

Collin County

Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Shana Ward
First Name Middle Initial Last Name

Honoree's Job Title: Information Clerk

Department: Sheriff's Office / Detention

Years of Service with the County: 12

Why the Honoree is receiving a GEM Award including dates:

Between June and August of 2022, the Information Clerk position was reduced to 50% staffing. During this time, Shana Ward went above and beyond, not only working with her peers to fill every opening but working numerous days in which she would otherwise have had a weekend. This position is not paid overtime and nevertheless, Shana worked diligently and with a great attitude throughout.

For her dedication to service to the public during what could be a difficult part in their lives, and ensuring those we serve we always greeted in a way that demonstrates the Sheriff's Office's mission, I wish to recognize Shana Ward as Going the Extra Mile.

Approved by elected official or department head on the 17th day of Aug, 2022


Signature of Elected Official
Or Department Head

Jim Skinner
Printed Name