

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Isabel Ortiz
First Name Middle Initial Last Name

Honoree's Job Title: CJIS Clerk

Department: Sheriff's Office Support Services Division

Years of Service with the County: 1.5

Why the Honoree is receiving a GEM Award including dates:

I recommend Isabel for a GEM Award as a result of her overwhelming support and help during the void of a CJIS Supervisor. In fact, Isabel was willing to step-up and assumed a much larger role in the daily operations of the Support Services Records/Warrants Section.

During that time, Isabel was able to easily identify issues that were needed to be addressed by management. She has not only identified those issues, but often offered solutions to those problems.

As a result of Isabel's willingness to take on more responsibility, middle management's oversight has been better to bring about a more desire work product in this particular area. It is also worth noting, that her peers supported her temporary leadership and reacted with positive attitudes during that period of time. This is an indicator of the level of skills and leadership she brings to the organization.

I consider Isabel an employee to be easily developed for a larger role such as being promoted to a supervisory position. Isabel's short tenure with the Sheriff's Office has been very successful and productive for the organization.

Approved by elected official or department head on the 18th day of July, 20 17


Signature of Elected Official
Or Department Head

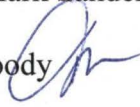
Jim Skinner
Printed Name



COLLIN COUNTY

OFFICE OF THE SHERIFF
4300 Community Avenue
McKinney, Texas 75071

Jim Skinner, Sheriff

Date: June 23, 2017
To: Commander Pam Palmisano
Deputy Chief Mark Sanderson
From: Captain Jim Moody 
Re: Isabel Ortiz

I wish to recommend Isabel for the Sheriff's Commendation Award as a result of her overwhelming support and help during the void of a CJIS Supervisor. In fact, Isabel was willing to step-up and consequently she assumed a much larger role in the daily operations of the records section.

During that time, Isabel was able to easily identify issues that were needed to be addressed by management. She has not only identified those issues, but often offered solutions to those problems.

As a result of Isabel's willingness to take on more responsibility, middle management's oversight has been better to bring about a more desired work product in that particular section. It is worth noting that line-staff have supported her temporary leadership and reacted with a positive attitude during that timeframe. This is an indicator of the level of skills and leadership she brings to the organization.

Overall I consider Isabel an employee to be brought along in developing for future opportunities. Isabel's short tenure with the Sheriff's Office has been successful and very productive for the organization.

Finally, Isabel has accepted with grace and maturity the hiring of the new CJIS Supervisor and readily seeks opportunities to assist her. This alone speaks volumes of her character and commitment to the organization.

Recommend Approval Palmisano 6/28/17

APPROVED MS

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Detention (972) 547-5200 Metro (972) 424-1433 FAX (972) 547-5301