

COUNTY OFFICES WITH RESTRICTED ACCESS

IN THE INTEREST OF PUBLIC HEALTH – EFFECTIVE MARCH 18, 2020 UNTIL FURTHER NOTICE GLOUCESTER COUNTY OFFICES WILL REMAIN OPEN; PUBLIC ACCESS IS RESTRICTED.

- All departments are prepared to deliver services to residents through phone, online, and/or email as well as making drop boxes available for required paperwork delivery.
- The drop-boxes will be available in the front of all buildings or in the secured vestibules.
- Please visit www.gloucestercountynj.gov for news updates

The respective departments can be reached by the following phone numbers:

Gloucester County Administration Building

2 South Broad Street, Woodbury, NJ 08096

- **Department of Administration**
Chad Bruner, Administrator
Phone: (856) 853-3275 Fax: 856-251-6794
cbruner@co.gloucester.nj.us
- **Treasury & Finance Operations**
Tracey Giordano, CFO
Phone: 856-853-3353 Fax: 856-251-6778
tgiordano@co.gloucester.nj.us

American Job Center

215 Crown Point Rd, Thorofare, NJ 08086.

Michelle Shirey, Executive Director - Workforce Development Board

Phone: (856) 384-6963 Fax: 856-384-6938

mshirey@co.gloucester.nj.us

Public access is closed until further notice. Please visit our website at:

<https://careerconnections.nj.gov/careerconnections/> or via phone at 856-384-3700

Gloucester County Animal Shelter

1200 N Delsea Drive, Clayton, NJ 08312

Bill Lombardi, Director

Phone: 856-881-2828 Fax: 856-881-0538

blombard@co.gloucester.nj.us

Under the guidance of The Gloucester County Board of Chosen Freeholders, Health Department, Office of Emergency Response and the State of New Jersey the GCAS will temporarily stop in-person visits and walk-ins and will remain closed to the public until further notice.

- All of our animals will continue to be cared for during this time and receive the same, great care during this time.
- When the GCAS doors open again, the shelter will offer discounted adoption fees and get of our furry friends to their forever homes.
- Still accepting online adoption applications.

The Gloucester County Animal Shelter can be reached at 856-881-2828 or by visiting our website at www.gloucestercountynj.gov.

Gloucester County Budd Boulevard Offices

115 Budd Blvd., West Deptford, 08096

- **Department of Economic Development**
Tom Bianco, Director
Phone: 856-384-6930 Fax: 856-384-6938
tbianco@co.gloucester.nj.us
- **Division of Senior Services**
Leona Mather, Director
Phone: 856-384-6900 Fax: 856-686-8343
lmather@co.gloucester.nj.us
- **Division of Human & Disability Services**
Lisa Cerny, Director
Phone: 856-384-6842 Fax: 856-384-6849
lcerny@co.gloucester.nj.us
- **Superintendent of Schools**
Avé Altersitz, Interim Executive County Superintendent of Schools
Phone: 856-686-8375 Fax: 856-686-8387
ave.altersitz@doe.state.nj.us

Gloucester County Clayton Complex Offices

1200 N Delsea Drive, Clayton, NJ 08312

- **Public Works Department**
Vince Voltaggio, Director
Phone: 856-307-6400 Fax: 856-307-6415
vvoltaggio@co.gloucester.nj.us
- **Tax Assessor**
Craig Black, Assessor
Phone: 856-307-6445 Fax: 856-384-6447
cblack@co.gloucester.nj.us

Gloucester County Clerk

1 North Broad Street, Woodbury, NJ 08096

James Hogan, Clerk

Phone: 856-853-3259 Fax: 856-853-3327

hpool@co.gloucester.nj.us

Public Access - Old Courthouse

- As of 03.17.2020 (4:00pm) and until further notice, all title searchers will be prohibited from working at the Old Courthouse. The County Clerk's 20/20 land record system is fully functional online and free of cost to users. In the case that a searcher may require documents that are not available online, appointments will be accommodated.
- Public access has been restricted from the following offices:
 - Front Office
 - Record Room
 - Deputy's Office
 - Quality Control
 - Fiscal Unit
 - Records Management
- All public is being directed to Room 102, where the Chief of Staff will facilitate services. All other doors have been locked, signage has been posted and stanchions are put into place to exercise recommended social distancing. (The Chief Clerk is the back up to the Chief of Staff.)
- The Chief of Staff will contact the Chief Clerk and/or Administrative Clerk respectively depending upon required services. There will only be three (3) staff members that will have one on one contact with the public. The Chief Clerk/Administrative Clerk will provide the required services.

