

## Lean Action Board (LAB) 2016 Strategy

### Objectives and Activities

**1. Multiply the value of Lean successes by sharing, transferring, or scaling-up improvements for greater impact in programmatic areas shared between states and EPA, and programmatic and internal operations specific to EPA**

- Select, support, and champion a limited number of projects where results can be transferred or scaled-up in FY 2016
- Collaborate with E-Enterprise on shared programmatic areas via overlapping membership of the LAB and the E-Enterprise Leadership Council; collaborate with OARM, OCFO and OEI on EPA internal operations to maximize application of Lean
- Highlight and effectively communicate additional priority opportunities for transference of successful results
- Drive strategies to design new Lean projects that align with agency priorities in a manner that enables transference where appropriate
- Support performance management measures and systems to support success and replication.

**2. Demonstrate immediate LAB action**

- Launch quarterly collective “quick wins”/“just do-its”

**3. Empower and incentivize employees at all levels to use Lean to achieve success**

- Engage SES members at June meeting to transfer learning and further equip them with change management strategies
- Communicate Lean results through multiple media and leverage existing forums (e.g., EMC, ARA, DD meetings, HRC, mid-management and staff-level meetings) for sharing Lean results and seeking input throughout the Agency
- Motivate employee participation through LAB acknowledgment and celebration of Lean results

**4. Ensure staff and managers understand the basics of Lean and speak a common language**

- Review and provide direction on training gaps
- Create and maintain a cadre of skilled Lean facilitators

### Measures of Success

- By December 2016, conduct 25 projects applying or adapting process changes, practices, or tools developed from previously completed process improvement activities
- By December 2016, increase the number of individual participants engaging in Lean projects by 50% from 2015 baseline
- By December 2016, increase to 15 the number of Lean projects involving State partners