

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Coline Wood

Honoree's Job Title: Legal Secretary 2

Department: District Attorney

Years of Service with the County: 16

Why the Honoree is receiving a GEM Award including dates:

Due to the volume of bond forfeiture cases and e-file requirements, Coline Wood, on her own initiative, created templates for each bonding company with their own unique ID. Now instead of having to add all the bonding company information in e-file, we can just add the template, saving filing time for each new petition. That is significant with approximately 3,000, bond forfeiture filings each year. Coline also trained a new employee in the division and assisted with special projects on top of her other normal duties.

Approved by elected official or department head on the 30th day of September 2022



Signature of Elected Official
or Department Head



Printed Name