

# September



*The Lean Gazette*

MON		TUE		WED		THU		FRI	
	1 8:00 am - 12:00 pm Lean Thinking @ COJ		2		3		4		
7 Happy Labor Day!  CLOSED	8 9:00 AM - 5:00PM: UNF Green Belt Program Class 1/Day 1	9 9:00 AM - 5:00PM: UNF Green Belt Program Class 1/Day 2	10 8:00 am - 4:00 pm Intro to CI @ FCCJ, RM T141 9:00 AM - 5:00PM: UNF Green Belt Program Class 1/Day 3	11 8:00 am - 12:30 pm Intro to 5S @ JLC 9:00 AM - 5:00PM: UNF Green Belt Program Class 1/Day 4					
14	15 8:00 AM - 4:00 PM Kaizen Facilitator - Class1 @ JLC 12:00 pm - 3:00 pm Lean Leaders Meeting, "Sustainability - Our Journey to Lean & Green @ Rex Corp	16 1:00 pm - 4:00 pm Lean Leaders Meeting - "Proper Mgmt./Disposal of Hazardous Waste" @ Fla DEP	17 8:00 AM - 4:00 PM "Lean Accounting" pre- sented by Jean Cun- ningham Consulting	18 8:00 AM - 4:00 PM "Cash Collections" presented by Jean Cunningham Consulting					
21 8:00 AM - 4:00 PM 5S Facilitator Class @ JLC	22 8:00 AM - 4:00 PM Kaizen Facilitator - Class2 @ JLC	23 8:00 am - 12:30 pm Lean for Office @ JLC	24 8:00 am - 4:00 pm Intro to VSM @ Pilot Pen	25					
28 9:00 AM - 5:00PM: UNF Green Belt Pro- gram Class 2/Day 1	29 8:00 AM - 4:00 PM Kaizen Facilitator - Class3 @ JLC 9:00 AM - 5:00PM: UNF Green Belt Pro- gram Class 2/Day 2	30 8:00 am - 12:30 pm Intro to 5S @ JLC 9:00 AM - 5:00PM: UNF Green Belt Pro- gram Class 2/Day 3	1 9:00 AM - 5:00PM: UNF Green Belt Pro- gram Class 2/Day 4	2 9:00 AM - 5:00PM: UNF Green Belt Pro- gram Class 2/Day 5					

**WORKSource**  
First Coast Workforce Development

**Grants**

**Good news!**

Our grant request for 2010 has been approved.

The Consortium will receive \$200 for each person that completes our training and receives a certificate.

The Consortium gets paid only if both forms are filled out at the event, and if all requested information is supplied.

This funding is what allows us to offer this training courses free of charge to our members.

While participation in this process is not mandatory to attend the classes, please advise each of your employees of this process prior to sending them to one of the JLC training sessions so they are aware.

*Your cooperation in this matter is greatly appreciated in advance.*



# Mark your calendars

for the following events & sign up early to secure your place for these opportunities to make the most of your business!



## 09.01.09 Lean Thinking @ COJ - 12:00 PM

This is an introductory, overview course for LEAN in an office or non-manufacturing environment. The students will learn the five principles of LEAN, the Eight Wastes and the LEAN tools that are used to minimize or eliminate waste. These Concepts are introduced using both presentation and simulations.

## 09.10.09 Intro to CI @ FCCJ, T141 - 8:00am

Intro to continuous Improvement provides the student with the basic Lean concepts, principles and tools and includes a hands-on waste-finding exercise for the shop or office as well as a hand-on simulation demonstrating the power of one-piece flow (vs. batch production). Throughout the day, discussions will take place around topics that focus on the participants' situation to demonstrate how Lean works in their environment and how the thinking and tools adapt to their situation.

## 09.11.09 Intro to 5S @ JLC - 8:00am

This class is designed to teach participants how to apply the first 3s's as well as the more difficult 4th and 5th S's through standardization tools and audits.

## 09.15.09 Kaizen Facilitator Class #1 @ JLC - 8:00 am

This course is designed for those who will be tasked with leading Kaizen/Rapid Improvement events. Students will be taught how to identify opportunity, scope, plan, execute and sustain a Kaizen initiative by working on a group project with students from other companies under the guidance of an experienced mentor. Technique is based on the Toyota 10 Step Method.

## 09.15.09 Lean Leaders Meeting @ Rex Corp 12:00 PM

“Sustainability - Our Journey to Lean & Green”  
Join us at this Lean Leaders meeting to see what Lean has done for Rex Corp. Share new ways Rex Corp. can improve and take new ideas back to your company as well.

## Jean Cunningham Consulting presents:

### 09.17.09 Lean Accounting 8:00 AM - 4:00 PM

Taking Action With Lean Accounting will show how the adoption of Lean creates a mandate to challenge traditional cost accounting methods.

### 09.18.09 Cash Collections 8:00 AM - 4:00 PM

Improve Cash Collections With Lean will show you how improve cash flow by shortening your current cash collection process! This workshop will show you to improve cash flow by using “Lean” principles and practices.

For more information visit:  
<http://leanjax.org/calendar/events.asp>

## 09.16.09 Lean Leaders Mtg. @ Fla. DEP 1:00 PM

How do you know if you red tagged items are Hazardous Waste? Participants will learn about proper management and/or disposal of waste during a 5S event. They will have the opportunity to ask an environmental specialist about hazardous waste storage and rules about proper waste disposal.

## 09.21.09 5S Facilitator Class @ JLC - 8:00 AM

This course is designed for those who will be tasked with leading 5S efforts in your facility. Students will be taught how to scope, plan, execute and sustain a 5S initiative by working on a small group project with students from other companies under the guidance of an experienced coach.

## 09.22.09 Kaizen Facilitator Class #2 @ JLC 8:00

See: Kaizen Facilitator Class #1

## 09.23.09 Lean for Office @ JLC 8:00 AM

See : Lean Thinking - 09.01.09

## 09.24.09 Intro to VSM @ Pilot Pen - 8:00 AM

VSM (Value Stream Mapping) is one of the most important elements of LEAN. You will find it to be an essential communication tool, a strategic planning tool, and a change management tool. The goal of VSM is to identify, demonstrate and eliminate waste (activities that do not add value to the final product) in the process.

## 09.28.09 Kaizen Facilitator Class #3 @ JLC 8:00

See: Kaizen Facilitator Class #1

## 09.30.09 Intro to 5S @ JLC - 8:00am

This class is designed to teach participants how to apply the first 3s's as well as the more difficult 4th and 5th S's through standardization tools and audits.