

# **FY 2020 CPB DIVERSITY REPORT**

## **NEW JERSEY PUBLIC BROADCASTING AUTHORITY**

### **STATIONS WNJT(TV), WNJN(TV), WNJB(TV), WNJS(TV)**

#### Statement of Commitment to Diversity

The New Jersey Public Broadcasting Authority (“NJPBA”), licensee for stations WNJT(TV), WNJN(TV), WNJB(TV), WNJS(TV) (collectively “the Stations”), is committed to fostering a culture of diversity and inclusion to maintain a fair, unbiased work environment, and to enhance our ability to effectively serve the public as a media organization. Diversity at NJPBA encompasses our differences, including, but not limited to, race, creed, color, national origin, age, sex, affection or sexual orientation, marital status, religion, or disability.

The Stations are licensed to the New Jersey Public Broadcasting Authority, an independent authority of the State of New Jersey (the “State”) governed by a five-member Board. Staff support for the NJPBA is provided by employees within the Department of the Treasury of the State of New Jersey. The State of New Jersey’s nondiscrimination policies, ethics policies, and commitment to equal opportunity in employment practices are reflective of State and federal law as well as the State’s commitment to equal opportunity and diversity.

The NJPBA has entered a long term Programming and Services Agreement for the programming and operation of the Stations with Public Media NJ (“PMNJ”), a New Jersey based non-profit corporation. The NJPBA remains the FCC licensee and CPB grantee for the Stations and, therefore, provides oversight to ensure that the terms and conditions of the Programming and Services Agreement are met, and the agreement requires that PMNJ program and provide services to the Stations in accordance with appropriate law, policies, and procedures.

#### NJPBA Diversity and Inclusion Goals

- To recruit and retain a diverse workforce that is representative of our service areas.
- To provide equal opportunity in employment, professional development, and promotional advancement.
- To educate our management and staff in best practices for cultivating an inclusive and diverse environment for all persons.
- To engage a diverse audience in our service areas by providing information and resources relevant to their interests and needs.

#### Diversity Policy Practices and Initiatives

1. The NJPBA has reviewed with the Stations’ licensee official those practices that are designed to fulfill our commitment to diversity and to meet the applicable FCC guidelines and created a Diversity Policy governing the NJPBA.
2. This annual report of the NJPBA’s hiring goals, guidelines, employment statistics, and actions undertaken to meet the NJPBA’s diversity and inclusion goals and satisfy CPB’s diversity eligibility

policy was posted on the Stations' website at <http://www.state.nj.us/treasury/njpba/publicinfo.shtml> on September 18, 2019.

3. The NJPBA has established formal diversity training programs for management and staff as follows:
  - a. All NJPBA employees and managers are required to have training on the New Jersey State Policy Prohibiting Discrimination in the Workplace. The training is initially provided upon hire and every two years thereafter. All NJPBA assigned staff completed an online course on the New Jersey State Policy Prohibiting Discrimination in the Workplace between March and April 2019. Employees and managers receive a copy of the New Jersey State Policy Prohibiting Discrimination in the Workplace annually. This policy was last distributed as part of the training course.
  - b. On an ongoing basis, the NJPBA employees and managers have access to professional development classes and online courses offered by the State of New Jersey's Civil Service Commission ("CSC") through the CSC's Learning Metric System. This training is designed for individuals at any staff level to improve and enhance their professional skills and abilities. Personnel enrolls and completes elective online courses at their own volition. Two staff members attended the CLIP Business Writing course held at Rowan College at Burlington County on February 28, 2019, one staff member completed the State Contract Management course on March 11, 2019, and one staff member is currently part of the Innovation Skills Accelerator program, having completed six training modules as of September 17, 2019. Staff members also received training on security, workplace violence, and active shooter response from February through July 2019.
  - c. NJPBA staff also had the opportunity to participate in the UPWARD mentoring program offered by the New Jersey Department of the Treasury. This program pairs experienced supervisors and managers with clerical and administrative employees to develop skills and knowledge that will enhance their personal and professional growth, thereby giving them the potential to advance to higher-level positions. One staff member participated in the FY17-18 cycle.
4. The NJPBA has reviewed the quarterly Issues and Programs Reports provided by PMNJ to ensure that the programming covers current issues and topics relevant to the diverse communities, interests, and needs in our service areas. The quarterly reports are posted in the Stations' online FCC Public Files: <https://tinyurl.com/zo689ce>.
5. PMNJ issued a 2018 Local Content and Service Report which detailed descriptions of content and services PMNJ provided to meet the local needs of diverse communities in the service areas and their impact, community feedback on the impact and effectiveness of the local content and services created, and descriptions of partnerships and collaborations. The report is available on the Stations' website: <https://tinyurl.com/y63u86c4>. The 2019 Local Content and Service Report is due by February 15, 2020.

## Hiring Goals and Guidelines

The NJPBA operates in accordance with the implementation of the New Jersey Public Broadcasting System Transfer Act, L. 2010, c. 104 and is subject to the employment guidelines set forth by the Treasury in the Equal Employment Opportunity/Affirmative Action Policy Statement of the Treasury. The NJPBA plans to hire one staff member in 2020. Ads will be posted with multiple organizations that focus outreach toward diverse candidates as required by the FCC and specified in the Equal Employment Opportunity/Affirmative Action Policy Statement of the Treasury.

## Employment Statistics

The NJPBA assigned staff provided by Treasury is comprised of one (1) Caucasian woman, one (1) Asian woman, and two (2) Caucasian men.

According to the by-laws of the NJPBA, the Board shall consist of a total of five (5) members, as follows:

- Three (3) appointed by the Governor of the State of New Jersey
- One (1) appointed by the President of the New Jersey Senate
- One (1) appointed by the Speaker of the New Jersey General Assembly

The Board of the NJPBA is comprised of one (1) Caucasian woman and two (2) Caucasian men. Two positions are vacant, to be appointed by the Governor of the State of New Jersey and the Speaker of the New Jersey General Assembly, respectively.

## References

NEW JERSEY STATE POLICY PROHIBITING DISCRIMINATION IN THE WORKPLACE:

[http://www.state.nj.us/treasury/purchase/pdf/anti\\_discrimination\\_policy.pdf](http://www.state.nj.us/treasury/purchase/pdf/anti_discrimination_policy.pdf)

NEW JERSEY STATE DEPARTMENT OF THE TREASURY EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT:

<https://www.nj.gov/treasury/administration/pdf/EEOAPolicyStatement.pdf>

FCC Annual EEO Report 2019:

<https://www.state.nj.us/treasury/njpba/assets/files/pdf/2019/FCC.pdf>