



State of Wisconsin
Governor Scott Walker

Department of Agriculture, Trade and Consumer Protection
Sheila E. Harsdorf, Secretary

DATE: January 12, 2018

TO: Board of Agriculture, Trade and Consumer Protection

FROM: Sheila Harsdorf, Secretary
Keeley Moll, Deputy Secretary

SUBJECT: **Lean Government Initiative (Report) – Office of the Secretary**

PRESENTED BY: Ashley Andre, Policy Initiatives Advisor

RECOMMENDATION: This is for informational purposes only. No Board action is required.

SUMMARY / BACKGROUND:

Introduction

Governor Walker signed Executive Order #66 in 2012 to create the Wisconsin Lean Government Initiative. DATCP began its Lean journey in 2012. At that time, the agency trained about 30 staff and completed numerous projects and activities. DATCP reinvigorated its Lean efforts in fall 2016 and created a new agency Lean charter, outlining the overview, guiding principles, project goals, deliverables, and roles/responsibilities.

DATCP Lean project goals

1. Standardize, streamline and improve agency processes to increase customer satisfaction and reduce operating costs.
2. Improve the working environment of agency employees by increasing work satisfaction and creating safer working conditions.
3. Change agency culture by engaging staff at all levels of the improvement process to understand how to apply Lean government principles to eliminate waste, save time, standardize workflow and decrease process complexity.
4. Establish a Lean program structure that encourages input and participation from all divisions in continuous improvement and offers clear expectations.

Project and activity metrics

Staff are encouraged to report large projects and small activities that meet one of the four required metrics:

1. Hours Repurposed: Ability to reduce or save employee job hours as part of an improvement and to be able to dedicate those job hours to other efforts that provide value to the customer.
2. Steps Eliminated: Ability to reduce actual process steps that do not provide value to the customer.
3. Cost Avoidance: Ability to create efficiencies in the process or in the system that avoids the party from spending additional budget dollars.
4. Lead-Time Reduction: Ability to reduce time between when the process starts and when it ends.

Agriculture generates \$88 billion for Wisconsin

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer