

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Kara Adams
First Name Middle Initial Last Name

Honoree's Job Title: Functional Analyst

Department: Collin County Court at Law Clerks

Years of Service with the County: 24 years

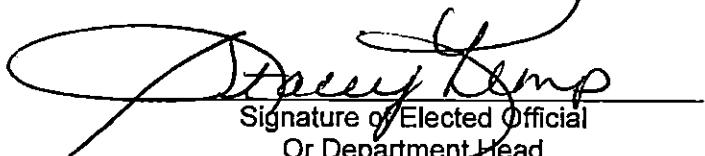
Why the Honoree is receiving a GEM Award including dates:

I would like to recognize Kara for her exceptional leadership, adaptability, and commitment to the County Court at Law Clerks office. Kara has consistently provided critical support and stability to both the criminal court clerks team and the Senior Administrator. She has been readily available to assist wherever needed, including covering dockets, addressing disposition/judgment and CJIS-related questions or corrections, and supporting quality control and financial adjustment processes.

Kara also played an integral role in training two new lead clerks within the criminal court section. In the absence of an established lead, she independently provided guidance and maintained team stability without requiring additional direction. Her support included helping set up quality control reports, managing the Cases Without Future Hearings report, maintaining audit documentation, ensuring non-disclosures are reported, and assisting with docket and Odyssey/e-file queues, among many other responsibilities. Her deep expertise in the criminal division has been an invaluable asset to the team. Kara's reliability, insight, and initiative have helped ensure continuity and progress within the department, even amidst ongoing transitions.

I am so proud to have an employee like Kara on my team and the county is better for having her onboard as well.

Approved by elected official or department head on the 30th day of September, 2025



Signature of Elected Official
Or Department Head



Printed Name