

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 to September 30, 2018

I. VACANCY LIST

See Master Recruitment Source List for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-9	20
Account Executive	1-9	20
Sales Assistant	1-9	20
Digital Broadcast Assignment Editor	1-9	3
Account Executive	1-9	20
Integrated Sales Manager	1-9	21
Accountant	1-9	3
Success Manager	1-9	7
Success Manager	1-9	20
Digital Content Producer	1-9	3
Multimedia Content Producer	1-9	21
Success Manager	1-9	7
Digital Broadcast Assignment Editor	1-9	20
Account Executive	1-9	7
Photographer	1-9	3
Creative Director	1-9, 23	20
Local Video Content Producer	1-7, 9-11, 23	20
Sales Assistant	1-7, 9-11, 23	3

Lifestyle Host	1-7, 9-11, 23	21
News Producer	1-7, 9-11, 23	22
Assistant Director of Technology	1-7, 9-11, 14, 23	20
Local Content Editor	1-5, 7-8, 10-12, 23	3
Director of Marketing	2-5,7, 9-14, 23	20
Digital Content Producer	2-5, 7, 10-13, 16, 23	20

The KHNL/KGMB employment unit includes KHNL's two satellite stations KHBC-TV (Hilo) and KOGG (Wailuku) and employees who perform certain services for another Hawaii television station.

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 to September 30, 2018

II. MASTER RECRUITMENT SOURCE LIST

**Sources with an asterisk (*) denote organizations that requested notification of job vacancies*

<u>*Source Number</u>	<u>Organization</u>	<u>Contact Person</u>	<u>Mailing/Email Address</u>	<u>Website</u>	<u>Phone Number</u>	<u>Number of Interviews</u>
COMMUNITY SOURCES						
1	HPU Connect	disconnect 6/11/18	1132 Bishop St., Suite 502 Honolulu, HI 96822	http://www.hpu.edu/CareerServices/Alumni/alumni.html	(808) 544-0230	
2	All University Hawaii Campus		96-045 Ala Ike, Pearl City, HI 96822	https://www.myinterfase.com/leeward/Account/LogOn	(808) 455-0240	
3	HawaiiNewsNow/RaycomMedia Website			https://careers-raycommedia.icims.com/jobs/search?ss=1&searchLocation=-12795-Honolulu	(334) 206-1400	31
4	HireNet Hawaii		1505 Dillingham Blvd., Rm 110 Honolulu, HI 96817	https://www.hirenehawaii.com/	(808) 768-5700	
5	TV Jobs.Com			http://tvjobs.com	(760) 754-8177	
ADDITIONAL SOURCES						
6	TVB		120 Wall St. 15th Floor, New York, NY 1005-3908	http://www.tvjobs.tvb.org/	(212) 486-1111	
7	Indeed		177 Broad Street 6th Floor Sanford, CT. 06901	http://indeed.com	(800) 462-5842	41
8	California State University (Northridge) (CSUN)		1911 Nordhoff St. Nothridge CA 91330	http://www.csun.edu/career	(818) 677-1200	
9	The University of Southern California (USC)		University Of Southern California Los Angeles, CA 90089	https://usc-csm.simplicity.com/employers/?signin.tab=0	(213) 740323122	
10	University of Missouri-Columbia			https://www.joinhandshake.com/		
11	Brigham Young University			https://www.joinhandshake.com/		
12	LinkedIn		2029 Stierline Court Mountain View, CA 94043	https://www.linkedin.com/jobs/	(650) 687-3600	5
13	Hawaii Pacific University	transition to Handshake 6/12/18		https://www.joinhandshake.com/		
14	Hawaii Association of Broadcasters	Jamie Hartnett	jamie@hawaiibroadcasters.com	www.hawaiibroadcasters.com	(808) 599-1455	
15	NASBA (National Alliance of State Broadcasters Associations)			https://www.careerpage.org/		
16	Arizona State University			https://www.joinhandshake.com/		
KHNL/KGMB Sources						
20	Internal Employee Referrals					25
21	Non Employee Referrals					6
22	Other (Zip Recruiter Site)					1
23	KHNL/KGMB On Air Promos	Deborah Leong-Yep	started 4/30/2018			
TOTAL						109

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 thru September 30, 2018

III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s):

May- August 2018: Society of Professional Journalists (SPJ)- Hawaii Chapter- Journalism Internship Program

October 2017 - September 2018: KHNL/KGMB Internship Program

May- August 2018: Dow Jones News Fund Internship Program

Describe Nature of Initiative:

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

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Society of Professional Journalists (SPJ)-Hawaii Chapter

We participate in this SPJ sponsored internship program by subsidizing funding for the SPJ intern who is selected by the Station after interviewing potential applicants for the intern position. Brenda Salgado-News Assignment Manager develops a ten-week full-time work schedule to encompass learning all facets of our News operation. This year our SPJ intern was from Santa Clara University.

KHNL/KGMB Internship Program

Internships- College Students

This is our ongoing internship program that began 21 years ago. We offer unpaid internships for students attending an accredited college or university with the internship qualifying for college credit. The program is designed to provide students with hands on working experience and an overview of the skills required skills relevant in today's multi-media and broadcast industry.

