

Agenda and Meeting Notes

State of NH Lean Network Executive Committee

September 4, 2019

Attendance =Present *Chair

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

Agenda Item	Discussion	Action
High Level Strategy Discussion [All]	<ul style="list-style-type: none"> BET continues to benefit from LEC on multiple levels, including feedback and application of PDCA models to update training. Erika shared an analysis of looking at what NH does in comparison to the state of Nebraska for Lean efforts. http://das.nebraska.gov/coe/ In comparison with other states, NH continues to evolve from the ground up for Lean application; there is more work to do. Brainstorming and prioritization continues. Drafting a new charter is in process. 	<ul style="list-style-type: none"> LEC to continue providing feedback to BET for course development purposes and considerations. Heather to draft a charter and bring to the Oct. LEC meeting.
Business Updates [Group]	<ul style="list-style-type: none"> John nominated Heather for the LEC Chair role. Consensus from the group supported the nomination. Lean Summit scheduled for 11/1/2019. Planning and organization continues. Speaker submissions are welcome up until 9/15/2019. Link for NH Lean Summit. Registration opens on 9/23/2019. Volunteers are needed for helping to support for moderators, etc. Website requests; Dan continues to manage. A few slight ends are needed. Department of Safety is using a group email address. Integration of PMO and Continuous Process Improvement is on its way. Policy has been developed to approach process improvement work. DHHS is experiencing great success with training model and partnerships at BET. Lean Yellow Belt trainings are occurring at NH Hospital and with the Child Care Licensing Unit. Lean Green Belts are assisting with the training. Following training will be development of onboarding Lean from an operational perspective. DOT is transitioning Lean Coordinator roles from Angela to Joe over the next month. Angela to work with Jeannie to transition Network Coordinator duties. UNH is training students on Lean for masters of analytic training. <p>Next LEC Meeting: October 2, 2019 at the IPOC, 110 Smokey Bear Boulevard, Concord. Meet Jeannie at the Visitors Entrance. Directions: https://www.nh.gov/safety/divisions/emergservices/contactus.html</p>	<ul style="list-style-type: none"> Heather to bring ideas for discussion in the coming months to the LEC. Dagmar to provide additional updates for NH Lean Summit. Dagmar to provide Heather with a list of volunteer opportunities. LEC to assist with volunteer roles and sign up. Heather to send couple of website updates to Dan. LEC members to send Dan updated Lean project team photos for the website.