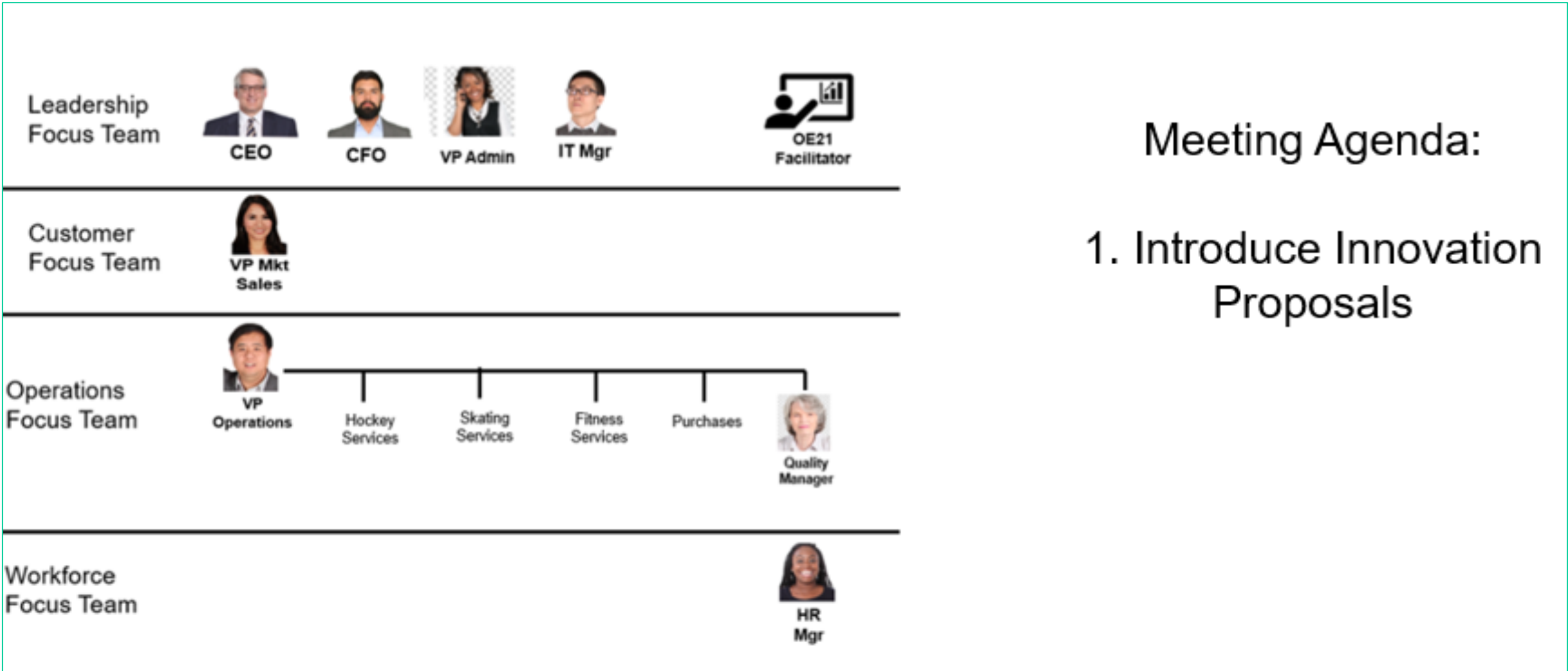


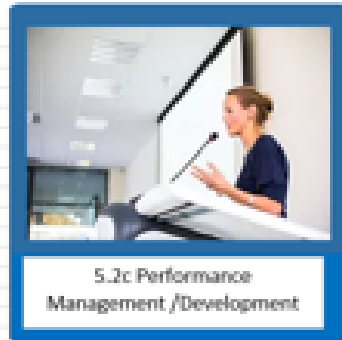
Figure 20-1 Innovation Proposals Meeting



Meeting Agenda:

1. Introduce Innovation Proposals

Figure 20-2 Innovation Proposals



5.2c OE21 PERFORMANCE MANAGER ®

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OE21 Continuous Improvement Tool (Version V24)

Reference: Baldrige Framework Item 5.3c Performance Management and Development

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OE21 Team Performance Manager

- ✓ Helps Plan Weekly Work
- ✓ Helps assign Work to Teams
- ✓ Helps track Weekly Progress
- ✓ Measures **Productivity**
- ✓ Measures **Quality**
- ✓ Measures **Performance**
- ✓ Helps create **Innovation**
- ✓ **Rewards High Performance**

Figure 20-3 Innovation Proposal Contents

INNOVATION PROPOSAL

- Title
- Description (up to one page)
- Objectives of the proposal
- Anticipated results (benefits to organization, customers, stakeholders)
- Mission and Strategic Goals (how project will help to accomplish these)
- Key personnel who would be involved (employees & contractors)
- Key non-labor resources required (software, equipment, facilities, etc)
- Period of Performance (start and completion estimated dates)
- Estimated Cost for the effort (before discovery)
- Identification of required data, security, equipment, facilities or vehicles

