

# **Annual EEO Public File Report**

**Helena Office for KIMO(FM), KMXM(FM), KMTX-FM, KBLL(FM), KCAP(AM), KZMT(FM)and KKRK(FM)**

The purpose of this EEO Public File Report (“Report”) is to comply with Section 73.2080(c)(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Stations Employment Unit that is comprised of the following stations: KIMO(FM), KMXM(FM), KMTX-FM, KBLL(FM), KCAP(AM), KZMT(FM) and KKRK(FM) and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in this Report covers the time period beginning December 1, 2016 to and including November 30, 2017.

The FCC’s 2002 EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station (s) comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 7302080 (c) (1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 7302080(c)(2) of the FCC rules.

Appendices 1,2 and 3 which follow have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled “Full-time Positions for Which This Source Was Utilized” refer to the number of the full-time job positions listed on Appendix 1.

For the purpose of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer. A person was deemed “interviewed” whether he or she was interviewed in person, over the telephone or by e-mail.

Appendix 1 and 2 to

Annual EEO Public File Report Form

Covering the Period from December 1, 2016 to November 30, 2017

Stations Comprising Stations Employment Unit:  
 KIMO(FM), KMXM(FM), KMTX-FM, KBLL(FM), KCAP(AM), KVMO(FM)  
 KZMT(FM)and KKRK(FM)

Vacancy Information and Recruitment Source Information\*

	Full-time Positions Filled By Job Title	Recruitment Source of Hiree	Total Number of Interviewees From All Sources for This Position
1	Sales Manager (1)	In House Resume**	1
2	News Reporter (2)	<u>allaccess.com</u> ***	3
3	Outside Sales Staff (5)	Purchased Helena Cherry Creek Stations KCAP, KBLL, KZMT	Hired current Cherry Creek employees
4	On- Air Staff (4)	Purchased Helena Cherry Creek Stations KCAP, KBLL, KZMT	Hired current Cherry Creek employees

\*Vacancy and recruitment information conducted by Angela Terry

\*\*Change in this management position required discretion.

\*\*\* News Director position needed to be filled immediately. No other member of the staff could fill this role.

Total Number of Persons Interviewed During Applicable Period: 4

Appendix 3 to

Annual EEO Public File Report Form

Covering the Period from December 1, 2016 to November 30, 2017

Stations Comprising Station Employment Unit:

KIMO(FM), KMXM(FM), KMTX-FM, KBLL(FM), KCAP(AM), KKZMT(FM)and  
KKRK(FM)

Section 3: Supplemental (Non-Vacancy Specific) recruitment Activities undertaken  
by KIMO(FM), KMXM(FM), KMTX-FM, KBLL(FM), KCAP(AM), KVMO(FM)  
KZMT(FM)and KKRK(FM)

	<b><u>Type of Recruitment Initiative</u></b>	<b><u>Brief Description of Activity</u></b>
1	Internship	3 Week- PAL High School Internship (12/16)
2	Job Shadowing	1 Day Job shadowing with morning DJ's and promotions event (11/7/17)
3	Marketing Student Training	Sharing Radio Marketing plans and ideas with area college students
4	Voice Talent - Internship	Periodic voice opportunities for student actors to participate in community PSA's
5	Outreach to Job Referral organizations	Radio announcements inviting organizations to receive employment vacancy notifications

	<b><u>Enrichment Training</u></b>	<b><u>Brief Description of Activity</u></b>
1	Sales Training	Weekly enrichment sales training from weekly emails through the Radio Advertising Bureau and Wizard or Ads.
2	Production training	Periodic enrichment training for all production personal on Adobe and Vcreative software advancements.
3	Montana Broadcasters Sales Clinic	Intensives Sales training workshop in Bozeman 9/17
4	EEO Training	The Changing Face of FCC's EEO Rule in 2017 (10/18/2017)