

# Strategic Lean Project Report



## Washington State Patrol Fire Training Academy Printing Costs Savings

**Agency:** Washington State Patrol – Fire Training Academy Division

**Partners and Customers:** Washington State Firefighters and Fire Departments

### Project Impact

The Fire Training Academy improved printing processes for classroom student controlled notes packets, resulting in a savings of \$15,127.88 and 74 employee hours annually.

The impact on this savings will result in additional funding being available for future training activities and upgrading in facilities and/or props for training firefighters across Washington State and thus making our Washington communities safer.

### Project Summary

Previously printing 192 student controlled notes packets for classes at the Fire Training Academy was taking on average 80 total man hours annually and costing \$19,571.52 to print these materials onsite.

The cost and time to print student controlled notes was costing a total of \$23,483.92 in materials and time compared to our target of less than \$10,000.00 annually, which we wanted to reach by 6/30/2018

The improvements the Fire Training Academy made were;

- Performed a GEMBA Walk and documented the amount of paper, ink, binders, tabs, and employee hours spent packaging student controlled notes.
- Calculated the cost and time spent on current processing of student controlled notes.
- Completed a Cause-and-Effect Diagram to determine causes for the amount of time and costs associated with printing student controlled notes.

### Project Results



**Cost**

Decreased cost associated with printing and packing student controlled notes **from** \$23,483.92 **to** \$8,356.04.



*Annual cost savings is \$15,127.88*



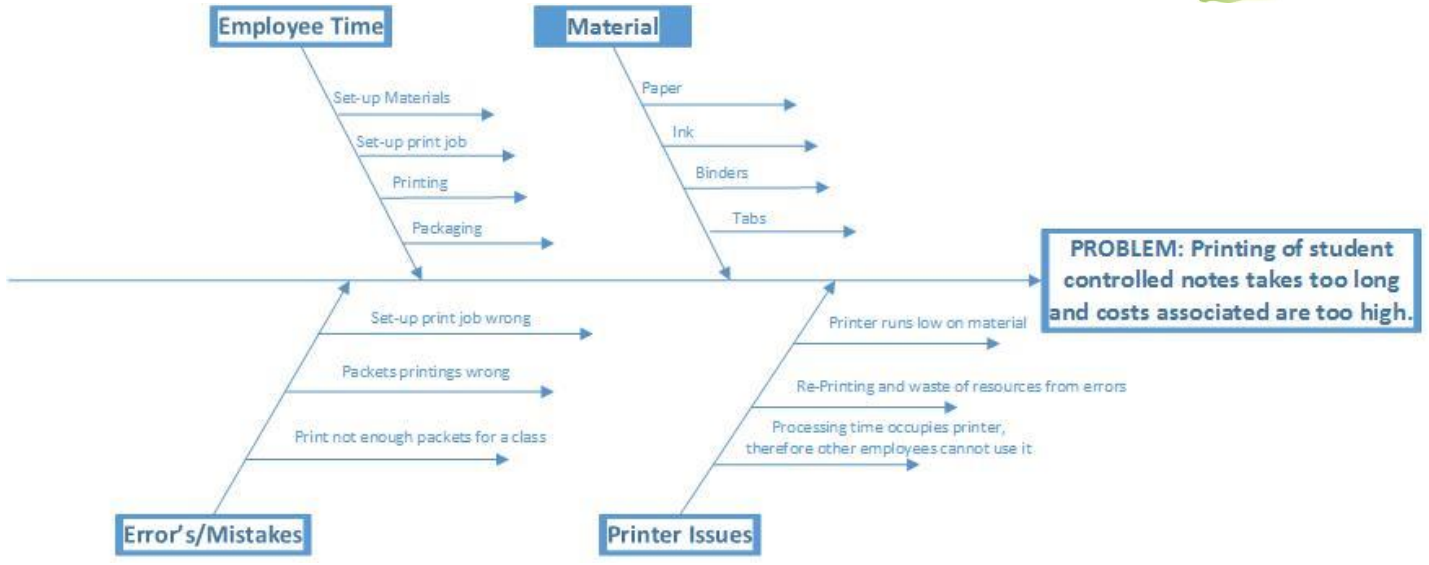
**Time**

Decreased employee hours spent processing student controlled notes **from** 80 hours **to** 6 hours.



*74 Employee hours saved annually*

# Strategic Lean Project Report



## Project Details

**Date improvement project was initiated: 3/11/2018**

**Project Contact:** Katie Rasmussen      **Email:** Katie.Rasmussen@wsp.wa.gov      **Phone:** 425-453-3000 ext 110

**Report reviewed and approved by:** Assistant Commander Kelly Merz