Collin County
Going the Extra Mile (GEM) Recognition Form

Honoree's Name: Kelly Boliter

First Name | Middle Initial | Last Name

Honoree's Job Title: Jail Case Officer

Department: Sheriff's Office

Years of Service with the County: 2 years 1 month

Why the Honoree is receiving a GEM Award including dates:

On December 1, 2015, Kelly began assisting with the processing of new Sheriff's Office and Jail employees. She was temporarily reassigned to the Professional Standards Section at the Sheriff's Office where she filled in for another employee as a result of that person's extended absence. During this two-month period, Kelly scheduled and facilitated the hiring of 18 new Sheriff's Office employees by working directly with the sheriff's office investigators, human resource personnel, outside doctors, polygraph examiners, and other vendors involved in the hiring processes. It is worth mentioning, that during this time-period there were two separate holidays that closed offices and vendor sites for several days. Consequently, her attitude and exemplary performance was paramount in accomplishing huge results in a very short timeframe.

Considering that she produced an outstanding job product while learning a new position speaks to her intelligence and skills. Furthermore, she continued performing other daily tasks in addition to the hiring of employees. I personally observed her stay after work on many occasions to finish projects. Thus considering the totality of her accomplishments I recommend further praise by recommending her for this award is in order.

Finally, she was able to evaluate and recommend changes to the hiring processes that shortened the time frame for hire.

I Recommend Yes I AGREE NR

Signature of Elected Official
Or Department Head

Terry G. Box
Printed Name