

# 2021 ANNUAL EEO PUBLIC FILE REPORT

## HAWAII PUBLIC RADIO

Stations and Communities of License      KHPR Honolulu, HI; KIPO Honolulu, HI;  
KKUA Wailuku, HI; KANO Hilo, HI;  
KIPM Waikapu, HI; KIPH Hana, HI; KHPH  
Kailua-Kona, HI; KIPL Lihue, HI; KAHU  
Pahala, HI; KJHF Kualapuu, HI

Reporting Period:                              October 1, 2020 – September 30, 2021

No. of Full-time Employees:                More than 10

The information required by FCC Rule 73.2080(c)(6) is provided in the charts that follow.

### INITIATIVES

The employment unit engaged in the following broad outreach initiatives in accordance with various elements of FCC Rule 73.2080(c)(2):

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.*

The Society for Professional Journalism-Hawaii Chapter selected HPR for its Summer internship program. The intern provided assistance with “The Conversation.” Tasks assigned included posting daily podcasts of the show, monitoring and posting to social media, selecting music beds, researching topics, pitching segment ideas, scheduling interviews, producing sound for broadcasts, interviewing story sources, and learning how to use broadcast equipment and editing software.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.*

Staff attended national conferences including PMBA, PMDMC, PMJA, and PRPD. These conferences provided training and professional development opportunities for staff who attended. Select staff completed the final segment of ProService Hawaii’s ASPIRE leadership training program. Its purpose is to help aspiring leaders develop the mindset and skills required to lead. HPR’s News Director completed his second year of training in the Editorial Integrity and Leadership Initiative sponsored by the

Corporation for Public Broadcasting. HPR's News Editor participated in AAJA's Executive Leadership Program whose aim is to develop the next generation of diverse journalism leaders who can lead in uncertain times and build a sustainable future for journalism.

Consultants provide training sessions for the Pledge Drive/Listener Experience Producer, Underwriting team, and the News Director to further their training and development.

*Established a **mentoring** program for station personnel.*

HPR's President & General Manager continues his mentorship of the On-Air Content Manager, promoted to Program Manager as of September 1, 2021, in the areas of programming and audience development. The GM has performed in-depth training on the analysis of audience data and has provided the employee with access to leadership and programming training. The employee is part of the senior staff where he attends weekly meetings focused on HPR issues and participates in the development/update of HPR's Strategic Plan. His training program now includes a management consultant who works on developing his management skills. The goal is for this position to develop into a Program Director position in the future.

*Provided **training to management level personnel** on methods of ensuring equal employment opportunity and prevent discrimination.*

VP of Finance receives notifications of EEO and discrimination issues faced in the work place and/or attends webinars provided by the Hawaii Employers Council, HANO, HR Daily Advisor, Travelers, and ProService that cover these topics. All staff are required to attend annual harassment prevention training. Supervisors receive additional training.

HPR follows guidelines provided by the EEOC and the Corporation for Public Broadcasting's diversity eligibility criteria.

HPR is a member of PMBA. This organization provides information, webinars, and conferences that address human resources and management issues, including EEO compliance and DEI. HPR contracts with ProService Hawaii for human resources, benefits administration, and payroll

services. They provide newsletters and workshops highlighting EEO issues, offer diversity and inclusion training, and have staff on hand to assist with questions or issues that may arise.

*Participated in **other** activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.*

Members of HPR’s Membership department hosted a Zoom Tour for the Asia Pacific International School highlighting the different departments and sharing information about the station.

HPR’s News Director held classroom sessions with students at Punahou School. He spoke about the life of a journalist and helped them frame their news projects for the school year.

HPR’s General Assignment Reporter spoke about the importance of being a journalist, especially a Native Hawaiian journalist, for the journalism segment of the Kamehameha Schools Song Contest Preshow. Her interview included a visit to the station, a tour of the newsroom, and a discussion of why she decided to work as a journalist at HPR.

Virtual station updates, member tours, and tours for students and community organizations allow others the opportunity to visit the station, get an overview of how we operate, our plans for the future, and meet with various staff to find out what they do at the station. .

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LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
01/07/2021	Membership Coordinator	Hawaii Public Radio On-Air Announcement
03/15/2021	Fund Drive & Listener Experience Producer	Hawaii Public Radio On-Air Announcement/Website
03/16/2021	Digital News Producer	Hawaii Public Radio Newsletter
09/27/2021	News Editor	Hawaii Public Radio Staff/Website

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**INTERVIEWEE REFERRAL SOURCE SUMMARY**

Total Number of Persons Interviewed during the Reporting Period: 38

Recruitment Sources Referring Interviewees during Reporting Period	Number of Persons Interviewed that the Source Referred
Hawaii Public Radio (website/Facebook/newsletter/on-air/staff/contacts)	32
Honolulu Star-Advertiser/Midweek/Monster (Oahu Publications)	6

**RECRUITING SOURCES USED**

Job Title of Position: Membership Coordinator

Date of Hire: 01/07/2021

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Honolulu Star-Advertiser/Midweek/Monster	N	500 Ala Moana Blvd. Suite 7-500 Honolulu, HI 96813	Lisa Kaukani	(808) 529-4341 <a href="mailto:LKaukani@staradvertiser.com">LKaukani@staradvertiser.com</a>
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Dabney Gough	(808) 955-8821 <a href="mailto:dgough@hawaiipublicradio.org">dgough@hawaiipublicradio.org</a>

\* Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

Job Title of Position: Fund Drive & Listener Experience Producer Date of Hire: 03/15/2021

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Honolulu Star-Advertiser/Midweek/Monster	N	500 Ala Moana Blvd. Suite 7-500 Honolulu, HI 96813	Lisa Kaukani	(808) 529-4341 <a href="mailto:LKaukani@staradvertiser.com">LKaukani@staradvertiser.com</a>
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Dabney Gough	(808) 955-8821 <a href="mailto:dgough@hawaiipublicradio.org">dgough@hawaiipublicradio.org</a>

\* Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

Job Title of Position: Digital News Producer Date of Hire: 03/16/2021

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Honolulu Star-Advertiser/Midweek/Monster	N	500 Ala Moana Blvd. Suite 7-500 Honolulu, HI 96813	Lisa Kaukani	(808) 529-4341 <a href="mailto:LKaukani@staradvertiser.com">LKaukani@staradvertiser.com</a>
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\* Indicate "Y" (yes) or "N" (no) if the organization requested that the station provide it with notice of all job vacancies.

Job Title of Position: News Editor Date of Hire: 09/27/2021

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Asian American Journalists Assn	N	P.O. Box 117 Windsor, CA 95492	Career Center	(626) 792-3846 <a href="mailto:support@aaja.org">support@aaja.org</a>
Honolulu Star-Advertiser/Midweek/Monster	N	500 Ala Moana Blvd. Suite 7-500 Honolulu, HI 96813	Lisa Kaukani	(808) 529-4341 <a href="mailto:LKaukani@staradvertiser.com">LKaukani@staradvertiser.com</a>
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Dabney Gough	(808) 955-8821 <a href="mailto:dgough@hawaiipublicradio.org">dgough@hawaiipublicradio.org</a>

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