

Agenda and Meeting Notes

State of NH Lean Network Executive Committee

Wednesday, November 7, 9:00 AM – 11:30 AM

Public Utility Commission, 21 South Fruit Street, Suite 10, Concord, N.H.

(Directions at <http://www.puc.nh.gov/Home/AboutUs/directions.htm>)

Meeting Attendees (bold is present):

John MacPhee* (Department of Health and Human Services), Heather Barto (Department of Health and Human Services), **Angela Linke** (Department of Transportation), Michele Kelleher (Banking Department), **Dan Hrobak** (Department of Environmental Services), **Joanna Bailey** (Judicial Branch), **Rich Bowen** (Treasury Department), Jan Gugliotti (Public Utilities Commission), **Charles Bagley** (Administrative Services), Suzy Easterling-Wood (Department of Health and Human Services), Colin Capelle (Administrative Services), **Hallie Pentheny** (OPLC), **Tom Lencki** (State Police), **Diane Dawson** (Revenue), **Candice Weingartner** (DoIT)

*Chair

Agenda Item	Discussion	Action
NH Lean Summit debrief [Dagmar/Heather]	<ul style="list-style-type: none"> • Dagmar not present, but provided info (23 speakers, 12 breakout sessions, and many posters, 238 participants?-totaling 261) • 68 survey responses so far (closes in November) people had positive responses • Colonel Wagner, Tom L and Dagmar on WGIR on Nov 1 • UNH could have a 2019 Lean summit • Lean vs Agile, red bead, soft-side of organizational change- session was good • Tom & Heather’s session got good reviews, with posters/pens/posters and on social media • Breakout session presentations to go on UNH website • Liked no awards & breakout sessions • Panel should be a breakout session or not all answer the same question; should showcase posters more; issues with surveys 	<ul style="list-style-type: none"> • Tom to put WGIR recording on Blog • Dagmar to put presentations online
December Quarterly Lean Network Meeting planning [Angela/All]	<p>12/14/2018 at Department of Environmental Services 29 Hazen Drive</p> <ul style="list-style-type: none"> • Plan to look at change in culture and getting management in process • Alastair Howie of Elliot Health to speak • We will do an overview of how the year went • Angela had some issues with Lean email list (>1,000people) for this (due to number of people and old addresses)-maybe have a list in which we can export to send out • Dan to ask Commissioner/assistant commissioner on that 	<ul style="list-style-type: none"> • Angela to clean up email list, and others, as necessary • Dan to ask commissioner to speak at meeting
LEC Strategic Planning	<ul style="list-style-type: none"> • Fix email distribution list 	

Discussion (everyone)	<ul style="list-style-type: none"> • Get governor on-board (pros-directives, budget, training and cons-would have everyone do the same thing) • Update SJDs to include Lean language in them • Public-facing dashboard • More communication-maybe in the form of videos 	
Training Discussion (Chuck)	<ul style="list-style-type: none"> • Just finished first Yellow belt (some positive feedback and some areas of improvement) • Looking to move away from classroom learning to working with Lean coordinators and conduct training with the actual “workflow” • Chuck working with Edie at Lottery doing 3 half days with homework in between as a pilot 	
Other updates [All]	<ul style="list-style-type: none"> • Edie-Working with UNH to see if people can get college credit for participating in Black Belt • Tom/Chuck-what is the status on Lean merchandise • OPLC is looking to create more standardization within boards-as since they were joined in the OPLC, there is still some ambiguity how they are joined together 	<ul style="list-style-type: none"> • Chuck to figure out where we stand on the Lean merchandise • John to have Heather reach out to Peter to discuss further