

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Brandi Clark
First Name Middle Initial Last Name

Honoree's Job Title: Accounts Clerk

Department: Tax Office, Accounting

Years of Service with the County: 2

Why the Honoree is receiving a GEM Award including dates:

The week of September 18, 2023, Brandi carried the entire Motor Vehicle side of Accounting single-handedly. Under normal conditions, there are three employees to handle the Motor Vehicle Accounting workload. With one position vacant and another employee out of the office, Brandi was left to carry the workload on her own. In addition, the Finance Operations Supervisor was unexpectedly out all week as well.

Brandi managed to complete all the duties of her normal position while at the same time completing the essential duties of the absent employees. She coordinated and recruited the help of employees on the Property Tax side of Accounting so that all work was completed on a timely basis.

Brandi did all this expertly and with a positive, independent attitude. A lot was asked of her and she went the extra mile and rose to the occasion.

Thank you, Brandi, for a job well done!

Approved by elected official or department head on the 28th day of Sept, 2023

Kenneth L. Maun

Signature of Elected Official
Or Department Head

Kenneth L. Maun

Printed Name