

Collin County  
Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Darla Wright

Honoree's Job Title: Court Administrator CC@ Law 4

Department: CC@ Law 4

Years of Service with the County: 13

Why the Honoree is receiving a GEM Award including dates:

see attached document

Approved by elected official or department head on the 4 day of August, 2017

C.R.H.  
Signature of Elected Official  
or Department Head

C.R.  
Printed Name

For years Ms. Darla Wright has voluntarily assumed the duties of scheduling for the county courts at Law auxiliary court. Her duties include coordinating with all the courts to make sure the auxiliary courtroom is reserved and maintained. This involves dealing with all the county and district courts as well as with any other county department wishing to reserve the courtroom.

At the start of 2017 she also took on the responsibility of coordinating and scheduling for pool bailiffs for all the county courts. Now, if a bailiff/court officer needs time off they contact Darla Wright. She, in turn, coordinates with the jail staff to see if a pool bailiff is available to honor the request. If the request can be accommodated Ms. Wright fills the schedule and notifies the requesting court. If the request cannot be filled, she notifies the individual court to see what alternative options are available. This involved interacting with individual county courts, jail staff, and sometime district courts. She then maintains the schedule and handles all other incoming requests.

Ms. Wright does an exemplary job handling all the moving parts in the scenario and has never requested additional compensation. Her, above and beyond, attitude deserves recognition and I nominate her for the GEM award.