

## EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period March 22, 2008 to March 21, 2009.

1) **Employment Unit Location/Name:** CBS Radio Houston

2) **Unit Members (List all station call signs and communities of license):** KILT(AM) – Houston, TX  
KILT-FM – Houston, TX  
KKHH(FM) (formerly KKJZ(FM)) – Houston, TX  
KIKK(AM) – Pasadena, TX

3) **EEO Contact Information for Employment Unit:**

Mailing Address: CBS Radio Houston 24 Greenway Plaza, Suite 1900 Houston, TX 77046	Telephone Number: 713-881-5100
	Contact Person Name/Title: Patti Rodgers/Office Mgr.
	E-mail Address: prodgers@cbs.com

4) **List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit**

	<b>JOB TITLE</b>	<b>RECRUITMENT SOURCE (“RS”) NOTIFIED OF JOB VACANCY</b>	<b>RS REFERRING HIREE</b>
1	Account Executive	1-11, 14	20
2	Anchor/Reporter	1-7, 9-11	19
3	Program Director	1-13, 21-22	17
4	Evening On-Air Talent	1-13, 21-22	22
5	Digital Sales/Traffic Coordinator	1-13	19
6	Credit Manager	1-3, 6-13, 15-16	20
7	Sales Manager	1-14	18
8	Promotion Coordinator	1-3, 5-13	6
9	Sales Assistant	No recruitment was conducted for this position as it was an internal transfer that coincided with a company restructuring.	19
10	Promotion Manager	1-3, 5-13	17
11	Afternoon On-Air Talent	1-13, 21-22	17
12	Promotion Coordinator	1-3, 5-13	19
13	Account Executive	1-4, 6-13	17
14	Mid-day On-Air Talent	1-13, 21-22	17
15	Account Executive	1-4, 6-13	17
16	Account Executive	1-4, 6-13	17
17	Morning On-Air Talent	1-13, 21-22	22
18	Morning On-Air Talent	1-13, 21-22	22
19	Account Executive	1-4, 6-13	14
20	Sales Manager	1-4, 6-13	17
21	Account Executive	1-4, 6-13	17
22	Account Executive	1-4, 6-13	17
23	Account Executive	1-4, 6-13	17
24	Account Executive	1-4, 6-13	17
25	Account Executive	1-4, 6-13	19

**KILT(AM), KILT-FM, KKHH(FM) and KIKK(AM)  
are Equal Opportunity Employers**

**5) KILT(AM), KILT-FM, KKHH(FM) and KIKK(AM)**

**MASTER RECRUITMENT SOURCE LIST (“MRSL”)**

<b>RS NUMBER</b>	<b>RS INFORMATION</b>	<b>DID RECRUITMENT SOURCE REQUEST NOTIFICATION?</b>	<b>NO. OF INTERVIEWEES REFERRED BY RS OVER REPORTING PERIOD</b>
1	American Women in Radio & TV <a href="http://www.awrt.org">www.awrt.org</a> Melissa Lowe 8405 Greensboro Drive, Suite 800 McLean, VA 22102 703-506-3290, ext 3279	No	0
2	Urban League Carolyn Rose 1301 Texas Avenue Houston, TX 77002 713-393-8700	No	0
3	Texas Workforce Commission/The Work Source <a href="http://www.workintexas.com">www.workintexas.com</a> Will Smith 8373 Westheimer Houston, TX 77063 713-243-8034	No	0
4	CBS Corporate Website <a href="http://www.cbsradio.com">www.cbsradio.com</a> Margaret Marion 212-846-3966	No	1
5	CBS Radio Houston Websites Drew Sabetti 713-881-5946	No	1
6	Texas Association of Broadcasters <a href="http://www.tab.org">www.tab.org</a> Craig Bean 502 East 11 <sup>th</sup> Street, Suite 200 Austin, TX 78701 512-322-9944	No	5
7	University of Houston Luisa Gallegos 4800 Calhoun 106 Student Service One Houston, TX 77204-3040 713-743-5123	No	0
8	Houston Community College Dr. Lee B. Murdy 9600 South Gessner Houston, TX 77071 713-864-6989	Yes	0

9	College Broadcasters Will Robedee UPS – Hershey Square Center 1152 Mae Street Hummelstown, PA 17036 877-275-2241	No	0
10	American Broadcasting School Michelle McConnell-Amick 712 North Watson Rd, Ste 200 Arlington, TX 76011 817-695-2474	No	0
11	Houston NAACP Yolanda Smith 2002 Wheeler Ave. Houston, TX 77004 713-526-3389	No	0
12	Stephen F. Austin University Penny Tousha SFA Box 13032 Nacogdoches, TX 75962 936-468-6637	No	0
13	West Houston Assistance Ministries Job Search Heiwet Keflom 10501 Meadowglen Lane Houston, TX 77042 832-252-7748	No	0
14	Monster.com & Diversity <a href="http://www.monster.com">www.monster.com</a> Bonnie Dowling 212-975-8676	No	1
15	NACM of South Texas Carol Jessee <a href="mailto:Carol@credittoday.net">Carol@credittoday.net</a> 10887 South Wilcrest Houston, TX 77099 540-343-7500 or 281-228-6100	No	1
16	American Advertising Federation Houston Jay Hagins P.O. Box 27592 Houston, TX 77227 713-237-9999	No	0
17	Internal Referral	No	31
18	Unsolicited Candidate Inquiry	No	15
19	Internal Promotion	No	5
20	Word of Mouth	No	8

