

**Glasgow Broadcasting Corporation**

**Annual EEO Public File Report**

The purpose of this EEO Public File 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 Station Employment Unit that is comprised of the following stations:

**KLTZ-AM – Glasgow Montana; KLAN- FM – Glasgow Montana**

and is required to be placed in the public inspection files of the above listed stations and posted on their websites.

The information contained in this report covers the time period beginning December 1, 2019 to and including November 30, 2020.

**Section I – Job Vacancy Information**

Stations comprising Station Employment Unit: KLTZ-AM, KLAN-FM.

Covering the Period from December 1, 2019 to November 30, 2020.

**There were no full-time positions filled during this reporting period.**

**Section II – Recruitment Source Information**

Stations Comprising Station Employment Unit: KLTZ-AM, KLAN-FM

Covering the Period from December 1, 2019 to November 30, 2020.

***Glasgow High School***

Box 28

Glasgow, MT 59230

406-228-2485

Mr. Brett Huntsman – Principal; Ms. Amy Capdeville – Counselor

***Social Media*** – Facebook, Twitter

***Montana Department of Labor & Industry***

201 Main Street

Wolf Point, MT 59201

406-653-1720

[www.wolfpointjsc@mt.gov](mailto:www.wolfpointjsc@mt.gov)

Traci Ost / Mike Carney

***Montana Broadcasters Association***

18 Ruby Mountain Road  
Clancy, MT 59634  
406-431-2139  
Dewey Bruce  
[www.mtbroadcasters.org](http://www.mtbroadcasters.org)

KLTZ-AM & KLAN-FM on-air mentions and job-specific ads

KLTZ-AM & KLAN-FM website: [www.kltz.com](http://www.kltz.com)

**Section III – Supplemental (Non-Vacancy Specific) Recruitment Activities**  
**Undertaken by: KLTZ-AM and KLAN-FM**

- Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM works with local and state internship programs. Interns have been brought in to assist the on-air staff and to learn all the general aspects of radio broadcasting. The Stations also participate in local grade, middle and high school job shadow programs.
- The General Manager, Sales Manager and Business Manager Review company policies and current EEO laws to see that everything is in compliance.
- Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM provides tours of the station's facilities to any group or organization requesting one (i.e. Girl Scouts, Boy Scouts, 4-H Clubs, Grade Schools, Middle Schools, High Schools, and other clubs and organizations.)
- Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM looks forward to participating in job fairs, and through membership in the Montana Broadcaster's Association, have access to an active job bank, which contains minority and female job candidates.
- Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM management and its employees have regular and extensive contact with a broad cross-section of community groups. Examples of such local civic groups/churches include: Glasgow Area Chamber of Commerce and Agriculture, high school sports and other extra-curricular groups, Glasgow Kiwanis Club, Soroptimist International of Glasgow, 4-H Clubs of Valley County, Glasgow Ministerial Association, and the Valley County Combined Campaign.
- On February 26<sup>th</sup>, 2020, Assistant Manager Haylie Shipp took part in a Pipeline Emergency Response Exercise at the Cottonwood Inn. Joined by members of local utilities, emergency services, and healthcare providers, she served to showcase the role in which local radio can dispense important information quickly to regional listeners.

- On February 28<sup>th</sup>, 2020, in his role as Glasgow High School’s head track & field coach, General Manager Tim Phillips discussed a job opening at pre-season practice. One of the volunteer assistants, Sarah Hitchcock, expressed interest in a position at KLTZ/Mix93 and was subsequently hired as a part-time employee.
- On March 16<sup>th</sup>, 2020, the first meeting of COVID-19 response in Valley County was held at the Valley County Courthouse. KLTZ staff Stan Ozark and Haylie Shipp were present. With community input, it was established that a COVID-19 tab be created on the KLTZ website with links to cancelled activities, health guidance, and daily updates after the essential player meetings to follow. The group identified KLTZ as their main source of communication to the public with Todd Young as Public Information Officer (PIO). The importance of radio as a means of emergency communication was exemplified. Stan Ozark took part in several subsequent meetings of the group.
- On March 24<sup>th</sup>, 2020, General Manager Tim Phillips viewed a seminar regarding Crisis Management during COVID.
- On June 8<sup>th</sup>, 2020, General Manager Tim Phillips discussed a position possibility with one of the track athletes.
- June 11<sup>th</sup>, 2020, General Manager Tim Phillips viewed an online seminar that included how to handle employees and leave-time during COVID called ***Pathway Through the Pandemic***.
- On June 25<sup>th</sup>, 2020, General Manager Tim Phillips attended an online Montana Broadcasters Association membership meeting via Zoom.
- July 28<sup>th</sup> – July 31<sup>st</sup>, 2020, Assistant Manager Haylie Shipp was present during the Northeast Montana Fair held at the Valley County Fairgrounds. Haylie interviewed Fair Board members, fair entrants, commercial businesses, event participants and fair goers and the interviews aired throughout the day. She promoted our coverage and presence at the fair intermittently throughout the days and encouraged listeners to take part in all the festivities. In a COVID-abbreviated year, it provided a critical, safe connection between the listeners and the activities.
- On September 16<sup>th</sup>, 2020, KLTZ/KLAN was recognized for “Top Air Play for Radio” from October 1, 2018 to September 30, 2019 by the Montana Army National Guard for our continued support and promotion of the Army National Guard. General Manager Tim Phillips met with the president of the Montana Broadcasters Association, Dewey Bruce, as well as Montana National Guard representatives. During the meeting, Phillips discussed seeking students to enter the engineering field in radio as scholarships are available.

