

# Strategic Lean Project Report



**For Reporting Period:** January 1, 2015, through June 30, 2015

## I. General Information:

Lead agency name: Washington Military Department

Partner agencies:

**Improvement project title:** 81<sup>st</sup> Armored Brigade Combat Team Tactical Operations Center Process

**Date improvement project was initiated:** 6/14/2015

**Project type:** New Project

**Project is directly connected to:**

- Results Washington performance measure
- Agency Strategic Plan
- Other

**If applicable, specify the alignment:**

Goal 5, 2.1

**Report reviewed and approved by:** Bret Daugherty

## II. Project Summary:

The Washington Military Department improved the 81<sup>st</sup> Armored Brigade Combat Team Tactical Operations Center Process, resulting in reduced setup team from 30 hours per setup to 16 hours per setup, a 47% reduction.

## III. Project Details:

**Identify the problem:** The tactical operations center setup time was too slow which resulted in slower ability to conduct battle operations, intelligence gathering, etc., during all field operations.

**Problem statement:** Currently, process time is 30 hours per setup compared to our target of 16 hours per setup, which we want to reach by 6/16/2015.

**Improvement description:** In collaboration with a team of eight employees, we reduced the amount of time by 47% (14 hours). The new process also reduced the amount of redundant work and improved efficiency. The process went live on June 14, 2015.

**Customer involvement:**

# Strategic Lean Project Report



## IV. Project Details:

Improved process as measured by: <i>(Click those that apply)</i>	Specific results achieved: <i>(Complete the narrative boxes below)</i>	Total Impact: <i>(Actuals; Current Reporting Period)</i>	Results status:
<input type="checkbox"/> Safety			
<input type="checkbox"/> Cost			
<input type="checkbox"/> Quality			
<input checked="" type="checkbox"/> Time	Decreased the average time to setup tactical operations center <b>from</b> 30 hours per setup <b>to</b> 16 hours per setup.	Military duties	Preliminary
<input type="checkbox"/> Customer Satisfaction		<input type="checkbox"/> N/A (or)	
<input type="checkbox"/> Employee Engagement		<input type="checkbox"/> N/A (or)	

## V. Contact information:

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# Strategic Lean Project Report



**For Reporting Period:** January 1, 2015, through June 30, 2015

## VI. General Information:

Lead agency name: Washington Military Department

Partner agencies:

**Improvement project title:** Military Funeral Honors Mission Tasking and Tracking

**Date improvement project was initiated:** 6/1/2015

**Project type:** New Project

**Project is directly connected to:**

Results Washington performance measure

Agency Strategic Plan

Other

**If applicable, specify the alignment:**

Goal 5, 1.1

**Report reviewed and approved by:** Bret Daugherty

## VII. Project Summary:

The Washington Military Department improved the Military Funeral Honors mission tasking and tracking process, resulting in reduced mission creation and tracking times from 62.5 hours per month to 32.25 hours per month, a 48 percent reduction.

## VIII. Project Details:

**Identify the problem:** The military funeral honors tasking process was too slow which caused defects (missed funerals) when mission load was increased.

**Problem statement:** Currently, process time is 62.5 hours per month compared to our target of 46.8 hours per month, which we want to reach by 5/31/2015.

**Improvement description:** In collaboration with a team of 7 employees, we reduced the number of steps by 50% and reduced the amount of time by 48%. The new process also reduced the amount of redundant work. The process went live on May 31, 2015.

**Customer involvement:** A group of 4 internal customers and 10 stakeholders were involved in several meetings to improve the process. They were given the opportunity to input feedback and suggestions.

# Strategic Lean Project Report



## IX. Project Details:

Improved process as measured by: <i>(Click those that apply)</i>	Specific results achieved: <i>(Complete the narrative boxes below)</i>	Total Impact: <i>(Actuals; Current Reporting Period)</i>	Results status:
<input type="checkbox"/> Safety			
<input type="checkbox"/> Cost			
<input type="checkbox"/> Quality			
<input checked="" type="checkbox"/> Time	Decreased the average time to complete and track a mission <b>from</b> 62.5 hours per month <b>to</b> 32.25 hours per month.	Logistics/Supply; Finance/Purchases	Preliminary
<input type="checkbox"/> Customer Satisfaction		<input type="checkbox"/> N/A (or)	
<input type="checkbox"/> Employee Engagement		<input type="checkbox"/> N/A (or)	

## X. Contact information:

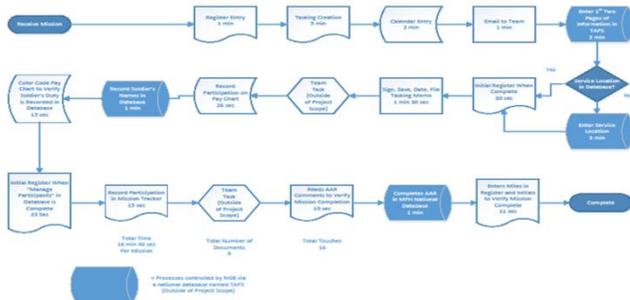
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## XI. Optional Visuals:

Before



After

