



Rockdale County Local Emergency Planning Committee (LEPC) Meeting Minutes

August 4th, 2025 @ 1:00pm
C.E. Steele Community Center
Conyers, Ga

Attending: Brandy Hunt, Gerald Woodridge, Jim Tudor, Rebecca Hill, Richard Davis, Tracey Miller, Brandon Marlow, Allyson Born, John Bandzul, Dexter Porter, Jacoby Claudor, Billy Burrell, Sharon Webb, Atasha Murry, Ben Garcia, Cheryl Garcia.

Call to Order

- Meeting called to order by Chairman at 1:01pm
- Pledge of allegiance was recited.
- A moment of silence was held.
- Review and approve the minutes for July.

Approval of Previous Meeting Minutes (July 7th, 2025)

- Motion to approve by Allyson Born.
- Seconded and approved unanimously.

Citizen Recommendations

- Review and discuss citizens recommendations regarding presentations by local businesses with their passer communication plan.
- Gerald's thoughts:
 - Additions to the committee to make their presence more known.
 - Have facilities that own and operate hazardous materials come and do a presentation on their plan, process, and what's included in that plan.
 - Gerald is "50, 50 on that because all the plans pretty much be the same".
 - Suggests having the fire marshal office come in and present best practices.
 - Next month, the fire department could show their step-by-step processes for doing a facility.
 - After that, a business could share their plans.
- Concern about making business plans public due to security and intellectual property.
- Chief Marlow will present on how to do that presentation.



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Town Hall Meetings

- Review and discuss the need for town hall meetings.
- Town hall meetings could encourage more participation from businesses outside the LEPC.
- The goal is to get back to the openness of the first meeting.
- Suggests holding a town hall in the fall, towards October, after establishing presentations.
- Advertise the town hall to encourage more outside participation.
- "That's the only way that the LAPC or any LAPC would be successful is to continue to grow and have that outside type of participation."
- Getting businesses involved is critical.
- The biggest challenge is how to generate interest from local businesses.
- The original LEPC had great buy-in, but it disbanded after COVID and EMA moving away from fire.
- After Biolab, there was a lot of interest, but it has died down.
- It's hard to get businesses excited and to participate.
- From a business perspective, it's about sales and how to sell the importance of participation.
- Suggests finding a day for a town hall that's not necessarily within the meeting schedule.

Suggestions for Increasing Participation

- Hold meetings later in the evening and offer dinner or refreshments to attract attendees.
- Focus on providing information rather than adhering to strict meeting formalities.
- Increase active lobbying efforts to encourage businesses to participate.

Past Business Involvement

- Businesses that were involved in the past: Biola, Pratt Industries, Hill Phoenix, ABC Compound, and Biochem.



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- It's important to establish relationships with new leadership in these companies.

Benefits of Business Involvement

- Businesses can find potential plant operators through community involvement.
- Transparency can help mitigate negative public perception during incidents.
- Partnership approach with businesses, especially safety representatives, is beneficial.

Current Outreach Efforts

- The chair is conducting visits and distributing cards with basic information about the LEPC.
- Cards can be placed in lobbies to increase visibility.
- A link to the LEPC will be added to the EMA page, including meeting agendas and minutes.

LEPC Responsibilities in ESF Annex

- Assist with development and maintenance of the ESF 10 annex, providing input and suggestions.
- Coordinate with public safety response agencies (Fire, Rescue, Sheriff's Office, Conyers Police Department, EMA, Georgia Emergency Management).
- Work with facility owners to ensure accurate HAZMAT data is incorporated into e-plans.

Additional Responsibilities

- Identify facilities storing/transporting hazardous substances and evaluate community risk.
- Maintain/review Tier 2 hazardous chemical inventory data annually.
- Collaborate with regional and state ESF 10 coordinators to align plans.

Further Responsibilities

- Ensure compliance with the Emergency Planning and Community Right to Know Act.
- Facilitate public access to chemical hazard information (Tier 2 reports, SDS/MSDS sheets).