- On October 2<sup>nd</sup>, 2020, KLTZ staff member Amber O'Mara helped two 4-H members record PSAs to play for 4-H Week taking place from October 4-10. It allowed for the individuals to experience what it's like to be behind the microphone and later hear their messages on the air.
- On October 23<sup>rd</sup>, 2020, General Manager Tim Phillips viewed a webinar on License Renewal.
- On November 6<sup>th</sup>, 2020, Assistant Manager Haylie Shipp met with Desiree Johnson from the Glasgow High School about the feasibility of bringing a student with mobility issues into KLTZ for potential job shadowing. Desiree is looking into grant funding for potential equipment needs. Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM works with local schools to provide job shadowing experience for students. Future conversations will take place to better enable our technology to fit his needs and likely job shadowing opportunities at high school sports games will follow.
- On November 10<sup>th</sup>, 2020, Assistant Manager Haylie Shipp attended the annual meeting for Two Rivers Economic Growth, a non-profit organization created in 1991, to encourage the expansion and development of Valley County, Montana. She thanked them for currently utilizing Glasgow Broadcasting Corporation DBA KLTZ-AM and KLAN-FM in their marketing efforts and worked to strengthen the relationship between the organization, its partnering businesses, and our station.
- On November 11<sup>th</sup>, 2020, with COVID restrictions affecting the Veterans Day program traditionally held at the Civic Center, "Live Under the Big Sky" (KLTZ-AM) played host to the virtual event. Showcasing the flexibility and availability of local radio, it allowed for community-wide listenership on the holiday.
- On Dec 3<sup>rd</sup>, 2019, Office Manager Georgie Kulczyk participated in an on-line webinar "When Taking Care of Business Requires Working Overtime". The webinar was 60 minutes in length.
- Throughout the year, KLTZ/Mix93 regularly invites school and community groups to present information on the air during our "Live Under the Big Sky" program, which gives them an opportunity to learn about our industry and specific tasks. 12/4/19 – Glasgow High School Band appeared; 12/10/19 – Glasgow High School Speech and Drama appeared; 12/17/19 – Glasgow High School Swing Choir appeared; 2/5/20 – Glasgow High School Speech and Drama appeared; 3/3/20 – Glasgow High School "Jobs for Montana Graduates" appeared; 7/29/20 – local 4-H group appeared.

\*Due to COVID-19 restrictions, there were no job/career fairs (virtual or in-person) held in our area or region. We have inquired about online job fairs with the local school counselor.

\*January 2020 – November 2020, Assistant Manager Haylie Shipp attended the twice-monthly meetings of our local Chamber of Commerce. Haylie utilized the time to network with community leaders and held discussions regarding the importance of promoting local business through radio advertising.

\*Throughout the COVID pandemic, KLTZ/KLAN Stations have broadcast Facebook LIVE events held locally and statewide, as well as public meetings held by the Valley County Board of Health.

- 2/6/2020 – Coronavirus information
- 3/2020 – Governor Steve Bullock press conference broadcast LIVE; Eight Coronavirus-specific updates broadcasts presented by Todd Young, public information officer, Dr. Anne Millard and area school superintendents.
- 4/2020 – Governor Steve Bullock press conference broadcast LIVE; Five Coronavirus-specific updates broadcasts presented by Todd Young, public information officer, Dr. Anne Millard and area school superintendents.
- 7/2020 – COVID-19 update presented by Valley County Health Department
- 9/2020 - COVID-19 update presented by Valley County Health Department
- 10/2020 – Valley County Board of Health public meeting broadcast LIVE
- 11/2020 - Valley County Board of Health public meeting broadcast LIVE