

**Georgia Public Telecommunications
Commission**

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

2024

December 1, 2023 - November 30, 2024

**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 the stations in the network. Most of the radio stations operate 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 ensure 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 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.

**2024 Equal Employment Opportunity
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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 2023-2024 reporting period, Georgia Public Broadcasting continued recruitment efforts and partnership with local schools to continue to grow and expand the internship program experience and partnerships to benefit K-12 grade level school systems, graduate and undergraduate schools, colleges and university systems and programs. The focus continued to be towards promoting adult learning experiences. GPB also has a continued goal to provide an immersion opportunity in the broadcast media industry for all that may have an interest in careers in media and broadcasting. GPB introduced a 360-internship experience with 4 students from the Cristo Rey Jesuit School to assess the benefits of providing an experience about careers all across the organization to include education, finance, human resources, facilities, technology, production, content, engagement, community, and marketing areas.

We have continued internship recruitment opportunities and continue to offer where needed hybrid remote and in-person internship options when necessary for students. These options provide the flexibility needed to offer more internship experiences and opportunities for students. The internship program was comprised of specific recruitments and established partnerships with local schools and/or organizations.

- Under the GPB studio client productions unit, there have been 3 internship recruitment opportunities in the Production Services area from the Summer 2024, Spring 2024, and Fall 2023-2024 internship programs. There were 18 students yielded from these efforts representing the following educational institutions and schools, Chattahoochee Tech, Georgia State College & University, Loyola University Chicago, Savannah State University, Kennesaw University, and Berry College. (Georgia State University, SCAD, Georgia Southern University, Goucher College, Ga. Highlands College, Emory University, Ga. Southern Crescent Technical College, Kennesaw State University, Morehouse College and Ga. Connections High School)
- GPB established an annual partnership with the Cristo Rey Atlanta Jesuit High School and that partnership continued from 2023-2024. Cristo Rey is a Catholic

learning community that educates young people of limited economic means, of any faith or creed, to become men and women for and with others. Through this program, high school students were able to learn and experience real life work projects; and create media content samples and educational tools for external customers. There has been a total of 8 students, representing the 9th, 10th, 11th, and 12th grade through the year.

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- Under GPB's ongoing partnerships with Georgia State University, Georgia Southern and Mercer University, the number of students yielded in each program are as follows: Georgia State University (1), Georgia Southern University (2), and Mercer University (1). We have developed these strong partnerships and will work to provide rotations for students each semester.
- Through a grant from Emory University's Center for Ethics, GPB partnered to provide an internship experience for an Ethics and Servant Leadership summer program through our Community Engagement Unit. There were 2 students a part of this experience.
- Under Kennesaw University – the Ga. News Lab program and the University of Alabama's Public Broadcasting's Preservation Fellowship program continued through the GPB Newsroom unit. There was 1 student a part of this experience. This was a paid opportunity.
- GPB's overall internship program during the 2023-2024 year has yielded 26 students. GPB will continue 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 an immersion opportunity in the broadcast media industry for all that may have an interest. GPB will continue efforts to expand and attract students and/or adult learners from diverse colleges, universities, and/or organizations. Educational tours have continued during this time with participation and collaboration from the Community Engagement Unit of GPB.

- GPB's Human Resources Office will continue working with internal departments to identify internship program opportunities and develop a comprehensive internship orientation and exit briefing program, from start to finish during the internship experience. Hybrid options remain available for both in-person and virtual experiences. The orientation process provides an overview of GPB, and the expectations of the internship. The exit briefing provides the opportunity to gather feedback from students about their internship experience. It also allows GPB to assess the effectiveness of the internship program.
- The GPB internship program provides opportunities for members of the community, students within local colleges in Atlanta, and other educational institutions in the surrounding areas, the opportunity to seek, explore, gain, and learn the knowledge and acquired skills needed for broadcast employment. Interns will continue to receive hands on training and experience that allows them to acquire the necessary skills needed for administrative and broadcast level employment.
- GPB continues to look for opportunities to expand internship partnerships by building relationships with other local schools, colleges, universities, and organizations. The primary goal is to continue efforts to attract and target diverse graduates, undergraduates, 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.
- 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 radio production, television production, newsroom, sports, and 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.
- GPB will continue its efforts 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 immersion programs, interactive tours, and real-world experiences for students at all levels. GPB's in-person tours have resumed. The Education Services Team has continued its engagement with in-person and virtual learning outreach to Georgia schools and even enhanced learning through interactive gaming technology. The Education team partners with the State of Georgia and other partners to create virtual tours and other resources for the benefit of students and teachers. GPB partnership with the Cristo Rey Atlanta Jesuit High School, continues to offer an immersion experience for a 9th, 10th, 11th, and 12th grade student.

GPB will continue to welcome new partnerships and opportunities that will increase diversity and awareness and 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.

