage** - GPB community engagement team host an hour-long long discussion with filmmaker Ken Burns. This event was presented by PBS and the Undeclared.  
**Date: July 19, 2021**
- **The Story Of A Movement** - GPB community engagement team hosts a virtual screening and discussion with community leaders advocating for women and working families throughout the state.  
**Date: March 10, 2021**
- **The Black Church Screening and Discussion** - GPB community engagement team hosts a virtual exploration of the traditions of the Black Church featuring Dr. Henry Louis Gates Jr’s newest film.  
**Date: March 29, 2021**
- **Civic Dinners - Belonging** - GPB community engagement team hosts virtual conversations about belonging and how we can come together to create a more welcoming world for all.  
**Date: February 25, 2021**

These events motivate and inform students, educators and the surrounding community about the organization and career opportunities available at GPB in the areas of media, journalism, and communications.