Collin County
Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Nicole (First Name) D. (Middle Initial) Garcia (Last Name)

Honoree's Job Title: Court Coordinator

Department: 494th District Court

Years of Service with the County: 1 year and 9 months

Why the Honoree is receiving a GEM Award including dates:

October 2025 - Nicole created an instruction binder complete with how to information for certain tasks related to the court, contact information, and court policy. This binder contains valuable information which any member of the staff can access for assistance in handling matters when Nicole is not available.

November 2025 – Nicole suggested a juror thank you note to be sent to all jurors who served on our jury trials. The letter expression our gratitude for their service on the jury and how important of a role they play. This resulted in receiving positive feedback from our jurors as well as excellent representation of Collin County.

10/2025-9/2026 – Nicole has trained the Court's Bailiff to run OCA closure audits and dismissal dockets to increase the efficiency of the Court. She continues to suggest ways to optimize the Court docket and streamline processes to efficiently handle a heavy docket (Collin County Court filings have increased nearly 30% in the last 3 years (per statistics released by the OCA)). Nicole is always punctual, professional, and a true team player.

Approved by elected official or department head on the 28th day of September ,20 26

Signature of Elected Official
Or Department Head

Kathryn L. Pruitt
Printed Name