- The County Clerk will swear in all notaries that come into the facility. Appointments will be made for all notaries that call the office. The County Clerk will make accommodations to swear in notaries at their workplace or home.
- Seasonal employment has been temporarily halted.

Monroe satellite office

- Closed until May.

Public Access – County Store

- The Gloucester County Store at the Deptford Mall is closed as of 3/18/2020. Please contact the County Clerk's Office for further assistance. 856-853-3259.

Public Access – Election Division

- The Election Division is open and operating normal hours and will remain so pending further restriction.

Environmental hygiene protocols and social distancing practices have been put into place.

Gloucester County Superintendent of Elections/Board of Elections

550 Grove Road, West Deptford 08066

Stephanie Salvatore, Superintendent

Phone: (856) 384-4500 Fax: 856-251-1645

ssalvatore@co.gloucester.nj.us

Open with restricted public access

Gloucester County Libraries

389 Wolfert Station Road

Mullica Hill, NJ 08062

Ralph Bingham, Director

Phone: 856-223-6000 Fax: 856-223-6039

reference@gcls.org

Per NJ Executive Order No. 107 and Administrative Order No. 2020-3, all branches of the Gloucester County Library System (Glassboro, Greenwich, Logan, Mullica Hill, and Swedesboro) are **closed indefinitely**.

GCLS is waiving all late fees and will be automatically extending due dates of all books and library materials that are checked out through April 30th. Book drops at all library branches continue to be closed. Please do not leave library books and materials outside our doors. Keep all library materials until we reopen.

Holds will no longer be able to be placed on physical materials until further notice. All holds that are already available on-shelf will be automatically extended to prevent them from expiring. When the library reopens, those items will still be available for pickup.

Our librarians are available via email at reference@gcls.org and via chat at www.gcls.org during the following hours:

Monday through Thursday: 10:00 AM to 9:00 PM

Friday and Saturday: 10:00 AM to 5:00 PM

Sunday: 1:00 to 5:00 PM.

Our digital resources and materials are still available for your entertainment, education, and information 24-hours a day, seven days a week. Enjoy free eBooks, audiobooks, movies, music, magazines, and more by visiting our website at www.gcls.org.

The safety of our patrons and staff is always our first priority, and we appreciate the continued support of our community members during this time.

Gloucester County Parks (Atkinson, Redbank Battlefield, and Scotland Run)

254 County House Road, Clarksboro, NJ 08020

Phone: 856-251-6710 Fax: 856-251-6749

crose@co.gloucester.nj.us

Gloucester County Parks (Atkinson, Redbank Battlefield and Scotland Run) will be closed until further notice. Gloucester County Parks (Atkinson, Redbank Battlefield and Scotland Run) will be closed until further notice.

The Gloucester County Board of Chosen Freeholders, under an Executive Order from the State of New Jersey, are closing all county parks until further notice.

All Gloucester County parks will close beginning April 7, 2020 at 8 p.m. This includes:

- Greenwich Lake Park Tomlin Station Rd, Greenwich Twp. 08027
- James G. Atkinson Memorial Park 138 Bethel Mill Rd, Sewell 08080
- Redbank Battlefield 100 Hessian Ave, National Park 08063
- Scotland Run Park 980 E Academy St., Clayton 08312

Under Executive Order No. 118, no access to parks will be permitted. Fishing at Scotland Run Park and Greenwich Lake Park is not permitted.

The Gloucester County Parks of Recreation is supplying lesson plans on our parks' history and nature discoveries for families while they practice social distancing at home.

