

Agenda and Meeting Notes

State of NH Lean Network Executive Committee

June 4, 2019, Bureau of Education and Training, 130 Pembroke Road, Concord, NH

Attendance =Present *Chair

<input checked="" type="checkbox"/> John MacPhee* (DHHS)	<input checked="" type="checkbox"/> Heather Barto (DHHS)	<input checked="" type="checkbox"/> Angela Linke (DOT)	<input checked="" type="checkbox"/> Diane Dawson (Revenue)
<input type="checkbox"/> Michele Kelleher (Banking)	<input checked="" type="checkbox"/> Dan Hrobak (DES)	<input checked="" type="checkbox"/> Chuck Bagley (DAS)	<input checked="" type="checkbox"/> Edie Chiasson (Lottery)
<input type="checkbox"/> Rich Bowen (Treasury)	<input checked="" type="checkbox"/> Tom Lencki (DOS)	<input checked="" type="checkbox"/> Jeannie Cadarette (DOS)	<input type="checkbox"/> Jan Gugliotti (PUC)
<input checked="" type="checkbox"/> Candice Weingartner (DoIT)	<input checked="" type="checkbox"/> Dagmar Vlahos (UNH)	<input type="checkbox"/> Erika Randmere (NHES)	<input type="checkbox"/> Hallie Pentheny (OPLC)
<input checked="" type="checkbox"/> Laura Holmes (DAS)	<input checked="" type="checkbox"/> Linda Beliveau (Judicial Branch)	<input checked="" type="checkbox"/> Guest Melissa Richards (DHHS)	

Agenda Item	Discussion	Action
BET Updates and Feedback [Chuck]	<ul style="list-style-type: none"> Chuck reviewed the current Lean Yellow Belt program. Changes highlighted in the program include delivery and methods of Lean training information. Current Lean Black Belt students will continue to meet after the coursework ends to help share lessons and insights. Feedback indicates extending the program to allow for more in depth learning. Applications for Lean Black Belt will be available online in the coming days. 	<ul style="list-style-type: none"> LEC to encourage Lean Black Belt students to apply. Link for application: https://das.nh.gov/hr/trdev.html
Lean Coordinator roles [Group]	<ul style="list-style-type: none"> The culture of Lean facilitators and value added for an agency includes investment of training and opportunities for Lean experiences. Mentor profiles are updated on an annual basis including Lean Green Belt (LGB) and Lean Black Belt (LBB). 	<ul style="list-style-type: none"> Heather will send out sample job responsibilities for Lean Coordinators for review and use. LEC members to encourage Lean Green Belts or Lean Black Belts to complete their Lean Profile. Send Heather Lean Profile updates by June 19, 2019. A fresh set of instructions will be sent out to LEC.
Revisit Charter [Group]	<ul style="list-style-type: none"> Current charter to be reviewed for 2019-2020. 	<ul style="list-style-type: none"> Heather will send the current charter.
Website [Dan]	<ul style="list-style-type: none"> June notes and Lean mentor profiles to be posted in June/July. 	<ul style="list-style-type: none"> n/a
Strategy Discussion [Group]	<ul style="list-style-type: none"> Exploring quarterly meetings; purpose and goal. Network meeting has some utility in NH state government. Discussions in LEC are ongoing. 	<ul style="list-style-type: none"> LEC to continue discussions in the coming months.

Prepared by [Heather Barto](#)

June 5, 2019

LEC Meetings:

- August 7, 2019-NH Bureau Education and Training Center, 130 Pembroke, NH