

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

Honoree's Name: Shannon Martin

Honoree's Job Title: Caseworker

Department: CSCD

Years of Service with the County: 2 years

Why the Honoree is receiving a GEM Award including dates:

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Shannon Martin has gone above and beyond for the Indirect Unit for the past 2 months. She is certified in ICOTS (Interstate Compact Offender Tracking System) cases and has assisted in the training of 2 new caseworkers in this area. She also fully trained the newest caseworker in our unit in all areas of the job. This is not a job duty of a caseworker but due to Shannon's knowledge of the job, she was able to step up and do this as the indirect unit was short staffed and supervisors were busy handling down caseloads. Also while training, Shannon prepared her own caseload to be transferred to other caseworkers as she is being promoted to an officer position. Furthermore during this time, she assisted another supervisor in the unit (not her own) in working cases on a down caseload as needed. Without Shannon's assistance, the Indirect Unit would have been further behind than it already was. Her efforts have been very much appreciated and are deserving of a GEM award.

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Approved by elected official or department head on the 23rd day of Aug., 2018



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Signature of Elected Official  
or Department Head

Yoon Kim

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Printed Name