

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Shannon Poe
First Name Middle Initial Last Name

Honoree's Job Title: Budget Tech

Department: Sheriff's Office - Support Services Bureau

Years of Service with the County: 10 years

Why the Honoree is receiving a GEM Award including dates:

Sheriff's Office Budget Tech, Shannon Poe has been working diligently with the Sheriff's Office Detention, Law Enforcement and Support Services bureaus of the Collin County Sheriff's Office for compliance with asset resource verification and inventory.

Budget Tech Shannon Poe has assisted in coordinating the implementation of new software that tracks the issuance of county resources/assets. Budget Tech Poe has worked directly with the County Auditor's Office to physically identify and label county highly attractive assets throughout all bureaus of the Sheriff's Office and at off-site locations.

Budget Tech Poe has further assisted in auditing and updating the Sheriff's Office policy and procedures involving the tracking of assets to ensure compliance with standards. Budget Tech Poe has been instrumental in ensuring the working relationship with other county departments in the audit process and protection of county assets.

Approved by elected official or department head on the 29th day of July, 2026

Jim Skinner
Signature of Elected Official
Or Department Head

Jim Skinner, Sheriff
Printed Name