

Collin County

Going the Extra Mile (GEM) Recognition Form

RECEIVED
11 FEB - 7 AM 10:13
HUMAN RESOURCES

Honoree's Name: LAURA SCHMID / 2316

Honoree's Job Title: CRIMINAL JUSTICE INFORMATION SPECIALIST

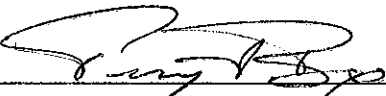
Department: SHERIFF'S OFFICE

Years of Service with the County: 6

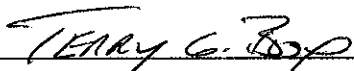
Why the Honoree is receiving a GEM Award including dates:

SEE ATTACHED DOCUMENTATION

Approved by elected official or department head on the 28th day of JAN, 20 11



Signature of Elected Official
or Department Head



Printed Name



COLLIN COUNTY

OFFICE OF THE SHERIFF
4300 Community Avenue
McKinney, TX 75071

Terry G. Box, Sheriff

Date: January 26, 2011

To: Major Palmisano

From: Tonya Smith, Records Manager

RE: GEM AWARD for Laura Schmid

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I would like to nominate Laura Schmid for a GEM Award. From November 12, 2010 until January 24, 2011 she covered the Transfer desk in the warrants section while [REDACTED] was on maternity leave. Laura volunteered to complete this task and had minimal training before [REDACTED] left on leave.

During this time period Laura did an outstanding job. She picked up the job tasks quickly and came to her supervisor with any questions. During this time period she worked well with all outside agencies to ensure all of the transfers were complete and error free. She completed all time sensitive matters efficiently and communicated with Lt. Thornhill on all matters.

Lt. Thornhill advised she was a pleasure to work with and kept the work flow moving eliminating any hardship made by [REDACTED] absence. (His memorandum is attached.)

Laura demonstrated self initiative and a dedication to the section by going above and beyond to complete the tasks asked of her efficiently and without complaint.

Recommend Approval Palmisano

Agree, R. Box
1-27-11

OK T. Box
1-28-11
1/27/11