

"We Simplified Our Universe...
So That You Could Improve Yours"

Lean Business Leader and Entrepreneur Excursion

Lean Excursions for
Success and Sustainability



A division of CMA Enterprise
Incorporated



Greetings

We are proud to introduce our Innovation Center. **The Breakthru Institute (TBI)** is designed to serve as your Conduit to reducing and/or eliminating roadblocks that occasionally arise in our clients' business, talent base, leadership (any level), or processes. Our training experiences focus on best practices, techniques. We also bring into your universe practical tools that are easy to implement in your organization.

Our Training Institute is a wholly owned subsidiary of CMA Enterprise Incorporated and is called The Breakthru Institute. It houses approximately six academies of which one of them is our Lean Six Sigma Academy. Descriptions of the Lean courses follow this correspondence. It is an expansion of our current 25 year old brand and it gives us the latitude to "Explore the Obvious" through Edu-tainment.

We are in the classroom... We are virtual... And We are here to coach you when you want independent study. Our TBI website is www.breakthruinstitute.biz

We look forward to your favorable response and if you have any questions, please contact the undersigned at 954-476-3525 or Oliver Williams at 786-286-0010.

Kindest regards,

Gail P. Birks, EMBA, LMBB, IATA
Managing Director
Mediator

About Us



CMA Enterprise Incorporated is a Process and Performance Improvement Consulting firm. We specialize in raising your levels of maturity and enhancing your capability and capacity. Our approach is to use methodologies tied to the performance and process improvement disciplines that delivers AHA Moments™ again and again.

At CMA our reputation in the marketplace is that we are known for bringing our clients' organizations full circle so that we can move you forward. Our value proposition is ...

- Reliability
- Accuracy in Solutions Delivery
- Integrity
- Results Oriented
- Professional and Experienced

As a boutique Performance and Process Improvement Consulting Firm headquartered in Davie, Florida our clients receive a personal touch when it comes to service.

Our Team focuses on leading mid-sized and participating in teaming engagements that enables us to facilitate the following for our clients...

- *Mitigate challenging processes and performance issues within your organization,*
- *Facilitate Lean Six Sigma Certification Training and Project Coaching*
- *Recommend cost savings measures for ongoing sustainable improvement,*
- *Facilitate organization and workforce cultural transformation and diversity & inclusion framework,*
- *Enhance and identifying revenue streams when needed,*
- *Develop and/or review operating policies and Procedures for continuity and consistency in your operations,*
- *Maximize your leadership talent through one on one coaching and workforce training*
- *EEO Compliance Technical Assistance*
- *Resolve Conflict with proactive alternative dispute resolution*
- Project Management and Technical Assistance



Why Train with CMA's Lean Business Leader and Entrepreneur Program?

CMA offers a unique remedy that provides our clients with the ease of understanding the concepts and methodologies introduced. By simplifying our universe, we have been able to help you improve yours with sustainable results. Your ROI is immediate because with we provide you with the support you need to be successful in your Journey.

- CMA Excursions ensure that you are able to walk before you run
- CMA brings Lean Management to you translated into everyday business language
- Provide our clients with real time exposure to tools that can be easily integrated into daily activities
- Lean Leadership Coaching is simulated into the training through the case studies used. This aids in bringing a faster ROI to you and your organization because you are able to visualize the tools and methods introduced in real time.
- Compliments the technical aspects of your core competency by bringing the soft and administrative skills to your toolbox
- Our training team is comprised of experienced professionals and practitioners.

The Details...



This training even focuses on the Entrepreneur in today's Business Environment to who must be able to speak the language of their corporate and government clients in order to close the deal. Additionally, structuring your own organizations in a manner that is efficient and sustainable.

This **2-3 day course** is designed to assist emerging and seasoned business owners in growing their businesses and their workforce

What Will I Learn?