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- Assist in developing and executing HAZMAT-related training programs and drills.

Final Responsibilities

- Evaluate HAZMAT capabilities and resource gaps through after-action reports.
- Maintain a resource inventory of HAZMAT response equipment, PPE, and specialized personnel.
- Support coordination between local agencies and mutual aid partners during hazmat responses.
- Support public alert and warning systems related to hazardous materials releases.
- Help develop public messaging templates and education materials for chemical emergencies.

Website

- There is no specific website for the Rockdale LEPC.
- A link will be added to the EMA page for the LEPC to provide information to the public.

Meeting Agenda and Responsibilities

- The meeting agenda will be published at least five days before the meeting.
- If anyone has changes to the responsibilities, they can email them to either the speaker or the chairperson before the September meeting.
- The speaker mentioned the importance of having an LEPC, especially in Rockdale County, given the presence of industry.
- The speaker plans to use internal business contacts to involve more people and improve participation.

Safety Topic: Importance of Safety Data Sheets (SDS)

- Safety Data Sheets (SDS) are a requirement from the EPA for companies with hazardous chemicals.
- SDS provides first aid procedures, firefighting techniques, spill procedures, and recommended personal protective equipment.



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- Companies are required to maintain an accurate and accessible SDS inventory.
- Best practices include maintaining hard copies of SDS on-site and digital access through EPLAN.

Fire Department and SDS

- Fire department crews conduct pre-plans at businesses to identify hazardous materials and their locations.
- The inspection division inspects businesses annually and reviews safety data sheets.
- It's important to know how to read and follow the information on the SDS.
- Businesses should train employees on SDS documents and their location, and include SDS in emergency action plans and drills.

Questions and Concerns

- Cheryl Garcia mentioned that when she requested SDS sheets from Biolab, she received two, but the Tier 2 report listed 60 chemicals.
- She asked if there is a mechanism to ensure that every chemical listed on the Tier 2 report has an SDS sheet, except for proprietary ones.

SDS Sheets and Tier 2 Reports

- Every chemical listed on a Tier 2 report should have an SDS sheet.
- The EPA requires SDS sheets for hazardous materials.
- There should be a central repository for all SDS sheets that match everything on the Tier 2 report.
- When personnel do pre-plans, they identify where the SDS sheets are located.

Accountability and Community Involvement

- It is important to get the LEPC group back together to ensure accountability.
- Industries should be part of the group to ensure everyone is on the same page regarding expectations.



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- Businesses should participate and share information, as long as it's not proprietary.
- Businesses are neighbors with the citizens and should ensure they are doing what they are supposed to do.

ASMA Plan and Media Attendance

- The ASMA plan is a work in progress.
- There is a need to get attendance from print or broadcast media.

Encouraging Participation

- Encourage neighbors and residents to come and gain representation.

Citizen Involvement and Business Responsibility

- The speaker notes that increased citizen involvement makes it harder for businesses to avoid community responsibilities.
- Businesses need to be good neighbors.
- Just-in-time communication is beneficial, despite potential challenges.

Social Media Advertising

- The county uses social media and a monthly county app update to advertise events.
- A flyer with meeting dates is sent out the Monday before each meeting as a reminder.
- The water department uses social media to inform citizens about everything, including water main breaks, to be transparent.
 - The goal is to broaden the reach of information.
- The water department used to have community cookouts with other departments like the sheriff and fire departments for community engagement and education.
 - These events aimed to get community buy-in, which has been affected by current circumstances.
 - Getting citizens involved supports the county's vision.

Community Emergency Response Team (CERT)



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- An interest meeting for the Community Emergency Response Team (CERT) is scheduled for August 21st at JP Carr at 6 PM.
- The goal is to grow the CERT program and educate the community about emergency management.
- The speaker emphasizes the importance of understanding emergency management and making the community safer.
- Separating the fire department is important.

The meeting adjourned was adjourned at 1:47 PM.