



FEMORS NewsGram

Vol. 3, No. 2

Winter-Spring 2005



COMMANDER'S MESSAGE



By now, many of you are aware that I have accepted an offer to take on additional responsibilities as the Director of Operations for the District 8 Medical Examiner's Office in Gainesville under Dr. William Hamilton. In addition, with recent changes in administration, the Medical Examiners Office now reports to the Department of Pathology, Immunology and Laboratory Medicine in the College of Medicine at the University of Florida.

My new e-mail address will become bedore@pathology.ufl.edu but I will continue to monitor the old one at lbedore1@tampabay.rr.com for the next few months.

I began operations there on February 11th and maintain an apartment in Gainesville while my wife, Dottie, holds the fort in Pinellas. I'll be commuting on weekends (at least until Dottie gets fed up, semi-retires from her job in Tampa, and we settle up here permanently!).

District 8 is a small office but has a great team of hard workers already in place. I'm enjoying every minute of this new opportunity.

From a functional perspective, my FEMORS duties will continue - a major factor in the contract agreed to by UF, Dr. Hamilton, Dr. Goldberger, and me. I promise to continue to pursue the best interests of your organization and you as individuals, the many friends I have been blessed to get to know.

As far as FEMORS is concerned, since the last NewsGram we continued to collectively pull our hair out (some of us have even less to pull by now!) as we struggled, once again, to get the promised funding released in a timely manner.

I wish my apology alone could suffice for the uncertainty caused by not being able to provide you with more advance notice of the training dates. Many members contacted us about announcements so they could set schedules. There was little point in prematurely announcing dates that could not be locked in due to lack of money in hand (or in the bank).

Last year, too, we were delayed until February for the actual disbursement of funding. That is why Annual Training was, *and is again*, delayed from March into the month of June – without signed contracts, we (and UF) cannot expect hotels to make commitments to specific dates. Now that funding has finally been released for FY 04-05 we can proceed, allowing each of you to arrange your schedules as best you can.

We are striving to keep this from happening again but, quite frankly, that's what we said last year!

Thanks for all your patience.

In this issue we'll review these developments:

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For those of you following hurricane predictions more now than in the past, you may already be aware that many in the field believe last year (while an aberration with 4 storms) is only the start of a long period of more storms for Florida. It is not unreasonable to expect that we will continue to see alerts and activations should that turn out to be true. If so, more and more members will have an opportunity to serve and participate so we can share the educational experiences as a team.

In spite of the typical chaos inherent in the first 24 hours of a disaster response, as we saw with Hurricane Charley, every member I spoke with agreed that it was an experience worth the effort and worth repeating.

Let's hope we don't need to test that theory again; but we know you're ready!

Larry

DOH/UF PURCHASE ORDER

Funding for FY 04-05 was to begin on August 31, 2004. Needless to say, the hurricanes wreaked havoc on the entire DOH system and that included administrative matters like renewing little things like contracts.

By the time the dust settled, even some of the rules changed. CDC and state auditors altered past practices including the identification of traditional deliverables. To make a long story short, DOH and FEMORS had to scrap the previous contract and focus instead on developing a purchase order as a method to release funding.

That purchase order was finally issued on March 18th and authorizes the distribution of money for the following items of performance:

- a. Deliverable #1 – Written development plan for establishing warehouse operations by March 31, 2005 (\$45,000),
- b. Deliverable #2 – Written Mass Fatality Plan by March 31, 2005 (\$110,000), and
- c. Deliverable #3 – Attendance rosters for FEMORS Odontology Training by June 15, 2005 (\$15,000)
- d. Deliverable #4 – Attendance rosters for FEMORS Family Assistance Center Training by June 15, 2005 (\$15,000),
- e. Deliverable #5 – Attendance rosters for FEMORS Annual Training by June 15, 2005 (\$50,000), and
- f. Deliverable #6 – Status/Planning Meeting with DOH by June 15, 2005 (\$15,000)

Deliverables 3, 4, and 5 are rather self-explanatory and follow the actual training sessions as described more fully later. The others deserve a bit of explanation.

DELIVERABLE #1: WAREHOUSE DEVELOPMENT PLAN

A draft lease agreement between DMAT-6 and UF is in the works to secure approximately 3,000 sq. ft. of space at a warehouse in Orlando. Optimistically, operations could begin as early as April 1st (but May is more likely) with a lease extending to August 2005. DOH has agreed to absorb FEMORS' space into its master lease beginning in September.

For rather obvious reasons of security, the exact location of the warehouse is not being identified here as it serves many disaster preparedness agencies.

From April through next October, work at the warehouse will focus on securing infrastructure equipment, remodeling office space, and establishing an inventory system to manage new equipment that will begin arriving October 2005. It will also track the current equipment cache when it is moved from storage in Gainesville to the warehouse.

Jonathan Scott will serve as FEMORS' Logistics Manager and he happens to live just a few miles from the warehouse. He will be seeking interested members who possess mechanical aptitude and have some weekend time available to serve on the DPMU team. It is likely the DPMU Team will need to meet beginning in the Fall one weekend every other month or so for the first year to become familiar with the inventory system, the kits for each section, and learning how to erect partitions for a temporary morgue. Because a forklift will be part of the warehouse operations, and because training is required before a person uses a forklift, a certified training session will also be provided for DPMU Team members.

