Collin County
Going the **E**xtra **M**ile (**GEM**) Recognition Form

Honoree's Name: Dan (First Name) | (Middle Initial) | Cates (Last Name)

Honoree's Job Title: Housing Lieutenant

Department: Detention

Years of Service with the County: 21 years, 11 months

Why the Honoree is receiving a GEM Award including dates:

In June 2016 a committee was formed (Odyssey Incident Reporting Committee). Lieutenant Cates was recommended and selected by his supervisors to be member of the committee. This committee was tasked with researching, testing, and implementing the conversion of all jail incident reporting from a manual paper process to a fully electronic reporting system using the Odyssey jail management system. This committee provided countless hours of their time, in addition to their regularly assigned duties, implementing this process, which included inputting and assigning user and system rights and roles, inputting jail disciplinary information and processes, testing functionality, and training the entire Detention Bureau consisting of approximately three hundred employees. This process was successfully implemented in January 2017 and will serve not only to expedite a previously cumbersome process, but to provide the County a substantial financial savings by eliminating the waste of paper, printing supplies, and employee productivity time spent filing. rsh7

Approved by elected official or department head on the 2nd day of Feb ,20 17

Signature of Elected Official
Or Department Head

Jim Skinner, Sheriff
Printed Name

Great Job!
JM