

**Lean Lite: Applying Lean Manufacturing Principles
to a Small Manufacturing Company**

Thursday, April 15, 2004

Presented by Ray Scott, CIRM, CPA

About the Topic:

“Lean” is not just for the big boys! Code 3, Inc., a small configure-to-order manufacturing company, adopted lean principles to improve customer responsiveness and enhance productivity. This presentation will discuss why they took the lean journey and will identify the changes made in manufacturing, scheduling and supplier management that proved successful for the company. Participants will learn specific strategies to improve the competitiveness and profitability of their small businesses.

Deliverables: Following this presentation, participants will be able to:

- Identify key principles of Lean Manufacturing
- Evaluate several Lean strategies for use in a small manufacturer
- Implement effective lean techniques with their supply chain

For Reservations Contact Phil Safka at (941) 486-0100 ext. 2024 or reservations@apicsgulf.org
PLEASE NOTE THAT WE MUST CHARGE “NO SHOWS” FOR THE PDM MEETINGS

About the Presenter

Ray Scott, CIRM, CPA, has served in a variety of roles throughout his twenty five year career, including Materials Management, Marketing, Customer Service, and Finance. Since 1993 Ray has headed the materials management function at Code 3, Inc., a manufacturer of emergency vehicle warning systems in St. Louis, Missouri. Prior to his current job, Ray held positions with bioMerieux, McDonnell-Douglas, AMAX Lead & Zinc, Anheuser-Busch Companies, Inc., and Coopers & Lybrand. He holds an undergraduate degree from the

University of Missouri at St. Louis and an MBA from Washington University.

Ray has been an APICS member since 1990, and received his Certificate in Integrated Resource Management in the initial CIRM class in 1993. He has served on the Board of Directors of the St. Louis Chapter since 1993 as Vice President – Finance, Executive Vice President, and, currently, as President of the Chapter. Ray has also instructed the Fundamentals course offerings for the Chapter. He has two sons to help schedule his spare time.

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THE NAVIGATOR is published monthly by the Florida Gulf Coast Chapter of APICS -- The Educational Society for Resource Management. THE NAVIGATOR is sent each month to members of the APICS Florida Gulf Coast Chapter. Annual subscription is included in the APICS membership dues. All material submitted for the May issue of THE NAVIGATOR is due by Wednesday, April 28th. Please address all correspondence to:

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Officer's Corner

Jim Brooksher, VP Marketing

My two cents worth

I have been active in APICS since I joined Tropicana. At first I became interested because I was "volunteered" to take an interest. Therefore, I spent the next two years taking classes on/off, studying independently and taking computer based exams. Finally, I achieved CPIM status and was ready to claim success and rest on my laurels. Thankfully, I came to my senses and was "revolunteered" to act as the Tropicana in-house resource for APICS. Thus, I began to coordinate classes, attend conferences and communicate the APICS Body of Knowledge within the company. Soon thereafter, I became involved with the local chapter. Since then I have worked on the education program and, most recently, the newsletter (yes you can thank or curse me for the content).

Since this is my two cents worth, I thought that I could offer a couple of observations. I am proud to say that your local Board members past and present, specifically Brad Voss, Phil Guercio, Tina Jensen and Katrien Dolk-Etz, have worked very diligently to create a viable, customer focused chapter that delivers a comprehensive set of educational benefits and programs to its membership. I am speaking specifically of the entire suite of APICS CPIM courses and the periodic training seminars. The benefits derived from these offerings are invaluable. It is amazing to discover that an entire "body of knowledge" exists that can help any size company (and individual) better understand manufacturing and service related systems and processes. I would encourage all of our membership to take advantage of these resources.

Second, get involved. Now is a great time to explore chapter opportunities. Elections for the new year will be held soon. If you have always had a burning desire to serve, but not the nerve, please contact any Board member. They will be happy to talk to you about available roles and responsibilities. It only takes a few committed individuals (like Tina, Katrien, George, Troy, Catherine and Phil) to help inspire and create a winning organization. We need more like them! Please answer the call and make the commitment! Your local chapter (and its membership) needs you!

