

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Catherine Lee
First Name Middle Initial Last Name

Honoree's Job Title: Deputy County Clerk II

Department: County Clerk - Treasury

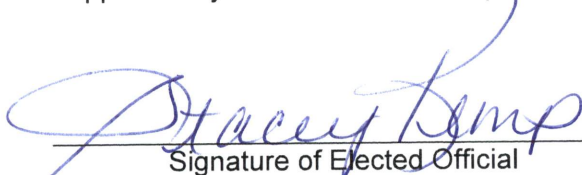
Years of Service with the County: 7 years

Why the Honoree is receiving a GEM Award including dates:

At the beginning of Covid, Cathy's teammate was sent to work from home for safety and distancing. This put the majority of the daily tasks on Cathy to complete.

Cathy was newer to the role and still being trained on some areas but she never missed a beat. Cathy has come to work every day with a positive attitude and a willingness to help. She's made sure that all of the daily tasks are completed on time and accurately. Cathy helped transition to a new check distribution process to reduce touches and time spent. During this time, she also helped train and assist a new supervisor. In a time where it would be easy to be overwhelmed, Cathy definitely showed to be an asset to the team!

Approved by elected official or department head on the 23rd day of Sept, 20 20



Signature of Elected Official
Or Department Head

Stacey Kemp, County Clerk

Printed Name