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Collin County

**Human Resources** Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Tammy Mueller

Honoree's Job Title: Senior Admin.

Department: District Clerk's Office

Years of Service with the County: 5Y

Why the Honoree is receiving a GEM Award including dates:

Tammy has gone above and beyond to ensure that the District Clerks office has the tools

And understanding to take on the role of Magistrate Clerks. She has worked endless hours

Developing processes and procedures for the District Clerk's office to stay in compliance

With this new process. She has worked closely with the new Magistrate Judge, Clerks and the

JP's office clerks and our own functional analyst to ensure there was a smooth transition from

JP to District Clerk. She came in on weekends to get a better understanding of the process. With

Her dedication to the new process all problems were taken care of in a timely manner.

Approved by elected official or department head on the 9<sup>th</sup> day of October 11th, 2019



Signature of Elected Official  
or Department Head

Lynne Finley  
Printed Name