BOD Member Profile

Jim Brooksher works at Tropicana as a Principal Engineer for Fruit and Juice. He has worked on various projects: ERP, plant floor transactional applications, network modelling and rail deployment. He is currently focused on developing and implementing a new resource scheduling application as well as learning a simulation application. Prior to working for Tropicana, Jim worked as a Materials Manager and a Production Manager for a chemical company in Atlanta. Jim lives in Bradenton with his beautiful wife (Alicia), son (Riley - 7), daughter (Rachel - 4) and Lucky the dog.

April Fundamentals Class

Fundamentals of Planning

Date: April 29 - June 3 (8 AM - 12 PM each Thursday)

Course Description: Covers concepts regarding:

1. Long-term and midterm sales and operations planning.
2. Master scheduling
3. Production and inventory management
4. Demand management and forecasting

May APICS/ISM Workshop

Standard Work versus Continuous Flow Class

Presenter: Bill Dejonghe

Date: May 20, 2004

Time: 1:00 PM - 5:00 PM (No lunch provided)

Location: PGT Industries in Nokomis

Cost: \$79 per person, \$59 per person with 3 or more people from the same company.

Workshop Description:

The May workshop is co-sponsored by both APICS and ISM. The workshop will be a four-hour, hands-on experience, which explores the usage of Standard Work versus Continuous Flow techniques in an actual manufacturing environment. The workshop and classroom experience allows the participants to "feel-the-pain" of an unorganized, inefficient operation while helping them to create a streamlined, more efficient, manufacturing process through the four phases of change.

June CPIM Class

Strategic Management of Resources

Date: June 7, 14 and 21, at PGT Industries in Nokomis from 8:00 am - 5:00 pm.

Course Description:

The Strategic Management of Resources (SMR) course focuses on the relationship of existing and emerging systems and technologies to the manufacturing strategy and the functions related to operations planning and control.

Course Objectives: The following topics will be discussed:
The SMR course is divided into three major areas:

1. Aligning Resources with the Strategic Plan
2. Configuring and Integrating the Operating Processes to
3. Implementing Change

CALENDAR OF EVENTS

APRIL PDM

DATE THURSDAY, APRIL 15, 2004

TOPIC **LEAN LITE: APPLYING LEAN PRINCIPLES**

IN A SMALL MANUFACTURING COMPANY

SPEAKERS RAY SCOTT

PLACE ROSEDALE COUNTRY CLUB

TIME 5:30PM REGISTRATION

COST \$15 FOR MEMBERS / \$25 FOR NON-MEMBERS
\$10 FOR STUDENTS

CONTACT EMAILTO:RESERVATIONS@APICSGULF.ORG

SEMINAR OF THE AMERICAS II

DATE APRIL 26 -27

PLACE DORAL GOLF RESORT & SPA - MIAMI, FL

COST CLM MEMBER \$600, NON-MEMBER \$750

PURPOSE A TWO DAY SEMINAR EXPLORES SUPPLY CHAIN REQUIREMENTS AND RAMIFICATIONS WITH THE FREE TRADE AREA OF THE AMERICAS (FTAA).

