

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Alicia Douglas
First Name Middle Initial Last Name

Honoree's Job Title: Legal Clerk I

Department: Justice Court 3

Years of Service with the County: 1.6

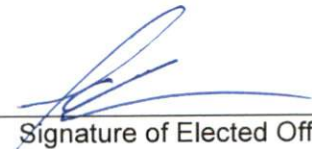
Why the Honoree is receiving a GEM Award including dates:

Alicia Douglas has gone above and beyond in her role managing post-judgment remedies and receiverships, tackling one of the most complex and challenging areas of the court. Handling garnishments, writs of execution, and receiverships requires a deep understanding of intricate legal documents, and Alicia has taken the initiative to master these details. Her willingness to invest time in learning and perfecting her role has made her a key resource, ensuring that these complicated processes run smoothly and accurately.

Alicia regularly steps up to assist the front counter staff and often volunteers to work the front counter when needed, showing her team-oriented mindset and dedication to supporting her colleagues. She is also actively cross-training on the debt claims desk, broadening her expertise and increasing her ability to assist in various areas of the court. Her proactive approach to learning and willingness to help wherever needed make her a versatile and dependable team member.

Alicia has also taken the initiative to research old cases, meticulously verifying that all documents were processed correctly and ensuring that no details were overlooked. This dedication to quality and precision highlights her commitment to excellence. Her initiative, flexibility, and eagerness to support her team, combined with her ability to handle complex filings, make her a standout performer deserving of the GEM award.

Approved by elected official or department head on the 2 day of Oct, 20 24



Signature of Elected Official
Or Department Head

Michael Missildine Ph.D.

Printed Name