

# **Annual EEO Public File Report**

## **Helena Office for KIMO(FM), KMXM(FM), KMTX-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, 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, 2015 to and including November 30, 2016.

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 to

Annual EEO Public File Report Form

Covering the Period from December 1, 2015 to November 30, 2016

Stations Comprising Stations Employment Unit:  
KIMO(FM), KMXM(FM), KMTX-FM, and KKRK(FM)

Section 1: Vacancy Information

|   | Full-time Positions Filled By Job Title | Recruitment Source of Hiree | Total Number of Interviewees From All Sources for This Position |
|---|---|-----------------------------|---|
| 1 | Receptionist (Part time)                | A-G                         | 3   |
| 2 | Radio DJ                                | A-H                         | 5   |
| 4 | Board Operator (part time)              | A-F                         | 0   |

\* FMLA employee was reinstated after 2 year unpaid Maternity Leave

Total Number of Persons Interviewed During Applicable Period: 7

Appendix 2 to

Annual EEO Public File Report Form  
 Covering the Period from December 1, 2015 to November 30, 2016  
 Stations Comprising Station Employment Unit:  
 KIMO(FM), KMXM(FM), KMTX-FM, and KKRK(FM)

Section 2: Recruitment Source Information

|   | Recruitment Source<br>(Name, Address, Telephone<br>Number,<br>Contact Person)                                    | Total Number of Inter-<br>viewees This Source Has<br>Provided During This Pe-<br>riod (If Any) | Full-time Posi-<br>tions for which<br>This Source was<br>Utilized |
|---|--|--|---|
| A | Montana Broadcasters Associa-<br>tion<br>Job Bank<br>www.mtbroadcasters.org                                      | 0  | 0   |
| B | Carroll College<br>Career & Testing Center<br>1601 N. Benton Ave.<br>Helena MT 59625<br>careers@carroll.edu      | 0  | 0   |
| C | Helena College<br>1115 N. Roberts<br>Helena, MT 59601<br>e.stearnssims@umhelena.edu                              | 0  | 0   |
| D | University of Montana<br><br>32 Campus Drive<br>Missoula, MT 59812<br>1.406.243.2022<br>hireumgrads@umontana.edu | 0  | 0   |

|   |   |   |   |
|---|---|---|---|
| E | Montana State University –<br>Billings<br>1500 University Dr.<br>Billings, Mt 59101<br>(406) 657-2240<br>careers@msubillings.edu  | 0 | 0 |
| F | Montana State University<br>Career, Internship & Student<br>Employment Services<br>177 Strand Union Building<br>Bozeman, MT 59717-4180<br>(406) 994-4353 Ca-<br>reers@montana.edu | 0 | 0 |
| G | On Air Radio Ads  | 4 | 1 |
| H | All Access<br>Online Classifieds<br>Allaccess.com<br>Craigslist.com   | 4 | 1 |
| I | Unsolicited resumes on file   | 1 | 0 |

Appendix 3 to

Annual EEO Public File Report Form

Covering the Period from December 1, 2015 to November 30, 2016

Stations Comprising Station Employment Unit:

KIMO(FM), KMXM(FM), KMTX-FM, and KKRK(FM)

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

|   | <b><u>Type of Recruitment Initiative</u></b> | <b><u>Brief Description of Activity</u></b>                          |
|---|--|--|
| 1 | Job Fair (x3)                                | Sponsored advertising for the Veterans Job Fair: 5/16, 8/16, & 10/16 |
| 2 | Office/Studio Tours w/ Q&A                   | Career Day Tour 6/16   |

|   | <b><u>Enrichment Training</u></b> | <b><u>Brief Description of Activity</u></b>  |
|---|-----------------------------------|--|
| 1 | Sales Training                    | Monthly enrichment sales training for all sales personal through the Radio Advertising Bureau          |
| 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 9/16   |