

Collin County Going the **Extra Mile (GEM)** Recognition Form

Honoree's Name: Kim Alvarado

Honoree's Job Title: Court Administrator

Department: Collin County District Courts and County Courts At Law

Years of Service with the County: 7

Why the Honoree is receiving a GEM Award including dates:

Since the COVID-19 Pandemic, Ms. Alvarado has been working for the courts literally 24/7 addressing ever need that arises. Specifically, she proactively secured PPE and sanitation supplies for all county and district courts. She coordinated with the Budget and IT Departments to make sure the judges and court staff have the equipment and software needed to hold remote proceedings and prepare for in-person jury trials.

Doing so enabled the courts to remain open and serve litigants' needs during an unprecedented pandemic that put numerous strains on judicial services to operate safely. Ms. Alvarado has anticipated and prevented adverse outcomes related to the operation and procedural changes due to COVID-19.

Ms. Alvarado has kept us current on technological updates and has proactively researched and implemented solutions that solve many new challenges facing the courts. She did all of this while consistently and professionally handling her usual workload including making progress on several critical judicial projects in the pipeline before the pandemic.

Despite the sometimes-overwhelming challenges that the pandemic has brought on, Ms. Alvarado continues to be a reliable and high performing professional who goes the extra mile.

Approved by elected official or department head on the 29 day of September 2020.

Emily Miskel
Signature of Elected Official
or Department Head

Emily Miskel
Printed Name

Corinne A. Mason
Signature of Elected Official
or Department Head

Corinne A. Mason
Printed Name