21	Radio & Records Rosalina Correa 5055 Wilshire Blvd., Suite 600 Los Angeles, CA 323-954-3434	No	3
22	All Access Joel Denver 28955 Pacific Coast Highway, Suite 210 Malibu, CA 90265	No	4
23	Careerbuilders.com	No	1

**6) TOTAL INTERVIEWEES OVER REPORTING PERIOD:**

76

**7) Supplemental Recruitment Initiatives:**

**(a) General Outreach Efforts**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)
1. KILT(AM), KILT-FM, KKHH(FM), and KIKK(AM), have made significant contributions to the CBS Radio career website ( <a href="http://www.cbsradio.com">www.cbsradio.com</a> ) which contains information designed to inform the general public of the numerous and varied career opportunities available in the broadcasting industry and of the job skills necessary to compete for them.	Ongoing	Office Manager
2. Broadcast weekly announcements on KILT(AM), KILT-FM, KKHH(FM), and KIKK(AM). The weekly recruitment announcements inform potential recruitment sources that they may ask to be included on the station's recruitment list.	Ongoing	Office Manager

**(b) Participation in Events Sponsored by Educational Institutions.**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)
1. A KILT(AM) On-Air Host discussed careers in broadcasting with a class of approximately 30 students at Rice University Sport Management.	April 15, 2008	On-Air Host, KILT(AM)
2. KILT-FM On-Air Newscaster took part in a One-day Advanced Skills Workshop for Radio/TV students at Alvin Community College.	April 17, 2008	On-Air Newscaster, KILT-FM
3. A KILT(AM) On-Air Host discussed careers in broadcasting with a class of approximately 30 students at the CSB School of Broadcasting.	May 15, 2008	On-Air Host, KILT(AM)
4. A KILT(AM) On-Air Host discussed careers in broadcasting with a class of approximately 30 students at the CSB School of Broadcasting.	October 9, 2008	On-Air Host, KILT(AM)

5. A KILT(AM) On-Air Host discussed life skills and career choices to a group of 10 2 <sup>nd</sup> through 5 <sup>th</sup> graders at the Mary Ruth House (a Life Care Center) in Missouri City.	December 30, 2008	On-Air Host, KILT(AM)
6. A KKHH(FM) On-Air Personality spoke to a group of kindergarten through 5 <sup>th</sup> graders at the Joe E. Moreno Elementary Annual Career Day.	January 30, 2009	On-Air Personality, KKHH(FM)
7. A KILT(AM) On-Air Host spoke to approximately 400 8 <sup>th</sup> graders at David Crockett Middle School, Fort Bend County, Career Day.	February 2, 2009	On-Air Host, KILT(AM)
8. A KKHH(FM) On-Air Personality was a panel speaker discussing careers in broadcasting at the 23 <sup>rd</sup> Annual Houston Hispanic Forum's Career & Education Day at George Brown Convention Center .	February 9, 2009	On-Air Personality, KKHH(FM)

**c) Training of Management-Level Personnel.**

Description of Supplemental Recruitment Measure:	Date: (EEO Training Provided)	Personnel Involved: (Position)
1. All full time staff and management participated in CBS Radio's On-line Business Conduct Statement Training, which includes sections on Equal Employment Opportunity and Harassment-free workplace Environment.	Throughout December 2008	All Station Employment Unit full-time Staff and Members of Management
2. Participated in EEO and Anti-Discrimination Webinar training conducted by Station attorneys and VP Human Resources	March 19, 2009	Office Manager, Market Controller, HR/Payroll Director, Digital Sales Manager, Programming Coordinator, KILT-FM & KKHH(FM) Program Directors, Assistant Program Director KILT-FM, General Sales Manager KILT-FM/KKHH(FM) & KILT(AM)/KIKK(AM), Sales Manager, KILT-FM/KKHH(FM), KILT-FM, KKHH-FM, KILT(AM), KIKK(AM) Promotion Managers, KILT(AM) & KIKK(AM) Executive Producers

**d) Internship Program**

Description of Supplemental Recruitment Measure	Date:	Personnel Involved (Position)
During the reporting period, thirteen students participated in our Internship Program. The students were from Sam	January 2008 – March 2009	Operations Manager for KILT(AM) & KIKK(AM) and Program Director for

<p>Houston State, Texas A&amp;M, Texas Southern University, Connecticut School of Broadcasting, Wharton County Junior College, San Diego State University, Prairie View A&amp;M, Lee Community College and Northeastern University. The students earn college credits while receiving practical work experience in Programming and Production, a better understanding of the broadcast business, and exposure to industry professionals promoting career and personal development.</p>		<p>KKHH(FM).</p>
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**e) Listing Upper Level Category Job Openings in a Job Bank or Newsletter Targeting Women or Minorities**

Description of Supplemental Recruitment Measure	Date:	Recruitment Sources Targeting Women and/or Minorities
All vacancies are posted to various Job Banks targeting women and/or minorities.	March 22, 2008 – March 21, 2009	American Women in Radio & TV, NAACP, and Houston Area Urban League