To view the lesson plans or get updates from Gloucester County on COVID-19, please visit <http://gloucestercountynj.gov/alerts/default.asp>

Gloucester County Board of Social Services

400 Hollydell Drive Sewell, NJ 08080

Katie Doyle Director

Phone: 856-582-9200 Fax: 856-582-6587

kdoyle@co.gloucester.nj.us

- County residents who want to apply for SNAP food assistance, or cash assistance under the Work First New Jersey program can do so online at <https://www.njhelps.org/>. We will be conducting interviews by phone, so you do not need to come into the office to apply for benefits.
- Work First New Jersey cash assistance clients who are due for their case to be reviewed in March or April automatically will get a 60-day extension. You do not need to come into the office.
- If you are a Work First New Jersey cash assistance client or a SNAP food assistance client, work activity requirements are temporarily suspended. If your activity is still open and you still want to attend, you may continue to do so. If you were not assigned an activity or your activity is no longer available or accessible due to the public health situation, you will not lose cash assistance or food assistance for not going to your work activity. This includes the GA 28-day protocol. If you are in the middle of your protocol, you do not need to continue to attend your work activity.
- After agency hours, **call 2-1-1** if you need to find an emergency shelter, avoid homelessness, or find help staying in your home.
- **If you still need to come into the office for an appointment or to drop off documents, we are still open, but we recommend that, if possible, you apply online and do not come to the office.** If you need to drop off paperwork, we have a drop box available in the front of the Division of Social Services at 400 Hollydell Drive Sewell, NJ.
- The following additional phone lines and email accounts have been set up to make for a smooth transition:

Agency Contact Phone Numbers:

SNAP, TANF and General Assistance Applications and General Questions: 856-256-2146

SNAP, TANF, and General Assistance Renewals: 856-256-2195

New Jersey Familycare: 856-256-2221

ABD Medicaid (Age, Blind, Disabled): 856-256-2290

Emergency Services: 856-256-2113

Work First New Jersey: 856-256-2285

Child Support: 856-256-2227

Recovery/Investigations: 856-256-2237

Agency Email Addresses:

To submit information for a SNAP Application: snapinitial@gloucestercountynj.gov

To submit information for a TANF OR GA Application: tanfgainitial@gloucestercountynj.gov

To submit information for a SNAP, TANF OR GA Renewal: snaprecert@gloucestercountynj.gov

To submit information for NJ Familycare: familycare@gloucestercountynj.gov

To submit information for ABD Medicaid (Aged, Blind, Disabled): adultmedicaid@gloucestercountynj.gov

Gloucester County Surrogate Court

17 North Broad Street, Woodbury, NJ 08096

Giuseppe Chila, Surrogate

Phone: 856-853-3283

Fax: 856-853-3311

surrogate@co.gloucester.nj.us

- In person applications are suspended until further notice.
- Pursuant to the direction from Chief Justice Stuart Rabner and the County Administrator, the Court is limiting physical interactions in the courts to protect the public and to ensure the safety of court staff.
- During this time the Surrogate Court will continue daily operations of business for the public by telephone, fax, mail and email. Emergency situations will be handled on a case by case basis. Intake forms are available on our website and can be printed out for your convenience. Additionally a drop box for incoming mail and inquiries will be provided for the public.
- All search inquiries should be done by phone, fax or email.
Telephone: 856-853-3282
Fax: 856-853-3311
Email: surrogate@co.gloucester.nj.us
Mail: PO Box 177, Woodbury, NJ 08096

Gloucester County Office of Veterans Affairs

The Gloucester County Offices At Five Points

211 County House Road Sewell, New Jersey 08080

Duane T. Sarmiento, Director

Phone: (856)401-7660

Fax: (856)232-1836

vets@co.gloucester.nj.us

Open with restricted public access

Gloucester County VA Clinic

211 County House Road, Sewell, NJ 08080

1-877-823-5230

Business Hours: Monday through Friday 8am - 4:30pm (appointments are required)

OPEN TO THE PUBLIC NO RESTRICTIONS

Pitman Golf Course

501 Pitman Road, Sewell, NJ 08080

Orist Wells, Manager

856-589-6688

gcgolf@co.gloucester.nj.us

CLOSED until further notice. All areas will be closed to our patrons including the golf course, practice putting green and the driving range.