CONTACT CLM

SEMINAR REGISTRAR

2805 BUTTERFIELD RD, #200

OAK BROOK, IL 60523-1170

FAX: (630) 574-0537

OR EMAIL WWW.CLM1.ORG

FUNDAMENTALS OF PLANNING

APICS FUNDAMENTALS COURSE

DATE THURSDAYS, APRIL 29 - JUNE 3

PLACE PGT INDUSTRIES, NOKOMIS

TIME 8:00 AM - 12:00 PM

COST \$495

CONTACT JERRY KILTY, CPIM, CIRM (727) 725-7674
OR EMAIL CPIM@APICSGULF.ORG

STANDARD WORK VS CONTINUOUS FLOW

JOINT APICS/ISM WORKSHOP

DATE THURSDAY, MAY 20, 2004

PLACE PGT INDUSTRIES, NOKOMIS

TIME 1:00 PM - 5:00 PM

COST \$79 PER PERSON, \$59 PER PERSON IF 3 OR MORE

PRESENTER: BILL DEJONGHE, PALL AEROPOWER

CONTACT EMAILTO:RESERVATIONS@APICSGULF.ORG

STRATEGIC MANAGEMENT OF RESOURCES

CPIM REVIEW COURSE

DATE MONDAYS, JUNE 7, 14, 21

PLACE PGT INDUSTRIES, NOKOMIS

TIME 8:00 AM - 5:00 PM

COST \$525 INCLUDING PARTICIPANT GUIDE

CONTACT JERRY KILTY, CPIM, CIRM (727) 725-7674

OR EMAIL CPIM@APICSGULF.ORG

Resume Posting vs. Resume Distribution—Do YOU Know the Difference?

The electronic age has revolutionized the way job seekers and employers meet. The marvels of online automation take the volume of resume traffic to levels unimagined only a few years ago. With services to job seekers expanding continually, it's important to understand the different options available to increase the exposure of your resume to potential employers and recruiters. Two such services are Resume Posting and Resume Distribution. Do you know the difference between them? Let me explain:

1. Resume Posting

This is a service where job seekers post their resumes to a job board for paid subscriber employers and recruiters to find. This is a passive approach in that the employer or recruiter must find you within the resume database. They usually find you by calling up resumes via key words. The chances of their finding you depend greatly on your including all the appropriate key words in your resume.

This service is normally free to job seekers, and used only by those employers and recruiters who have paid a substantial fee to access the resumes. Years ago, when Monster and other similar job search boards were fairly new, I was a headhunter (rather than a resume writer as I am now). It cost me thousands of dollars just to look at resumes posted on one job board. So you can imagine what it must cost today! My point is, when you post your resume to an online resume posting service, not every employer or recruiter will find you, only those with the huge recruiting budgets. And that leaves out a good part of your target market.

2. Resume Distribution

This is actually opposite of a posting service. With a resume distribution, the job seeker has access to a select database of well-qualified employers and/or recruiters to email his/her resume to. This service does cost the job seeker a fee, usually anywhere from \$45 to several hundred. The advantages of a resume distribution over a posting are:

- It is a proactive strategy. You don't have to wait to be found.
- You have more control over who receives your resume.
- You can control how many employers/recruiters you contact—several hundred or several thousand—all at once.
- It is very quick and efficient. You submit your resume once and reach your entire targeted audience of employers and/or recruiters.

The quality of the service depends on the quality of the database of employers/recruiters the service maintains. Make sure the distribution service allows you to target the employers who receive your resume. At a minimum, you should be able to query the employer/recruiter database by industry, job function and geographic region. If the service offers no targeting capabilities, your resume may be sent out indiscriminately to employers and recruiters who do not match your employment criteria.

Let me caution you, for optimum resume distribution or posting effectiveness you'll want to make sure your resume is in tip-top shape. If you are not currently getting the response rate from your resume that you'd like, using a resume distribution service will only be marginally helpful, as it will merely be distributing a sub-standard resume to a larger group of people.

Both services, resume posting and resume distribution, are valuable strategies for your job search. Don't be turned off by the fact that one is free and the other you must pay for. The money spent on a good quality resume distribution will repay you over and over again with valuable job leads and introductions to influential recruiters.

Deborah Walker, CCMC
Resume Writer ~ Career Coach
Reach thousands of recruiters at www.AlphaAdvantage.com
Find resume tips in the article archive at www.AlphaAdvantage.com

Thank you
Deborah Walker, CCMC
888-828-0814
Deb@AlphaAdvantage.com

Individual Membership Application

Priority Code: 00APP

Please complete all sections. Please print or type.

Today's date: ____/____/____

Questions? Call APICS Customer Service at (800) 44-APICS (2742) or (703) 354-8851.

3 WAYS TO APPLY FOR MEMBERSHIP

FAX: Send this form (front & back) to (703) 354-8556 with your credit card number.

PHONE: Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30 a.m.—6:30 p.m., EST, Monday through Friday. Have your credit card ready.

