

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Carla Kirkpatrick
First Name Middle Initial Last Name

Honoree's Job Title: Detention Officer

Department: Classification

Years of Service with the County: 24 years

Why the Honoree is receiving a GEM Award including dates:

Officer Carla Kirkpatrick has served with the Collin County Sheriff's Office for 24 years and is currently assigned to the Classification Division. In addition to her primary duties, Officer Kirkpatrick was assigned to assist in managing the Out of County Housing (OOCH) responsibilities, a critical and demanding role. She effectively oversees the logistical management on average 153 inmates with a high level of proficiency. Her responsibilities in this role are extensive and include: responding to inmate requests for those housed out of county; maintaining consistent communication with external agencies as well as with CCSO medical; meticulously reviewing the general population to identify candidates for out-of-county housing; organizing supporting documentation; coordinating inmate communication within divisions; and developing logistical movement lists for the Texas Department of Criminal Justice and our court system. Officer Carla Kirkpatrick's determination and eagerness to learn new tasks distinguish her from others. She consistently hits the ground running and never complains about the workload; her strong work ethic speaks for itself. Officer Kirkpatrick has proven to be reliable, adaptable, driven, and selfless when presented with new challenges or ideas. Her consistent and valuable contributions to these ever-evolving responsibilities are commendable, and for these reasons, I am proud to recommend her for Employee of the Month.

Approved by elected official or department head on the 2nd day of July 2025

Jim Skinner
Signature of Elected Official
Or Department Head

Jim Skinner, Sheriff
Printed Name