



AME New England Lean Consortium

January 29, 2016

To: Kareem Arcano - Rousselot  
Dave Beaudet – L3-KEO  
Bob Bilodeau – Micro-Vision  
Scott Braman – Cuddledown  
Roland Dion – E.A. Dion  
Chris Mosby – A.W. Chesterton  
Randy Roy – THG  
Steve Russo – AstroNova  
Jonathon Schwartz - Rousselot  
Jim Weisheit – Albany Engineered Composites  
Rich Wills – Volk Packaging

From: Joe Rizzo

Subject: Meeting Minutes  
Board of Directors Meeting  
January 27, 2016  
Radisson Hotel  
Chelmsford, MA

Highlights:

- Welcomed two new members: Rousselot, and A.W. Chesterton
- There are now ten members in the AME New England Lean Consortium
- Joe is meeting with the two members of the Amgen Corporate CI Team on February 9<sup>th</sup>. The Rhode Island and Woburn locations will be joining shortly thereafter
- Optima Associates will conduct some extensive marketing for the Visual Workplace Workshop
- MAME is promoting the Lean Leaders Meeting at Cuddledown on February 25<sup>th</sup>
- The AME Champions will be holding their two day May meeting in Portland, ME. The second day will be held at Idexx and will include an extensive plant tour and presentations. AME NE Lean Consortium members can attend for a price of \$250
- The plus/delta feedback session highlighted a desire for more workshops.
- A common problem that surfaced was “how to change the culture”

## Agenda

10:30 – 11:00 am	Arrival/Social Period
11:00 – 11:20 am	Welcome and Introductions
11:20 – 11:30 am	Review Agenda
11:30 – 11:45 am	Consortium Update
11:45 – Noon	Plus/Delta Feedback Session
Noon – 12:30 pm	Working Lunch
12:30 – 12:40 pm	Visual Workplace Workshop
12:40 – 12:50 pm	Lean Leaders Meeting – Cuddledown
12:50 – 1:10 pm	Schedule for next six months
1:10 – 1:25 pm	New Business
1:25 – 1:30 pm	Adjourn

## Consortium Update

- The Consortium added three new members over December and January
  - Rousselot of Peabody, MA, producer of gelatins
  - A.W. Chesterton of Groveland, MA, manufacturer of seals and gaskets
  - E.A. Dion of Attleboro, MA, manufacturer of jewelry and pins
- Joe is meeting with the two members of the Amgen Corporate CI Team on February 9th. The Rhode Island and Woburn locations will be joining shortly thereafter.
- MAME is promoting the Lean Leaders Meeting at Cuddledown on February 25th

## Working Lunch

- Joe expressed disappointment that he was not doing any training or consulting for the AME NE Lean Consortium members, but was doing some great things for his consulting clients. Joe invited the members to visit his web-site at [www.leanisgreenllc.com](http://www.leanisgreenllc.com)
- **Action Item:** Joe will send the descriptions of his training modules to all the members
- **Action Item:** Joe will contact Karen Doherty at the Mount Wachusett Community College and inquire about Workforce Training Grants for the Massachusetts companies.

## Visual Workplace Workshop

- Optima Associates will conduct some extensive marketing for the Visual Workplace Workshop
- THG will promote the event to their customer base
- Joe will send flyers to selected contacts
- Members that are planning to attend are urged to register sooner rather than later

## Lean Leaders Meeting at Cuddledown on February 25<sup>th</sup>

- MAME is promoting the Lean Leaders Meeting at Cuddledown on February 25th
- Joe will send flyers to selected contacts

## Plus/Delta Feedback Session

### Pluses

- Opportunity to send other people to the Lean Leaders Meetings
- Openness of the members to share information
- Opportunity to Learn

### Deltas (improving ideas)

- Lack of Workshops
- Pricing on Workshops
- Consortium Members to attend member's internal training sessions
- Put events and training on Portal
- Provide training at Lean Leaders Meetings
- Conduct mini-kaizens at Lean Leaders Meetings
- How to make a Lean Program more visual
- Changing the Culture
- Affiliation with a University
- Opportunities for students such as internships
- Develop a "Bench" (internal Lean leaders)
- Send subs to all meetings

### Schedule for 2016

January 27th – Board of Directors Meeting  
February 25th - Lean Leaders Meeting @ Cuddledown  
March 22<sup>nd</sup>, 23<sup>rd</sup> – Visual Workplace Workshop, THG  
April – Lean Leaders Meeting at L3-KEO  
May – Lean Leaders Meeting at THG  
May 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup> – AME Champions Club Meeting in Portland  
June – Lean Leaders Meeting at A.W. Chesterton  
July - None  
August - None  
September – Lean Leaders Meeting at Rousselot  
October – Lean Leaders Meeting at Micro-Vision  
October 24<sup>th</sup> – 28<sup>th</sup> – AME Annual Conference in Dallas  
November – Board Meeting  
December – Lean Leaders Meeting at AEC  
January 2017 – Lean Leaders Meeting at Volk Packaging