MAIL: Return a completed application form by mail to:

APICS, Membership Dues
P.O. Box 75381
Baltimore, MD 21275

APICS USE ONLY
(DO NOT WRITE IN THIS SPACE)

BATCH #

CHECK AMOUNT \$

CHECK #

DUES AMOUNT \$

1. Member Information

APICS member or customer ID number? _____ CIRM CPIM CFPIM

Please print your legal name and address as they should appear on mail. Mr. Mrs. Ms. Miss

LAST NAME FIRST NAME MIDDLE INITIAL

Please check your preferred mailing address. Work Home

JOB TITLE COMPANY NAME

BUSINESS ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

BUSINESS PHONE BUSINESS FAX

HOME ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

HOME PHONE

Check here to exclude your name from rented or traded mailing lists. Telemarketing use of APICS mail lists by sources other than APICS is strictly prohibited.

The following information is requested for identification purposes only. This information is optional and will not be provided to any outside sources.

Female Male Date of Birth _____ Social Security Number _____

Please complete the demographics page (other side) and submit it with this application.

2. Society Dues (\$95.00 Plus Chapter Dues)

Society Dues* \$95.00

Place me in the [Florida Gulf Coast](#) chapter.

Chapter Dues \$35.00

Annual dues must include both Society and chapter dues.

(a) Total Membership Dues \$130.00

* A portion of your dues, a \$24 nondeductible value, supports your subscription to APICS – The Performance Advantage, and cannot be deducted from your dues amount.

SIG Membership

Check all SIGs you wish to join (SIG names and dues are subject to change).

Complex Industries (CI) Process Industries (PI) Small Manufacturing (SM) Constraints Management (CM)
 Remanufacturing (REMAN) Repetitive Manufacturing (RMG) Textile and Apparel (TA) Service (SVC)

(b) \$15 x _____ (no. of SIGs) = \$ _____

(c) I wish to join APICS for 1 year 2 years 3 years 4 years 5 years.

Total Dues (a + b) = \$ _____ x No. Years (c) = _____ = Total Amount \$ _____

3. Payment

Please submit payment in U.S. dollars only. Purchase orders are not accepted. APICS dues are not deductible as a charitable contribution for federal tax purposes, but may be deductible as a business expense. Please include member name and company name on check.

Check no. _____ is enclosed for \$ _____ (Checks must be made payable to APICS and drawn on a U.S. bank.)

Charge to: MasterCard VISA American Express Discover

ACCOUNT NO.

EXPIRATION DATE

APICS. Making Business Run Better

APICS - The Educational Society for Resource Management is a not-for-profit international educational organization respected throughout the world for its education and professional certification programs. With nearly 70,000 individual and corporate members in 20,000 companies worldwide, APICS is dedicated to using education to improve the business bottom line.

APICS is recognized globally as

- the source of knowledge and expertise for manufacturing and service industries across the entire supply chain - in such areas as materials management, information services, purchasing and quality.
- the leading provider of high-quality, cutting-edge educational programs that advance organizational success in a changing, competitive marketplace.
- a successful developer of two internationally recognized certification programs, Certified in Production and Inventory Management (CPIM) and Certified in Integrated Resource management (CIRM)
- a distribution center for hundreds of business management publications and educational materials.
- a source of solutions, support, and networking through local chapters, workshops, symposia, and the annual APICS International Conference and Exposition

Please provide the following demographic information by checking all of the square(s) applicable for each category.

4. Member Profile

a. Business Environment (Check one.)

- a. Manufacturing d. Academic
b. Service e. Government
c. Consulting

b. Industry Type of Your Division (Check all that apply.)

