

Collin County
Going the **Extra Mile (GEM)** Recognition Form

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

Honoree's Job Title: Title Specialist

Department: Tax Office

Years of Service with the County: 2 years

Why the Honoree is receiving a GEM Award including dates:

When we reopened after a brief closure due to Covid-19, Shannon stepped up and monitored the door. She was instrumental in organizing the line of people, directing them to the correct line and only allowing a certain number in the building so that social distancing could be accommodated.

These were trying times and Shannon was extremely helpful and was willing to do whatever needed to be done, sometimes without being asked.

Approved by elected official or department head on the September day of 30, 20 20

Kenneth L. Maun
Signature of Elected Official
Or Department Head

Kenneth L. Maun
Printed Name