(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 management across the organization 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:

- **National Association of State Auditors, Comptrollers and Treasurers Training**
- designed for agency leaders to train on preventing fraud in government.
Attendees: Chief Human Resources Officer
Date: October 10, 2024
- **Georgia Fiscal Management Council Annual Training Conference**
Training for finance and procurement staff.
Date: October 27-30, 2024
- **National Association of State Auditors, Comptrollers and Treasurers Training**
- designed for agency leaders to train on maintaining ethics in government.
Attendees: Chief Human Resources Officer
Date: November 7, 2024
- **MMG Peer Group Human Resources Meeting** - public media station HR leaders from various stations meet monthly to provide information and share policy, job descriptions, salary data, and various resources needed to train staff, develop policies, and promote diversity initiatives for employees.
Date: January 16, 2024
- **Public Media Leadership Diversity Initiative - Public Media Learns platform.**
The Riley Institute® | Furman University
The GPB HR leader was selected to participate in a 6-week cohort with the Riley Institute to strengthen public education; promote the power of diversity to help teams, organizations, and communities thrive; and elevate informed, evidence-based approaches to critical public issues. In all it does, the institute is committed to nonpartisanship and a bias-free path to change.
Date: Spring 2024
- **NEXTGen Training** - new payroll system implementation and work groups to design new system for the state. Attendees: CFO, Budget Manager, VP of Human Resources, Payroll Accountant
Date: Fiscal Year 24-25, July 30-31, 2024

- **State ADA Coordinator's Conference and Training** – representatives across the state receive guidance, tips and training on ADA rules, regulations, and practices.
Date: June 4-6, 2024
- **GMP Webinar - FCC Equal Employment Opportunity (EEO) Compliance-** focus for stations responsible for handling FCC requirements and licensing.
Attendees: Executive Coordinator
Date: September 24, 2024
- **HR Community Meeting** – quarterly training for state HR staff to review guidelines on human capital management systems, staff training, and workforce strategies.
Date: December 13, 2023, May 7, 2024
- **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 once monthly. Attendees: Payroll Accountant, HR Specialist, HR Assistant**
- **GA United Credit Union Workshops** – to provide tips, tools, and resources to employees to create a healthy financial work life balance.
Date: January 24, 2024, March 19, 2024, May 8, 2024, July 17, 2024
- **EAP Employee Workshops** – to provide tips, tools and resources to employees to for professional development and the improvement of work life balance for a more productive work environment.
Date: February 15, 2024, April 9, 2024, June 13, 2024, August 14, 2024
- **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 and employees whose job expectations require them to drive a state vehicle.
- **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 Training** for HR staff to ensure compliance with state requirements. This is an annual training.
June 1, 2024

- **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, 2024, and will end on June 30, 2025.
- **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 course and is conducted quarterly.
- **Purchasing Card Training** for administrators, card holders, and card approvers on the policies and procedures necessary to remain in compliance with state procurement and purchasing processes.
FY2024
- **Diversity, Equity, and Inclusion Training** - diversity training monthly workshops with Inclusive Conversation on different topics for all staff.
Date: January - December 2024
- **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.
Date: July - September 2024
- **GA@WORK Navigation Training** - to review the components of the new human resources and finance systems that the HR and Finance teams will be using for work and processing.
Date: September 12, 2024

(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 2022-2023 calendar year include:

- **Walden Security Job Fair** - GPB hosted and facilitated a job fair for external community partners.
Date: April 19, 2024

- **Georgia Association of Broadcasters 2023 GAB/UGA Career Fair**
Date: February 7, 2024
- **Cristo Rey Jesuit High School** – GPB HR Team attended the annual school internship career “Draft Day” where nearly 500+ students are selected to intern with companies and are provided with an immersion experience in areas of the student’s interest.
Date: August 16, 2024
- **Cristo Rey Jesuit High School** – GPB HR Team and internship coordinators met with students for the annual school internship orientation for the students that are provided with an immersion experience in areas of the student’s interest.
Date: September 5, 2024

(xi) Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues.

- **GPB Community Event – Be my Neighbor Day** – GPB staff volunteered to support community and work with partners to bring GPBs education resources and fun to families in Georgia communities.
Date: October 27, 2024
- **MODA – Museum of Design Atlanta – Civil Right Theme and learning.** GPB representatives from across the organization representing the employee council participated in a learning opportunity. Attendees: 17 staff members.
Date: October 24, 2024
- **Annual NETA Conference** - The NETA Conference is dedicated to providing public media professionals with meaningful and relevant connections to the people and ideas that are at the heart of our mission to educate, engage, and entertain. Attendee: GPB operations team members
Date: – September 15-18, 2024
- **PBS Annual Meeting** – the opportunity to collaborate and communicate about the latest developments in public media and education. Attendees: Executive content and engagement teams
Date: September 25-26, 2024
- **Public Media Development and Marketing Conference-** GPB participated in PMDMC to learn and collaborate around best practices from professional colleagues and partners in the development and marketing industry. Attendee: GPB development and engagement team members
Date: August 12-15, 2024

➤ **APT Public Media Summit**

GPB participated in the opportunity to collaborate and communicate about the latest developments in public media and education. Attendees: Executive content and engagement teams

Date: February 26-28, 2024

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.