

## Continuous Improvement Community of Practice

### *Memorandum for the Record: CoP Meeting 23 July 2009*

Vision: Self-sustained continuous improvement capability among regional enterprises.

Initial Project: To establish standards for training of continuous improvement skills in support of regional enterprise productivity.

<b>Agenda</b>	<p>Three programs:</p> <ol style="list-style-type: none"> <li>1. CI Project Management Workshops – Quarterly</li> <li>2. CI Test Labs – Monthly</li> <li>3. Community Training Opportunity – Joint learning initiatives</li> </ol>
<b>Schedule</b>	<p>5 Aug – Training Resource Briefing          10 Sep – CI Project Management Workshop          --Dec – CI Project Management Workshop</p>
<b>Initiatives</b>	<ol style="list-style-type: none"> <li>1. Baldrige Organizational Model – Working Group discussed options and customer awareness. Recommendation: provide awareness materials and briefings, followed by training as called for through surveys. Will have some introductory video briefings and handouts for our 10 Sept workshop, with a more extensive overview with speakers for December.</li> <li>2. Test Lab: Initial event looking at 5S at NAVFAC was well executed. Will follow up with opportunities to brief the program during our quarterly CI Workshops.</li> <li>3. Community Training Opportunity: Kepner &amp; Fourie schedule to brief their program 5 Aug at WBB Consulting. Over 30 folks registered to attend.</li> </ol>

<b>CI Project Management Workshops</b>	10 Sept	<ul style="list-style-type: none"> <li>▪ Speaker: Kermit Hobbs</li> <li>▪ Briefers: NECC, Stihl, and USCG Finance Center</li> <li>▪ Baldrige introductory materials</li> </ul>
	Dec	<ul style="list-style-type: none"> <li>• NG Shipbuilding to host</li> <li>• Initiative: strong speakers as intros for Baldrige model to upgrade HRQMC agenda             <ul style="list-style-type: none"> <li>○ Work Center CI – Lean/Six Sigma</li> <li>○ Organizational CI – Baldrige</li> <li>○ Regional CI Support – Workshops &amp; Test Labs</li> </ul> </li> </ul>

<b>CI Test Labs</b>	<ul style="list-style-type: none"> <li>• 16 Oct: Lifetouch – Employee Engagement</li> <li>• WIP Reduction</li> </ul>
<b>Community Training Opportunities</b>	<ul style="list-style-type: none"> <li>▪ 5 Aug: Kepner &amp; Fourie Critical Thinking program briefed by Dr. Don Lynch [client]. WWB Consulting hosting.</li> <li>▪ Simon Nance kicking off list of Community Training Opportunities. Will publish on web site.</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>▪ Checking on availability of City of Norfolk Workforce facility to support workshops. Charlie Brown to check.</li> <li>▪ Continuing Education Units: Available on request for each event.</li> <li>▪ PMI chapter: Discussed program coordination with Tom Ostasiewski, chapter Director of Publicity &amp; Marketing. Laid out a number of actions we can take to compliment both agendas.</li> </ul>

Community of Practice Participants	<p>Amadas Industries  City of Norfolk (IT)  Earl Industries  Northrop Grumman Shipbuilding  Lifetouch  Stihl  USCG Atlantic Region  US Navy Commander Regional Maintenance Centers  US Navy NAVSEA LSS College  US Navy NNSY  Community Mediation Center  WBB Consulting</p>
------------------------------------	--