

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: ___Paul Garrison_____

Honoree's Job Title: _Records Tech II_____

Department: ___Records_____

Years of Service with the County: _12____

Why the Honoree is receiving a GEM Award including dates:

I am nominating Paul Garrison due to his positive attitude, taking initiative and going above and beyond the call of duty. Before I started with Collin County he took lead to keep the Records Dept. functioning effectively. After I arrived, when I requested his assistance with how many licenses we had for LaserFiche, not only did he provide that information in a timely manner, he took the initiative to track use of the concurrent licenses without me even requesting that information. This information has proved very helpful.

He is always, kind, courteous, professional and efficient when asked to assist me, as well as with our customers. He thinks outside the box and when he mentioned he might have found shelving the Records Dept. could use (desperately needed). He worked with S.C.O.R.E. Officer Ella Evans to get this expedited and now we have shelving.

We are very fortunate to have a person with such integrity and resourcefulness on our team.

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

Caren R. Skipworth

Signature of Elected Official
or Department Head

Printed Name

MEMORANDUM FOR THE RECORD

On 10/10/54, the following information was received from the [redacted] regarding the [redacted] of the [redacted] in the [redacted] area.

The [redacted] advised that the [redacted] was [redacted] on [redacted] at [redacted] and [redacted] on [redacted] at [redacted].

The [redacted] further advised that the [redacted] was [redacted] on [redacted] at [redacted] and [redacted] on [redacted] at [redacted].

The [redacted] advised that the [redacted] was [redacted] on [redacted] at [redacted] and [redacted] on [redacted] at [redacted].

The [redacted] advised that the [redacted] was [redacted] on [redacted] at [redacted] and [redacted] on [redacted] at [redacted].

James A. Stewart

Very truly yours,
[redacted]