

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Scott Grigg
First Name Middle Initial Last Name

Honoree's Job Title: Legal Clerk I

Department: Justice Court 3

Years of Service with the County: 12

Why the Honoree is receiving a GEM Award including dates:

Scott Grigg has proven himself to be an indispensable asset to Justice Court 3 through his versatility and commitment to excellence in all his roles. As the clerk responsible for handling electronically filed cases and overseeing all administrative hearings, Scott balances multiple complex duties with precision and professionalism. He regularly steps in to assist his co-workers whenever needed, and his support ensures that operations continue seamlessly during busy times.

Scott's dedication is evident in his proactive efforts to tackle a time-consuming project of researching and closing out old cases. Despite the demands of his regular responsibilities, he willingly takes on this additional workload, demonstrating his strong work ethic and commitment to keeping the court's records accurate and up-to-date. His efforts in this area have made a noticeable impact, freeing up resources and reducing the court's caseload.

In addition, Scott prepares the deposit and opens and closes the safe in the absence of the Court Administrator and other supervisors. His reliability and ability to take initiative have made him a go-to resource whenever extra support is needed. Whether stepping in to help colleagues or diving into detailed research projects, Scott consistently goes the extra mile. His contributions, flexibility, and willingness to take on new challenges make him a deserving recipient of the GEM award.

Approved by elected official or department head on the 2 day of Oct, 2024



Signature of Elected Official
Or Department Head

Michael Missildine Ph.D.

Printed Name