

Collin County Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Carla Kirkpatrick
First Name Middle Initial Last Name

Honoree's Job Title: Detention Officer

Department: Jail Operations - Classification

Years of Service with the County: 23 Years

Why the Honoree is receiving a GEM Award including dates:

On 07-31-2024 Platoon 3 was short all of their Arraignment Officers. Officer Carla Kirkpatrick overheard a conversation about the shortage of staff and volunteered to conduct Arraignment so the shift wouldn't fail. Officer Carla Kirkpatrick reverted back to her training and conducted this challenge without hesitation; she hasn't practiced the duty act of the Arraignment Officer since 2021. Officer Carla Kirkpatrick created the Arraignment list by running reports in Odyssey, gathered packets (supporting documents, criminal histories, and criminal raps), presented the packets to the Arraignment staff, answered questions from Court staff, updated Odyssey/bond amounts, and completed the hard copies for all physical files. Not only did Officer Carla Kirkpatrick conduct arraignment for the AM and PM arraignment times, she did this while training an officer from platoon 3. Officer Carla Kirkpatrick exceeds her normal duties, often making her job look easy. Officer Carla Kirkpatrick's work ethic and willingness to assist with different task encourages those around her. With this being said, I would like to nominate Officer Carla Kirkpatrick for a GEM (Going the Extra Mile) award for acting outside of her normal and assigned duties.

Approved by elected official or department head on the 12th day of Aug, 2024

Jim Skinner
Signature of Elected Official
Or Department Head

Jim Skinner, Sheriff
Printed Name