

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Shannon Poe
First Name Middle Initial Last Name

Honoree's Job Title: Admin Secretary

Department: Sheriff's Office

Years of Service with the County: _____

Why the Honoree is receiving a GEM Award including dates:

On May 7, 2019, the Sheriff's Office Command staff funded an employee appreciation picnic for the entire Sheriff's Office staff. Shannon Poe and Katie Elder volunteered to coordinate the event. They spent many hours developing the menu, buying and preparing food, setting up tables, decorating, and many other tasks associated with organizing a function of this magnitude.

They managed this event while also performing their primary duties. Their selfless dedication to the employees of the Sheriff's Office did not go unnoticed. Without their help, this event would not have been a success.

Approved by elected official or department head on the 5th day of June, 20 19

Jim Skinner

Signature of Elected Official
Or Department Head

Jim Skinner

Printed Name