

# Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Emily Chan  
First Name Middle Initial Last Name

Honoree's Job Title: Detention Training Sergeant

Department: Sheriff's Office PSS

Years of Service with the County: 8 Years

Why the Honoree is receiving a GEM Award including dates:

Sgt. Emily Chan is highly deserving of Employee of the Month recognition for her outstanding dedication, professionalism, and commitment to the Detention training. As the Detention Training Sergeant, Sgt. Chan has gone above and beyond during the past month by effectively performing the work of two positions successfully managing jail training for new hires while also overseeing the Detention Field Training Program. Her leadership and work ethic have ensured that new detention officers receive thorough, consistent, and high-quality training, even under increased workload. Sgt. Chan consistently shares her extensive detention knowledge with the PSS team, always making herself available to assist, mentor, and support others whenever needed. In addition to her professional responsibilities, Sgt. Chan has demonstrated exceptional compassion and teamwork. Most recently, she provided meaningful support to a fellow co-worker during a difficult time, exemplifying the values of integrity, service, and care that define our organization. Sgt. Chan's unwavering dedication, selflessness, and willingness to go above and beyond make her an outstanding role model and a true asset to the Professional Standards Section. Her efforts have had a positive and lasting impact on both staff and operations, making her a well deserving recipient of Employee of the Month Award.

Approved by elected official or department head on the 15th day of Dec, 2025

Jim Skinner  
Signature of Elected Official  
Or Department Head

Jim Skinner, Sheriff  
Printed Name