



Annual EEO Public File Report

The purpose of this EEO Public File Report (“Report”) is to comply with Section 73.2080©(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment unit that is comprised of KULR (Billings, MT) and is required to be placed in the public inspection files of the station and posted on their website, if they have a website.

The information contained in this Report covers the time period beginning December 1, 2015 to and including November 30, 2016 (the “Applicable Period”).

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

1. A list of all full-time vacancies filled by the stations comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to section 73.2080©(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 73.2080©(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 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 purposes of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer and completed station paperwork. A person was deemed “interviewed” whether he or she was interviewed in person, over the telephone or by e-mail.



2016 EEO Public File Report Form
Reporting Period: 12/01/15 - 11/30/16

Station: KULR
Section I: Vacancy Information

Full Time Positions Filled by Job Title:	Recruitment Source of Hiree:	Date Position Filled	Total # of Interviewees from all Sources for this position:	Recruitment Sources Notified for each position (from Section II Recruitment Source)
1. Producer	TV Jobs	1/18/2016	3	1 - 12
2. Chief Photographer	Company Website	1/18/2016	5	1 - 12
3. Creative Services Director	Employee Referral	2/1/2015	5	1 - 12
4. Multi-Media Journalist	TV Jobs	2/1/2016	8	1 - 12
5. Camera Operator	Company Website	2/8/2016	4	1 - 12
6. Sales Assistant	Monster.com	3/7/2016	6	1 - 12
7. Account Executive	Walk-in	5/9/2016	6	1 - 12, 17
8. Newscast Director	Employee Referral	5/17/2016	3	1 - 14
9. News Reporter	TV Jobs	5/30/2016	6	1 - 14
10. Sports Reporter	Internal Posting	6/1/2016	8	1 - 14
11. Creative Director	Billings Gazette	6/6/2016	6	1 - 14
12. Account Executive	Employee Referral	6/20/2016	3	1 - 14
13. Anchor/Multi-Media Journalist	Internal Posting	10/2/2016	5	1 - 14
14 Multi-Media Journalist	TV Jobs	10/3/2016	6	1 - 14
15 Engineering Assistant	Employee Referral	10/3/2016	4	1 - 16
16 News Director -Wake Up MT	Employee Referral	11/14/2016	5	1 - 14

Total Number of Persons Interviewed During Applicable Period: **83**



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Section III: Total Number of Interviews Generated Per Recruitment Source

	Recruitment Source	Contact Information	# of Interviewees Per Source This Period (if any).	Full Time Positions For Which This Source Was Utilized
1	Internal Posting/Employee Referral Walk-in	Doug Miles 2045 Overland Avenue, Billings MT 59102 (406) 656-8000	22	8
2	Company Websites	Jessica Hilgendorf (406) 656-8000 www.kulr8.com www.khq.com www.abcfoxmontana.com	15	2
3	Bureau of Indian Affairs	Federal Building 316 N 26th Street, Billings MT 59101 Fax (406) 247-7902	0	
4	Job Service	Job Service 2121 B Rosebud Drive, Billings MT 59102 Fax (406) 652-0444	3	
5	YMCA Women's Center	YMCA Women's Center 909 Wyoming Avenue, Billings MT 59102 Fax (406) 245-7867	0	
6	Montana State University - Bozeman	Job Placement Office Bozeman MT 59717 Fax (406) 994-5488	0	
7	Rocky Mountain College	Job Placement Office 1511 Poly Drive, Billing MT 59102 Fax (406) 259-9751	0	
8	University of Montana - Missoula	Career Services Lodge 148, Missoula MT 59801 Fax (406) 243-5866	0	
9	Billings Gazette	Billings Gazette 401 N Broadway, Billings MT 59101	1	1
10	Monster.com	www.monster.com 1-800-666-7837	1	1
11	TV Jobs	Mark Holloway P.O. Box 4116 Oceanside, CA 92052-4116 (800) 374-0119 admin@tvjobs.com	38	4
12	Job Connection	Job Connection 2070 Overland Ave, Billings MT 59102 Fax (406) 245-6768	0	
13	Montana State University - Billings	Job Placement Office 1500 N 30th Street, Billings MT 59101 Fax (406) 657-2189	0	
14	Montana Broadcasters Association	Montana Broadcasters Association 3914 Rainbow Bend Dr., Bonner MT 59823 (406) 244-4622 www.mtbroadcasters.org	0	
15	KWSU & KTNW Public Television	Marvin Marcelo PO Box 642530, Pullman, WA 99163 Phone: 800-922-4200 Email: mmarcelo@wsu.ed	0	



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Section III: Total Number of Interviews Generated Per Recruitment Source

Recruitment Source	Contact Information	# of Interviewees Per Source This Period (if any).	Full Time Positions For Which This Source Was Utilized
16 Entercomm Communications Portland	Kent Randles 700 SW Bancroft St. Portland, OR 97239 Phone: 503-223-1441 Email: kent.randles@enter	1	
17 Job Fair at Metra Park	Job Fair at Metra Park - March 9, 2016 Trisha Glen - JSEC Coordinator Phone: 406-655-6081 Email: tglen@mt.gov	2	
Total interviews for all full time vacancies filled:		83	16

Note: * Indicates sources that have requested notification of job openings.