- | | |
|--|---|
| <input type="checkbox"/> a. Automotive | <input type="checkbox"/> n. Mining |
| <input type="checkbox"/> b. Aviation/Aerospace | <input type="checkbox"/> o. Transportation |
| <input type="checkbox"/> c. Communications | <input type="checkbox"/> p. Retail |
| <input type="checkbox"/> d. Defense | <input type="checkbox"/> q. Maintenance/Repair/
Operations |
| <input type="checkbox"/> e. Distribution | <input type="checkbox"/> r. Metal Fabrication |
| <input type="checkbox"/> f. Education | <input type="checkbox"/> s. Pharm/Chemicals |
| <input type="checkbox"/> g. Electrical | <input type="checkbox"/> t. Plastics/Rubber |
| <input type="checkbox"/> h. Electronics | <input type="checkbox"/> u. Textile/Apparel |
| <input type="checkbox"/> i. Health Care/
Med. Devices | <input type="checkbox"/> v. Lumber/Paper |
| <input type="checkbox"/> j. Food/Beverages | <input type="checkbox"/> x. Software/Hardware |
| <input type="checkbox"/> k. Furniture | <input type="checkbox"/> y. Utilities |
| <input type="checkbox"/> l. Glass | <input type="checkbox"/> 1. Biotechnology |
| <input type="checkbox"/> m. Graphic Arts | <input type="checkbox"/> 2. Machinery |
| | <input type="checkbox"/> z. Other _____ |

c. Industry Classification of Your Division (Check all that apply.)

- | | |
|---|--|
| <input type="checkbox"/> a. Job Shop | <input type="checkbox"/> e. Repetitive |
| <input type="checkbox"/> b. Process | <input type="checkbox"/> f. Discrete |
| <input type="checkbox"/> c. Remanufacturing | <input type="checkbox"/> g. Nonmanufacturing |
| <input type="checkbox"/> d. Assembly | |

d. Key Area of Responsibility (Check all that apply.)

- | | |
|---|---|
| <input type="checkbox"/> a. Distribution | <input type="checkbox"/> l. Quality/Service |
| <input type="checkbox"/> b. Inventory Control | <input type="checkbox"/> m. Human Resources |
| <input type="checkbox"/> c. Operations | <input type="checkbox"/> n. Mgmt. Info. Systems |
| <input type="checkbox"/> d. Materials Mgmt. | <input type="checkbox"/> o. Research &
Development |
| <input type="checkbox"/> e. Engineering | <input type="checkbox"/> p. Training/Education |
| <input type="checkbox"/> f. Sales/Marketing | <input type="checkbox"/> q. Supply Chain |
| <input type="checkbox"/> g. Finance/Accounting | <input type="checkbox"/> r. Self-Employed |
| <input type="checkbox"/> h. Professional Services | <input type="checkbox"/> s. Planning/Scheduling |
| <input type="checkbox"/> i. Shipping/Receiving | <input type="checkbox"/> t. Forecasting |
| <input type="checkbox"/> j. Production Control | <input type="checkbox"/> u. Logistics |
| <input type="checkbox"/> k. Purchasing | |
| <input type="checkbox"/> z. Other _____ | |

e. Your role in Product Acquisition (Check all that apply.)

- a. Recommend d. Buy
b. Specify e. None
c. Authorize

f. Your Job Title/Function (Check one.)

- a. Senior Management
(CEO/VP/General Mgr./Plant Mgr.)
b. Department/Divisional Management
(Materials Mgr./Operations Mgr./Director)
c. Functional Management
(Systems Analyst/Scheduler/Planner)
d. Other Resource Management Professional

g. Number of Employees at Location (Check one.)

- a. Under 100 d. 500-999
b. 100-249 e. 1,000+
c. 250-499

h. Why Are You Joining APICS?

- (Check all that apply.)*
- a. Networking
b. Career enhancement/professional development
c. Certification
d. Recommended by _____
e. Discounts on educational offerings
f. Keeping up with industry developments
g. APICS publications/magazines
h. Chapter activities
i. Recommended by employer
j. All of the above.
z. Other _____

i. Membership Involvement (Check all that apply.)

- Please indicate the chapter activity in which you would like to participate.
- a. Education f. Seminars
b. Publicity g. Treasurer
c. Programs h. Secretary
d. Membership i. Newsletter
e. Employment

j. How many years have you been in the resource management field?

- 4 yrs. or less 5-8 yrs 9-14 yrs. 15+ yrs.

APICS does not currently participate in or contribute to any lobbying efforts.

Questions? Call APICS Customer Service at (800) 444-APICS (2742) or (703) 354-8851, 8:30am - 6:30pm EST Monday through Friday.

