

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Sharon Adams

Honoree's Job Title: Admin Secretary

Department: Sheriff's Office/Detention

Years of Service with the County: 13 yrs.

Why the Honoree is receiving a GEM Award including dates:

Sharon Adams recently took leadership on the Enterprise Fax transition developing a procedure to ensure that all items in the inbox are handled appropriately.

Sharon assists her coworkers on a daily basis and especially keeps the ball rolling when these employees take a day of PTO. Sharon also assists all detention personnel when they travel, to ensure that their travel documents are filled out accurately. Sharon's dedication to assist anyone in need is appreciated.

John G. Box
Approved by elected official or department head on the 19th day of June, 20 15


Signature of Elected Official
or Department Head

Terry G. Box
Printed Name

I recommend approval
6-17-15