## Leader Standard Work - OCWI Deputy Chief

Month:

The same of the sa	Updated: 03/17/2021	,	A/M		Status	Projects	KMS	Owner	Target	Actual
A/M	Weekly 1	2 3 4	•	Daily		,				
. ,	Monday		A	Emails and Phone Calls						
Α	Review Data Update & Overdues									
Α	Review Visual Management									
М	Virtual Meeting with Units									
Α	OCWI Staffing Stats			Reoccuring	L					
Α	Review Projects & To Do's		М	Training Unit () 1-on-1 / Supervision Gemba						
Α	Review 45+ Check Sheets		М	ChildHelp () 1-on-1 / Supervision Gemba						
	Tuesday		М	16th Street () 1-on-1 / Supervision Gemba						
Α	Review Data Update & Overdues		М	Pinnacle Peak () 1-on-1 / Supervision Gemba						
Α	Review Visual Management		М	South Mountain () 1-on-1 / Supervision Gemb						
М	Virtual Meeting with Units		М	Glendale () 1-on-1 / Supervision Gemba						
Α	Review Projects & To Do's		М	SWFAC () 1-on-1 / Supervision Gemba						
			М	Mesa () 1-on-1 / Supervision Gemba						
			M	Alma School () 1-on-1 / Supervision Gemba						
	Wednesday		M	Ajo () 1-on-1 / Supervision Gemba						
Α	Review Data Update & Overdues		М	Valencia () 1-on-1 / Supervision Gemba						
Α	Review Visual Management		M	Oracle () 1-on-1 / Supervision Gemba						
M	Virtual Meeting with Units		M	OCWI Chief 1-on-1						
М	Child Protection Team Meeting		M	OCWI Unit Gemba Walks/Reviews						
Α	Review Projects & To Do's		M	OCWI Manager Meeting						
Α	Provide MA with # of Preventable Overdues		M M	Coaching with Statewide Lean Coach						
	Thursday			Business Review						
Α	Review Data Update & Overdues	$\bot$	M	OQI Steering Committee						
Α	Review Visual Management	$\bot$	M	SCIR Mapping Sessions (as needed)						
М	Virtual Meeting with Units	$\bot$								<u> </u>
Α	Review Projects & To Do's									ļ
		+ + + +								
Friday										
Α	Review Data Update & Overdues	$\bot \bot \bot \bot$								
М	OCWI Huddle Board Meeting									
М	Virtual Meeting with Units									
Α	OCWI Staffing Stats	$\bot \bot \bot \bot $		Semi-Annual and Annual						
Α	Projects & To Do's	$\bot \bot \bot \bot$	Aug	Statewide Joint Investigations Report						
Α	Protected Time to Prepare for Next Week	$\bot \bot \bot \bot$	Dec	Leadership Summit						
		$\bot \bot \bot \bot $		CC Tool Review and Update						<u> </u>
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	To Do's	ĺ	1-on-1 Topics
			Topics
			Unit Focus
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Notes/	Questions/Issues/Observations to bring up with specific people during next interaction	Į	12)
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