Figure 20-4 Innovation Proposal Process (partial view)

1		SEMI-ANNUAL REWARDS PROCESS (QTR 1-2 AND QTR 3-4)		
2		Meeting 1 - Review Innovation Proposal and Survey Requirements	WU Manager	Work Unit
3		<u>Innovation Assessment Survey</u>		
4		Meeting 2 - Determine Category for Innovation(s) to pursue	WU Manager	Work Unit
5		Category A -Significant gains in market share		
6		Category B - Significant gains in new products/services		
7		Category C - Significant gains in processes, facilities, or operations		
8		Category D - Other significant gains concepts or ideas		

INNOVATION REWARDS PROCESS – Steps 1 to 8

Figure 20-5 Innovation Proposal Survey

1		SEMI-ANNUAL REWARDS PROCESS (QTR 1-2 AND QTR 3-4)		
2		Meeting 1 - Review Innovation Proposal and Survey Requirements	WU Manager	Work Unit
3		Innovation Assessment Survey		

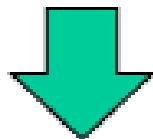


INNOVATION ASSESSMENT SURVEY QUESTIONS:

1. Documentation quality
2. Proposal Objective
3. Anticipated Results
4. Mission and Strategy Goals Accomplishment
5. Proposal Impact
6. Cost vs. Benefits
7. Labor resources availability
8. Non-labor resources availability
9. Decision (process ahead, disapprove, or other ideas)

Figure 20-6 Innovation Proposal Categories

1		SEMI-ANNUAL REWARDS PROCESS (QTR 1-2 AND QTR 3-4)		
2		Meeting 1 - Review Innovation Proposal and Survey Requirements	WU Manager	Work Unit
3		Innovation Assessment Survey		
4		Meeting 2 - Determine Category for Innovation(s) to pursue	WU Manager	Work Unit
5		Category A - Significant gains in market share		
6		Category B - Significant gains in new products/services		
7		Category C - Significant gains in processes, facilities, or operations		
8		Category D - Other significant gains concepts or ideas		



Innovation Category (A, B, C, D)

Figure 20-7 Innovation Proposal Meeting 3

Meeting 3 - Assign Team Members to Innovation Proposal Sections:	WU Manager	Work Unit
Proposal Title		
Description (up to one page)		
Objectives of the proposal		
Anticipated results (benefits to organization, customers, stakeholders)		
Mission and Strategic Goals (how project will help to accomplish these)		
Key personnel who would be involved (employees & contractors)		
Key non-labor resources required (software, equipment, facilities, etc)		
Period of Performance (start and completion estimated dates)		
Estimated Cost for the effort (before discovery)		
Identification of required data, security, equipment, facilities or vehicles		

MEETING 3 – ASSIGN TEAM MEMBERS TO PROPOSAL SECTIONS

Figure 20-8 Innovation Proposal Approval Process

26	Decision	LFT Decision (move ahead to Proposal Discovery or Rejection)	LFT	WU Manager
27		IF necessary, the LFT conducts the optional Innovation Proposal Assessment .		
28		IF Rejection, all effort ends here and no additional innovation rewards are allocated.		
29		IF GO, LFT Initiates Proposal Discovery (in-depth estimating)		
30		Estimating includes work planned, labor and nonlabor costs, the schedule for the implementation of the Proposal, and impact (if any) on ongoing workloads..		
31		Implement Innovation Proposal Discovery	LFT	Proposal Team
32		NOTE: The Discovery process budget and time limit is set by the LFT	LFT	Proposal Team
33		At end of Discovery, LFT review the results and makes Go or No-Go decision	LFT	Proposal Team
34	Reward	IF No-Go, all effort ends here and no innovation proposal rewards are earned.	LFT	Proposal Team
35		IF GO, the CEO announces the Work Unit's great work and awards a percent of the awards funds to the people in that work unit.		

Innovation Proposal Approval Process

Figure 20-9 OE21 INNOVATOR (Solutions Model)

