



COLLIN COUNTY

OFFICE OF THE SHERIFF
4300 Community Avenue
McKinney, Texas 75071

Jim Skinner, Sheriff

Date: February 06, 2018
To: Assistant Chief Deputy Terry McCraw
From: Captain Christopher Perepiczka
Subject: GEM Award Nomination – Jail Case Coordinator Tonya Smith

I would like to nominate Collin County Sheriff's Office – Detention Facility Jail Case Coordinator Tonya Smith for a "GEM" Award. I have come to this recommendation based upon the following facts that I have observed and worked directly with.

Beginning in August of 2017 until February 2018, Mrs. Smith has been assisting Detention Administration with research, preparation, and presentations for the 2019 Budget for the Detention Division. The assistance that Mrs. Smith has provided cannot be given its due credit in this nomination for this award. Mrs. Smith has been conducting reporting involving inmate population, population growth trends, Texas Department of Criminal Justice transfers, statistics involving arrest to housing times, criminal incident statistics, and countless other figures that were vital for preparing a product for presentation. These figures were not only in the written form, but also in a visual aid as well. Mrs. Smith was able to reflect an enormous amount of physical data into a relatable figure, which was visually appealing and understandable. Notwithstanding, Mrs. Smith also conducted and completed all other assigned duties in a highly accurate and timely fashion.

Without the assistance of Mrs. Smith, the Detention Facility would not have had a professional and appealing product for submission to the citizens and commissioners of Collin County. Therefore, I recommend that Jail Case Coordinator Tonya Smith be awarded a Collin County GEM Award.

*I Concur with Captain Perepiczka.
I agree! Alt 2/6/18 Jim 2/6/18*

Sheriff's Office (972) 547-5100 Admin (972) 547-5108 FAX (972) 547-5304
Detention (972) 547-5200 Metro (972) 424-1433 FAX (972) 547-5301

*Approved. JSS
2/8/18*

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Tonya K Smith
First Name Middle Initial Last Name

Honoree's Job Title: Jail Case Coordinator

Department: Detention Facility

Years of Service with the County: 27 years

Why the Honoree is receiving a GEM Award including dates:

See Attached Document

Approved by elected official or department head on the _____ day of _____, 20 _____

Signature of Elected Official
Or Department Head

Printed Name