

2022 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, 2021 – September 30, 2022

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.

*Participated in **job banks, internet programs, and other programs** designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).*

Employment opportunities in our membership, finance and our summer internship were posted on the job board administered by Aloha United Way.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them*

Staff attended national conferences including DrupalCon Non-Profit Industry Summit, ONA, PMBA, PMDMC, PMJA, and PRPD. These

for higher level positions.

conferences provided training and professional development opportunities for staff who attended. HPR's Managing Editor participated in the Poynter Summit for Reporters and Editors, which fosters collaboration, feeds innovation, and helps journalists thrive professionally and personally. Participants learn practical strategies and tools to become sharper reporters, writers, and editors. Consultants provide training sessions for the On-Air Campaign & Community Events Producer, Program Manager, 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 Program Manager in the areas of management, 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 looking at the technical aspects of listening (how individuals listen) to obtain a better idea of how to reach a broader audience. 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, Blue Avocado, Travelers and ProService that cover these topics.

All staff are required to attend annual harassment prevention 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.

The station resumed in person new member tours and donor lunch presentations in addition to the virtual presentations it hosted. Virtual and in person 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. .

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
11/09/21	Marketing Digital Content Producer	Hawaii Public Radio Staff/Website
11/16/21	Multi-Media Producer	Hawaii Public Radio Staff/Website
03/01/22	Director of Marketing & Communications	Hawaii Public Radio On-Air Announcement/Website
04/04/22	General Assignment Reporter	Hawaii Public Radio Files- Applied for a position posted the previous year
06/15/22	Culture & Arts Reporter	Hawaii Public Radio Website
09/06/22	Accounting Clerk	Indeed
09/11/22	On-Air Campaign & Community Events Producer	Hawaii Public Radio Website
09/15/22	Producer, The Conversation	Hawaii Public Radio Website
09/18/22	Administrative Assistant	Indeed

INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period: 46

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)	30
Honolulu Star-Advertiser/Midweek/Monster (Oahu Publications)	3
Indeed	13

RECRUITING SOURCES USED

Job Title of Position: Marketing Digital Content Producer Date of Hire: 11/09/2021

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org
HANO Community Brands	N	1020 South Beretania St, 2 nd Floor Honolulu, HI 96814	Gray Hallberg	(860) 845-0867 gray.hallberg@communitybrands.com

* 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: Multi-Media Producer

Date of Hire: 11/16/2021

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org

* 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: Director of Marketing & Communications

Date of Hire: 03/01/2022

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org

* 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: General Assignment Reporter

Date of Hire: 04/04/2022

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 LKaukani@staradvertiser.com

Hawaii Public Radio Website		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org

* 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: Culture & Arts Reporter

Date of Hire: 06/15/22

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org

* 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: Accounting Clerk

Date of Hire: 09/06/22

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org
HANO Community Brands	N	1020 South Beretania St, 2 nd Floor Honolulu, HI 96814	Gray Hallberg	(860) 845-0867 gray.hallberg@communitybrands.com

* 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: On-Air Campaign & Community
Events Producer

Date of Hire: 09/11/2022

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 LKaukani@ staradvertiser.com
Hawaii Public Radio Website/Facebook/ On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@ hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@ hawaiipublicradio.org
HANO Community Brands	N	1020 South Beretania St, 2 nd Floor Honolulu, HI 96814	Gray Hallberg	(860) 845-0867 gray.hallberg@ communitybrands.com

* 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: Producer, The Conversation

Date of Hire: 09/15/22

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 LKaukani@ staradvertiser.com
Hawaii Public Radio Website		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@ hawaiipublicradio.org

* 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: Administrative Assistant

Date of Hire: 09/18/22

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 LKaukani@staradvertiser.com
Hawaii Public Radio Website/Facebook/On-Air		738 Kaheka Street #101 Honolulu, HI 96814	Liberty Peralta	(808) 955-8821 lperalta@hawaiipublicradio.org
Indeed	N	www.indeed.com	Bernie Shimono	(808) 955-8821 bshimono@hawaiipublicradio.org
HANO Community Brands	N	1020 South Beretania St, 2 nd Floor Honolulu, HI 96814	Gray Hallberg	(860) 845-0867 gray.hallberg@communitybrands.com

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