- The Voice of the Customer/Business
- Understanding Your Maturity and Capability Levels
- Heightening awareness of Time and Resource Waste
- Supply and Demand Forecast Modeling
- Building a Balanced and Sustainable Scorecard
- Building and Marketing Your Brand
- How to integrate and monitor your sustainable success

Intended Outcomes

- Innovative strategies for improving businesses of any size or industry
- Exposure to the universe of process and performance improvement
- Lean management tools that can be used in any decision scenario
- Building and /or expanding your vocabulary to converse "fluently" with your customers
- Raise confidence levels and empower leaders in your organization

Is there a Candidate Criteria?

Candidates should be in a leadership capacity business/organizations at least 5 years.

For more information please visit
www.breakthruinstitute.biz

Lean Business Leader Certification Training Topics

<i>The Voice of the Customer/ Business</i>	<i>Maturity and Capability Levels</i>	<i>Time and Resource Management</i>	<i>Supply and Demand Forecasting Models</i>	<i>Financial Measures</i>
<ul style="list-style-type: none"> • Force Field and Your Environment • Weighting the Risk of Status Quo (ERM) • Cultivating the Expectation Decision Tree • Understanding what is critical to business quality 	<ul style="list-style-type: none"> • Organization Diagnosis • Creating your visual factories • Understanding how our projects are sized • P-CMM • Team SWOTT/PEST Analysis • Management Accountability Scorecard • CMMI Models • Maturity Level Matrices • Negotiating Resolution • Managing within the Spider's Web 	<ul style="list-style-type: none"> • Time Value and Utility Functions • Determining Takt Time and Resource Allocation • Streamlining with SMED 	<ul style="list-style-type: none"> • Are we pushing or being pulled in the transaction journey • Setting up the poka yokes • What is our cost to carry? • Being prepared to run the production race 	<ul style="list-style-type: none"> • Understanding the Customer ROI • Know the Cost of Quality and Prevention • Managing the Operating/ Project Cost Analysis
<i>Building a Balanced Scorecard</i>	<i>Negotiating Your Winning Message</i>	<i>Bringing it all together</i>		
<ul style="list-style-type: none"> • Tacking the 7 Measures of Performance • Comprehending the "speak" of our Environment • Finding the Root Cause(s) 	<ul style="list-style-type: none"> • Know the "Cast of Characters" • Crafting the winning message 	<ul style="list-style-type: none"> • Composing your Sustainability Plan • Tracking your progress (or not) 		

Lean Business Leader and Entrepreneur Toolbox

<i>The Voice of the Customer/ Business</i>	<i>Maturity and Capability Levels</i>	<i>Time and Resource Management</i>	<i>Supply and Demand Forecasting Models</i>
<ul style="list-style-type: none"> • Force Field • Weighing the risk Status Quo • Expectation Decision Tree • Critical to Quality (CTQ) 	<ul style="list-style-type: none"> • Corporate Diagnosis Grid • Radar Chart • Four Styles of Situational Leadership • Maturity Level Matrix • Accountability Scorecard • Milestone Chart • CMMI Models • People Maturity Model • Negotiation/ Resolution Matrix • Visual Factory Toolkit • Project Sizing • Project Prioritization 	<ul style="list-style-type: none"> • Lean and Value Process Model • Takt Time Calculator • Time/ Utility Function • SMED 	<ul style="list-style-type: none"> • Economic Order (EOQ) • Stock/Document Processing and Run Rate Chart
<i>Building a Balanced Scorecard</i>	<i>Negotiating Your Winning Message</i>	<i>Bringing it all together...</i>	<i>Financial Measures</i>
<ul style="list-style-type: none"> • Strategic Development Plan • 7 Measures of Lean Performance • BOS/ KPI • Competitive Environmental Scan • Marketplace SWOTT • PEST Analysis • Ranking Counter Measures 	<ul style="list-style-type: none"> • Cast of Characters Analysis • Selling Points Matrix • Messaging Worksheet 	<ul style="list-style-type: none"> • Analysis of Cause • BOS/KPI Chart recap • Lean Business Leader Summary template • Milestone Chart • Status Report 	<ul style="list-style-type: none"> • ROI – Customer Relationship • Relationship Segment Profitability • Cost of Quality – Prevention



“We are the Organizers of Your Business Puzzle”

~Gail P. Birks, President



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