Job Opportunities

Eaton Corporation

Account Managers

Description: Functions as the primary focal point for customer related inquiries and represents the voice of the customer within the division. Provides customer service in matters pertaining to RFQ's, order entry, order accuracy, expedites, other maintenance, returns and coordination of customer requirements. Develop and maintain relationships with the customer representative that will foster additional growth opportunities as an extension of our outside sales force. Spokesperson for the plant in all phases of direct customer contact. Awareness of both plant capabilities and the customer needs and balance the customer needs with the plant's current capabilities to achieve on time delivery.

Qualifications: Understanding of quality requirements in order to interpret specific customer quality clauses. Experience working with Government contracts. Prefer candidate to have experience in aerospace customer service, order fulfillment, planning and scheduling. APICS certification. Four year degree or 2 year degree and 3-5 years related experience. Previous customer service is required.

Please contact:

JauntyRutter@eaton.com.

eEducation with QMS

Check out the schedule below for the latest eOfferings from QMS, your Florida Gulf Coast Chapter APICS CourseWare Preferred Provider

QMS eCPIM & eCIRM Courseware Module Release Dates

CPIM Module Release Dates

DATE MODULE

3/1/04 EXECUTION & CONTROL OF OPERATIONS

5/1/04 STRATEGIC MANAGEMENT OF RESOURCES

CIRM Module Release Dates

DATE MODULE

2/1/04 DELIVERING PRODUCTS & SERVICES

4/1/04 INTEGRATED ENTERPRISE MANAGEMENT

CONTACT EMAIL TO: QMSjerry@ij.net or call Jerry or Tom Kilty at (727) 725-7674

Company Coordinators

ASO CORPORATION

Lee Stephens (941) 379-0300

BOARS HEAD PROVISIONS

CINDA WHALEY (941) 955-0994

EATON AEROSPACE

MARCUS TAYLOR (941) 751-7113

FLORIDA GULF COAST UNIVERSITY

ELIAS KIRCHE (941) 590-7325

FOX ELECTRONICS

Joe Denison (941) 693-0099

HONEYWELL

Melissa Little (941) 360-6100

PGT INDUSTRIES

Jeff Cordes, CPIM
(941) 486-0100

TELEFLEX ELECTRONIC SYSTEMS

Carol Mosley (941) 907-1000

TROPICANA

Gene Griffin, CPIM
(941) 742-3250

Interested in learning more about APICS and what's happening in your local chapter? Contact your Company Coordinator! If your company isn't listed contact [George Pastujov](mailto:George.Pastujov), VP Membership, to find out how you can help.

A Company Coordinator promotes APICS within their own company by:

- Defining the benefits of membership.
- Explaining the certification programs.
- Circulating the monthly meeting announcement and offering to make the necessary reservations.
- Posting schedules of seminars, certification review courses and fundamentals classes.
- Leading by example and attending as many Professional Development meetings as possible.

Benefits of being a Company Coordinator:

- Earn 2 points/year towards CPIM maintenance.
- Professional growth by learning about all the programs that APICS Florida Gulf Coast has to offer and participating in those programs.
- Personal growth in helping your colleagues develop their professional skills.



Florida Gulf Coast Chapter
c/o Jim Brooksher, CPIM
Tropicana Products, Inc.
1001 13th Ave. East



April PDM – Lean Lite: Applying Lean Manufacturing Principles to a Small Manufacturing Company

LOCATION:	Rosedale Country Club - Bradenton, FL	DATE:	April 15, 2004
SPEAKER:	Philip Guercio - CPIM, CIRM	TIME:	5:30pm Registration
COST:	\$15 members / \$25 non-members / \$10 students		6:00pm Dinner
			6:30pm Presentation

Directions to the April PDM at Rosedale Country Club:

From Bradenton:

Take 301 Southeast. Turn left onto SR-70. Continue on SR-70 past I-75. Turn left onto 87th Street East (Rosedale's entrance). Follow the signs to the CC clubhouse.

From Naples:

Take I-75 north to Exit 217A (old 41A) SR-70. Turn right onto SR-70. Turn left onto 87th Street East