Date Refreshed																																
11/25/2020																																
OE21 INNOVATOR Solutions Category Counts		Categories																														
0	Customers/Stakeholders	0.0%	<table border="1"> <caption>Categories</caption> <thead> <tr> <th>Category</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>CUSTOMERS/STAKEHOLDERS</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>EMPLOYEES/CONTRACTORS/VOLUNTEERS</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>LEADERS/MANAGERS</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>MACHINES/EQUIPMENT</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>MATERIALS/SUPPLIES/FACILITIES</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>METHODS/PROCEDURES/MEASUREMENT</td> <td>14</td> <td>100.0%</td> </tr> <tr> <td>PRODUCT/SERVICE/PROGRAM</td> <td>0</td> <td>0.0%</td> </tr> <tr> <td>OTHER</td> <td>0</td> <td>0.0%</td> </tr> </tbody> </table>			Category	Count	Percentage	CUSTOMERS/STAKEHOLDERS	0	0.0%	EMPLOYEES/CONTRACTORS/VOLUNTEERS	0	0.0%	LEADERS/MANAGERS	0	0.0%	MACHINES/EQUIPMENT	0	0.0%	MATERIALS/SUPPLIES/FACILITIES	0	0.0%	METHODS/PROCEDURES/MEASUREMENT	14	100.0%	PRODUCT/SERVICE/PROGRAM	0	0.0%	OTHER	0	0.0%
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METHODS/PROCEDURES/MEASUREMENT	14	100.0%																														
PRODUCT/SERVICE/PROGRAM	0	0.0%																														
OTHER	0	0.0%																														
0	Employees/Contractors/Volunteers	0.0%																														
0	Leaders/Managers	0.0%																														
0	Machines/Equipment	0.0%																														
0	Materials/Supplies/Facilities	0.0%																														
14	Methods/Procedures/Measurement	100.0%																														
0	Product/Service/Program	0.0%																														
0	Other	0.0%																														
14	<Total Categories	100.0%																														
11/25/2020																																
TARGET QUESTION																																
How do we provide Hockey Training at both 6PM - 8PM and 7PM to 9PM every Wednesday?		3. SOLUTION 1 - In ten words or less, describe your suggested solution to the problem described in the Target Question.		4. SOLUTION 1 Category - Please select the category that best fits with your suggested solution 1.																												
5. SOLUTION 2 - In ten words or less, provide another suggested solution to the problem described in the Target Question.																																
Organization Work Unit or Role	Solution 1	Solution 1 Categories	Solution 2																													
Hockey Work Unit Manager	Utilize Rink 3 from 6 PM to 8 PM and Rink 2 from 7 PM to 9 PM.	Methods/Procedures/Measurement	Split Rink 2 - some at one end; others at other end																													
Hockey Scheduling Supervisor	Rink 3 should be used between 6-8 PM, while Rink 2 is reserved for 7	Methods/Procedures/Measurement	Divide Rink 2 - a group at one extremity; the remaining at th																													
Hockey Equipment Supervisor	The time slot of 6-8 PM is allocated for Rink 3, and 7-9 PM is designa	Methods/Procedures/Measurement	Separate Rink 2 - a portion at one terminus; the rest at the																													
Hockey Events Supervisor	You can access Rink 3 from 6 PM until 8 PM, and Rink 2 from 7 PM u	Methods/Procedures/Measurement	Partition Rink 2 - a section at one end; the remaining sectic																													

Figure 20-10 Statistics Table (upper left side of Innovator Model)

Target Population	7
Sample Size Needed	7
# of Responses	7
Responses / Need	100.0%
	3.00%
	95%
	50%
	1.96

Figure 20-11 Categories (upper right side of Innovator Model)

OE21 INNOVATOR Solutions Category Counts	Categories	
0	Customers/Stakeholders	0.0%
0	Employees/Contractors/Volunteers	0.0%
0	Leaders/Managers	0.0%
7	Machines/Equipment	33.3%
0	Materials/Supplies/Facilities	0.0%
14	Methods/Procedures/Measurement	66.7%
0	Product/Service/Program	0.0%
0	Other	0.0%
21	<Total Categories	100.0%

Figure 20-12 Solutions (lower middle section of Innovator Model)

11/25/2020	
TARGET QUESTION	
How do we provide Hockey Training at both 6PM - 8PM and 7PM to 9PM every Wednesday?	3. SOLUTION 1 - In ten words or less, describe your suggested solution to the problem described in the Target Question.
Organization Work Unit or Role	Solution 1
Hockey Work Unit Manager	Utilize Rink 3 from 6 PM to 8 PM and Rink 2 from 7 PM to 9 PM.
Hockey Scheduling Supervisor	Rink 3 should be used between 6-8 PM, while Rink 2 is reserved for 7-9 PM.
Hockey Equipment Supervisor	The time slot of 6-8 PM is allocated for Rink 3, and 7-9 PM is designated for Rink 2.
Hockey Events Supervisor	You can access Rink 3 from 6 PM until 8 PM, and Rink 2 from 7 PM until 9 PM.
Hockey Rink Supervisor	Rink 3 is available for use during the 6-8 PM period, and Rink 2 can be utilized from 7-9 PM.
Hockey Services Supervisor	The designated hours for Rink 3 are 6 PM to 8 PM, while Rink 2 is open from 7 PM to 9 PM.
Hockey Training Supervisor	Employ Rink 3 between 6-8 PM and Rink 2 between 7-9 PM for your activities.