We had students that participated from the following colleges/universities during the reporting period:

Winter 2017

Briar Cliff

Chaminade University

Summer 2018

Western Kentucky University

Syracuse University

Chapman University

Internships- High School Students

In today's Hawaii Market, the unemployment rate is 2.0% and this has prompted education and employment to collaborate on ways to develop a strong workforce pool for job openings. Several Hawaii High Schools have included unpaid internships in their class curriculum to provide students with a learning and skill development opportunity before they graduate High School. There are a significant number of High School students who elect to work full-time or part-time prior to going to college or decide to pursue work in lieu of college. The following students participated during the reporting period:

Summer 2018

Kamehameha Schools- 3 Students

Dow Jones News Fund Internship Program

We participate in the Dow Jones News Fund Internship program which is a paid internship that provides students with hands-on experience with leading news organizations.

May- August 2018

Arizona State University- 2 students

Names and Titles of Station Personnel involved in Initiative:

Brenda Salgado- News Assignment Manager

Mary Vorsino- Digital Content Manager

Scott Humber- News Director

Nicole Wilson- Assistant News Director

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 to September 30, 2018

III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): October 1, 2017 to September 30, 2018

Describe Nature of Initiative:

Participation in conventions, career days, workshop, similar activities, sponsored by organizations representing groups in the community interested in broadcast employment issues.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Career Education Events to include Career Days, Guest Speaking Engagements, Classroom Presentations and HNN Station Tours; focus of participation in these events was to promote Broadcast Career Opportunities and to generate interest in pursuing this career path.

1. **Career Days:** Our anchors and reporting staff represent KHNL/KGMB; they answer questions about their education and work history in the tv and broadcast industry. They describe their job duties, why they chose their field and what they enjoy most about their positions. They answer questions from students and teachers who visit during Career Days. The following schools and organizations hosted Career Days: Ahuimanu Elementary, Wai'au Elementary, Waialua Intermediate and High School, Salt Lake Elementary, Kamehameha High School, Hawaii Community College, Ohana 100 Summer Camp.
2. **Class Presentations:** Our anchors and reporters describe their own personal education and job history which has led them to their current position. They provide an overview of the broadcast industry and field student questions on how to enter the field - Holualoa Elementary, Konawaena Middle, Island Pacific Academy.
3. **Guest Speaking Engagements:** Lacy Deniz, Traffic Reporter was the keynote speaker before the graduating class in May 2018. She inspired the audience to pursue their career goals and especially find the passion as she did in Traffic reporting.
4. **Read to Kids** (Classroom program in which books are read and questions are answered by our News Anchor and Reporter- Manoa Elementary, August Ahrens Elementary.
5. **Station Tours** for the following Schools' Communication, Journalism and Media Students: Mae Mae Elementary, Kahala Elementary, Le Jardin Academy, Windward Community College.
6. **Station Tours** for the following community organizations whose memberships expressed interest in learning about media careers: SHRM (Society of Human Resources Management)-Hawaii Chapter, WORK HAWAII (Job Readiness Program for Students ages 16- 24), Girl Scouts (to earn their Media Journey Badges), Young Professionals Chamber of Commerce

Young professionals visit different industries for professional development, networking, mentorship with possibility of broadcasting be a career opportunity or change.

Names and Titles of Station Personnel involved in Initiative:

Rick Blangiardi - General Manager
Deborah Leong-Yep - HR Administrator/ EEO Coordinator
Darlene Lee - Programmer/Executive Assistant
Lacy Deniz – Reporter
Steve Uyehara - Anchor

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 to September 30, 2018

III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): June 18, 2018 to June 22, 2018 and September 17, 2018 to September 21, 2018

Describe Nature of Initiative:

Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

These job fairs are sponsored by the Hawaii Association of Broadcasters. 10 television stations and 38 radio media organizations participated in these one-week virtual job fairs. Hawaii News Now produced a 30 second spot in which our General Manager invited the public to begin an exciting career in broadcasting by visiting the fair. Our job openings were included in the job fair.

Names and Titles of Station Personnel involved in Initiative:

Rick Blangiardi - General Manager - KHNL/KGMB
Bruce Nakamura - Local Sales Manager
Deborah Leong-Yep - Human Resources Administrator/EEO Coordinator

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 – September 30, 2018

III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): March 10, April 6, April 11, May 1, May 7, August 21, 2018

Describe Nature of Initiative:

EEO Webinar/Training

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Watched a webinar training on EEO matters. Webinar was conducted by Raycom Media, Felicia Rylee – Corporate EEO Coordinator. The webinar covered requirements for EEO recruitment and reporting.

In addition, had various phone calls with Corporate EEO Coordinator to discuss processes to compile with EEO policy.

Names and Titles of Station Personnel involved in Initiative:

Deborah Leong-Yep – Human Resources Administrator/EEO Coordinator

KHNL/KGMB

EEO PUBLIC FILE REPORT

October 1, 2017 to September 30, 2018

III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Continuous

Describe Nature of Initiative:

Broadcasting of outreach recruitment to local organization regarding job openings

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

KHNL/KGMB airs the below promo recruiting organization who would like to receive our job openings.

“KHNL & KGMB, a Raycom Media station, is committed to a broad applicant recruiting outreach program in our continuing efforts to represent our diverse community. As part of this effort, we encourage qualified community organizations to become part of full-time job opportunity notification mailing list. If your organization is interested in becoming part of this list, and you distribute job information or can provide referrals as part of your regular activity, we would like to hear from you. We would then notify you of each full-time opening and ask you to refer individuals to us for consideration. Send your request to:”

Names of Station Personnel involved in Initiative:

Deborah Leong-Yep – Human Resources Administrator/EEOC Coordinator
Dawn Chin - Traffic Manager