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Station: KULR
Section IV : Outreach Activities

Activity	Description
Job Fair	Participated in a Job Fair hosted by Montana State University of Billings in February 2016. Station representatives discussed employment opportunities at KULR. A current job opening list with job descriptions was provided to the students.
Job Fair	Participated in a Jobs Jamboree hosted by Billings Job Service in March 2016 at Metra Park. Station representatives discussed employment opportunities at KULR. A current job opening list with job descriptions was provided.
Job Fair	Participated in the Internship and Job Fair at University of Montana - School of Journalism in March 2016. Station representatives discussed employment and internship possibilities at KTMF, KWYB, KHBB, KFBB, KULR, and our Sister Stations in Washington. A one-sheet noting the kinds of jobs available at a television station and an explanations sheet regarding the station's internship program were distributed as managers talked to students.
Job Fair	Participated in the Great Falls Job Fair Hosted by the Great Falls Chamber of Commerce in March 2016. Station representatives discussed employment and internship possibilities at KFBB, KHBB, KULR, KTMF and Sister stations in Washington. One-sheets noting current job openings at the stations and information on the station's internship programs were distributed as managers talked to students about opportunities available.
Job Fair	Participated in a Career Fitness Fair at Rocky Mountain College in April 2016. Station representatives discussed career opportunities at KTMF, KWYB, KHBB, KFBB, and KULR. Applications and job notices were provided to the students.
Job Fair	Participated in the Internship and Job Fair at Whitworth University in April 2016. Station representatives discussed employment and internship possibilities at KHQ-TV, KNDO-TV, KNDU-TV and Montana stations. One-sheets noting current jobs openings at the stations and information on the station's internship programs were distributed as managers talked to students about opportunities available.
Job Fair	KHQ-TV and Worksource Spokane organized and hosted the 3rd Annual Job fair in May 2016. Station representatives discussed opportunities with KHQ-TV, KNDO/KNDU-TV and Montana stations. Informational sheets outlining internship programs and job shadow positions as well as a list of current jobs at each individual station were made available. Also, talent and weather staff answered questions about their jobs and education requirements for their positions.
Job Fair	Participated in a Job Fair at Montana State University in Billings in July 2016. Station representatives discussed career opportunities at KTMF, KWYB, KHBB, KFBB, and KULR. Applications and job notices were provided to the students.
Job Fair	Participated in a Career Fitness Fair at Rocky Mountain College in August 2016. Station representatives discussed career opportunities at KTMF, KWYB, KHBB, KFBB, and KULR. Applications and job notices were provided to the students.
Job Fair	Participated in a Job Fair at Montana State University in Billings in September 2016. Station representatives discussed career opportunities at KTMF, KWYB, KHBB, KFBB, and KULR. Applications and job notices were provided to the students.
Mentoring Program	Employees often visit KHQ-TV a "brother/sister broadcast entity" in Spokane, WA to train with staff in the larger market. News, Production, Sales, and web personnel have participated in these mentoring activities this reporting year. In addition KHQ's News Director and Assistant News Director work weekly with KULR's News Director and other News personnel for guidance, and training.
Tours	KULR-8 gave nine station tours to various groups of students in which the broadcasting industry is explained including job opportunities and the requirements needed for the jobs.



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Activity	Description
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	The Station Manager and News Director spoke to a communications/media class at Montana State University Billings. The representatives discussed careers in broadcasting, education needed for a successful career in broadcasting, employment, and internship opportunities at KULR.
Events Sponsored by Educational Institutions related to Career Opportunities in Broadcasting	A station representatives spoke to a public speaking class at Montana State University Billings. The representatives discussed how public speaking is involved both on camera and off camera at a television station. Students were also presented with employment, and internship opportunities at KULR.
Training	All managers and employees attended Harassment training by the company employment attorney regarding what constitutes harassment, what to do if you experience harassment or see harassment, and the procedures the company would take to investigate and administer the companies policy against harassment.
Training	The Local Sales Manager attended the National Association of Broadcasters Small Market Convention in Phoenix, AZ in September 2016. The convention covered best management practices for general sales managers, money making ideas, digital sales ideas, finding, hiring and developing super-sellers, and staging and selling events.
Training	The Chief Engineer attended the National Association of Broadcasters Convention in April 2016 in Las Vegas, NV. The seminars covered millennial employment, FCC Regulation changes and emerging technologies.