



BOARD OF CHOSEN FREEHOLDERS  
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RITA SHADE SIMPSON  
Clerk of the Board/Administrator

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Mr. Philip Lewis  
105 Stockington Road  
Woodstown, NJ 08098

Dear Phil:

This is a difficult time for each of you, I know. There is little I can say that can comfort you as the County prepares to close the JTPA office and restructure services in accordance with the federal directive. You have been dedicated in your performance, and each member of the Board of Chosen Freeholders is deeply appreciative.

I am hopeful that the County will be able to minimize the impacts of the layoffs by offering jobs to staff members whose skills will match the reconfigured positions at the One Stop Career Center, and by transferring other employees to vacancies.

Please call me at any time if you wish to discuss the JTPA closing, the One Stop Career Center to be housed at Salem Community College's community center in Salem, or opportunities for continued employment within Salem County government.

Warmest regards,

Rita Shade Simpson  
Clerk of the Board/Administrator