



## **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, 2013 to and including November 30, 2014 (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.



**2014 EEO Public File Report Form**  
**Reporting Period: 12/01/13 - 11/30/14**

**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. Account Executive	Referral	2/10/2014	4	1-17
2. Commercial Producer	kulr.com	2/10/2014	3	1-17
3. Broadcast Engineer Tech	kulr.com	2/19/2014	4	1-17
4. News Reporter	TVJobs.com	3/5/2014	6	1-17
5. Station Manager	internal	3/30/2014	1	Exigent Circumstance
6. WE Meteorologist/MM Reporter	TVJobs.com	5/12/2014	8	1-17
7. Multimedia Journalist	kulr.com	5/26/2014	4	1-17
8. Meteorologist/Reporter	TVJobs.com	6/16/2014	7	1-17
9. News Anchor	Referral	8/22/2014	1	1-17
10. Morning News Anchor	Referral	9/1/2014	1	Exigent Circumstance
11. Chief Engineer	TVJobs.com	9/22/2014	4	1-17
12. Executive Producer	internal	9/22/2014	1	Exigent Circumstance
13. News Anchor	Referral	10/6/2014	1	Exigent Circumstance

Total Number of Persons Interviewed During Applicable Period: **45**



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**Section III: Total Number of Interviews Generated Per Recruitment Source**

	<b>Recruitment Source</b>	<b>Contact Information</b>	<b># of Interviewees Per Source This Period (if any).</b>	<b>Full Time Positions For Which This Source Was Utilized</b>
1	Internal Posting/Employee Referral	Doug Miles 2045 Overland Avenue, Billings MT 59102 Email: doug.miles@cowlesmontana.com	8	5
2	KULR 8 Website	Doug Miles 2045 Overland Avenue, Billings MT 59102 Email: doug.miles@cowlesmontana.com kulr8.com	13	4
3	KFBB TV Website	Keith Teske	0	
4	KHQ Website	Paula Bauer 1201 W. Sprague, Spokane 99201 Phone: 509-448-6000 Email: paula.bauer@khq.com	2	
5	Montana State University - Billings	Job Placement Office 1500 N 30th Street, Billings MT 59101 Fax (406) 657-2189	0	
6	Bureau of Indian Affairs	Federal Building 316 N 26th Street, Billings MT 59101 Fax (406) 247-7902	0	
7	Job Service	Job Service 2121 B Rosebud Drive, Billings MT 59102 Fax (406) 652-0444	0	
8	YMCA Women's Center	YMCA Women's Center 909 Wyoming Avenue, Billings MT 59102 Fax (406) 245-7867	0	
9	Montana State University - Bozeman	Job Placement Office Bozeman MT 59717 Fax (406) 994-5488	0	
10	Rocky Mountain College	Job Placement Office 1511 Poly Drive, Billings MT 59102 Fax (406) 259-9751	0	
11	University of Montana - Missoula	Career Services Lodge 148, Missoula MT 59801 Fax (406) 243-5866	0	
12	Billings Gazette	Billings Gazette 401 N Broadway, Billings MT 59101	0	
13	Montana Broadcasters Association	Montana Broadcasters Association 3914 Rainbow Bend Dr, Bonner MT 59823 (406) 244-4622 www.mtbroadcasters.org	0	
14	TV Jobs	Mark Holloway P.O. Box 4116 Oceanside, CA 92052-4116 (800) 374-0119 admin@tvjobs.com	21	4
15	Job Connection	Job Connection 2070 Overland Ave, Billings MT 59102 Fax (406) 245-6768	0	
16	MediaRecruiter	Art Scott 9457 S University Blvd #303, Highlands Ranch CO 80126 (303) 400-5150 mediarecruiter.com	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
17	Craigslist Craig Newmark PO Box 225159, San Francisco CA 94122-5159 Phone: 415-566-9844 website: www.craigslist.org	1	
<b>Total interviews for all full time vacancies filled:</b>		45	13

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



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**Section IV : Outreach Activities**

Activity	Description
Job Fair	Participated in All Major Career and Internship Fair which was hosted by Gonzaga in Spokane WA in October. Station representatives discussed employment and internship possibilities at KHQ, Inc and Cowles Montana Media Company. A one-sheet noting the kinds of jobs available at a television station and an explanation sheet regarding the station's internship program were distributed.
Mentoring Program	Employees often visit KHQ-TV in Spokane, Washington to train with staff in the larger market. News, sales and web personnel have participated in this mentoring activity this reporting year.
Scholarship Fund	KULR-8 maintains a Scholarship Fund with Montana State University - Billings directed at students interning and desiring to pursue a career in broadcasting.
Tours	KULR-8 gave two station tours to various groups of students in which the broadcasting industry is explained including job opportunities and the requirements needed for the jobs.
Training	All members of the sales and traffic staff received training in June and July on the new WideOrbit traffic system.
Training	The Station Manager held a training session in May on the Carbonite Video Production switcher with several members of the production staff. They learned switcher basics along with advanced programming techniques and operator tips.
Training	The Station Manager and GSM attended the NAB annual small market conference in San Antonio, TX in September. The primary focus at this years conference was sales and station leadership, personnel management and personal effectiveness.
Training	All KULR sales managers and staff participated in online training in October and November for the implementation of Efficio sales software. Efficio will assist AE's and managers in tracking budget, sales goals and clients.
Training	All KULR Sales staff attended a 2014 Cowles Montana Media Company Sales Retreat in Big Sky, Montana with sister stations in January for a 3 day seminar. The meeting included discussions on team building, digital sales strategies and techniques along with future products for digital clientele.
Training	All station managers gathered in Spokane, Washington in January 2014 at the corporate office for training and discussions on the Cowles culture along with strategy and planning for the future structure of the Montana stations.
Training	The Morning News staff and managers gathered in October in Spokane, WA for 3 days for discussions related to the future launch of a statewide morning show. Reporters sat in on best practices seminars with KHQ staff. New Directors met with senior staff from KHQ for educational discussions related to their positions as news directors.