Full details of the DPMU team operations are yet to be worked out but any member interested in so serving may express their interest by sending an e-mail request to Kelly House or Commander Bedore.

DELIVERABLE #2: MASS FATALITY PLAN

Beginning in the spring of 2004, FEMORS served as task coordinator for developing a Mass Fatality Plan for adoption into the Catastrophic Emergency Response Plan (formerly know as the Mass Casualty Plan), an appendix to the Comprehensive Emergency Management Plan.

After numerous revisions, a final draft was submitted for adoption by the Medical Examiners Commission at its February meeting. Following clarification of procedures required for making changes to the Plan - facing a reality that might occur should the FEMORS program cease to exist for any reason - the Plan will be forwarded to the next level of approval in the state's domestic security system.

ANNEX (??)

THE STATE OF FLORIDA

MASS FATALITY RESPONSE PLAN
(To the Catastrophic Incident Response Plan of the State Comprehensive Emergency Management Plan)

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PRIMARY AGENCY: Florida Department of Health
 SUPPORT AGENCIES: Florida Department of Law Enforcement (FDLE)
 Florida Medical Examiners Commission (MEC)
 Florida Emergency Mortuary Operations Response System (FEMORS)
 Florida Funeral Director Associations
 Florida Dental Societies

A copy of the draft will be posted to the reference library section of the home page at www.FEMORS.org.

DELIVERABLE #6: STATUS MEETING WITH DOH

FEMORS will meet with the Office of Emergency Operations for the purpose of providing a verbal and documented status report on development activities for FY 04-05 to include warehouse preparations for the portable morgue and team

member training session outcomes. It will also provide a forum for exploring long-term strategies and funding opportunities for subsequent years.

HURRICANE PAY AND REIMBURSEMENT

While many team members responded unselfishly and quickly to calls for assistance during the past storm-filled summer, compensation for that valuable time was not as quickly provided. It has been apparent from the beginning that FEMORS members are not "in it for the money" but, rather, because of a genuine desire to help others. In fact, some who responded even refused all compensation and travel reimbursement.

Travel expense reimbursement, for the most part, was made reasonably quickly. There were myriad excuses and delays created by a variety of factors beyond FEMORS' control, all of which did little to explain what seemed to be too long of a delay between the service provided and compensation promised.

That long wait now appears to be over as compensation checks have begun to be issued. Kelly House will be monitoring the list of those who responded. Each eligible responder needs to e-mail Kelly when payment has been received to help her keep track.

Likewise, any responder who has NOT received travel reimbursement should also let Kelly know so follow-up can be done.

With any luck, the next deployment will result in a quicker recognition of the great sacrifices made by so many. Before that happens, FEMORS will once again attempt to work with DOH to have all provisional members pre-entered in the personnel system so that future compensation issues are handled much more expediently.

However, red tape being what it is

TRAINING PROGRAMS 2005

Now that funding is flowing, three programs are being planned for 2005 and include:

- FAC Training (May 26)
- Annual Training (June 2-4)
- Odontology Training (June 4-5)

Unfortunately, two factors dictate the need for short timeframes for these training sessions. The first, as mentioned previously, was the delay in having funding released so contracts could be issued to secure hotel dates. The second factor is that the sessions must be completed and reported to DOH by June 30th, the end of the State Fiscal Year (as opposed to the CDC Fiscal Year of Aug 31 to Aug 30.) Thus, the window of opportunity is small and any delay in issuing notice to all members was kept as short as possible by getting this NewsGram out as soon as was physically possible.

As mentioned in the last NewsGram, adherence to the training requirement in the FOG will be enforced in 2005.

Acceptable training substitutes include the national NDMS Conference in Orlando, April 30-May 4 and the joint DMORT Region IV and VI Training in New Orleans, July 21-24. Members who have failed to attend any of these courses in 2004 or 2005 may not be eligible for activation. Other disaster-related courses will be considered on a case-by-case basis. Any member who is in such a situation should contact Commander Bedore by e-mail at the earliest opportunity.

For all of this year's sessions FEMORS will provide lodging and breakfast and/or lunches. Evening dinners are not included. As always, there is no fee to attend.

Registration forms for all three sessions will soon be available on the Events tab of the web-site: www.FEMORS.org.

**FAMILY ASSISTANCE TRAINING
MAY 26, 2005, ORLANDO**

FAC training will take place at the Rosen Centre Hotel, at 9840 International Drive (not to be confused with the Rosen Plaza Hotel located at 9700 International Drive, just a block or two north of the Rosen Centre.)

Registration deadline: May 11th.

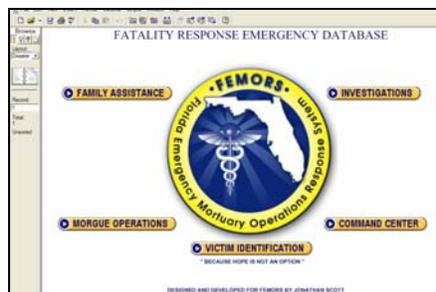
For more information visit their web-site www.rosencentre.com.



This session is limited to those on the FAC team, and *by invitation only*, new FAC members who demonstrate a desire to specialize in this area. Any member who did not attend the 2004 FAC training but would like to be considered should send an e-mail expressing interest to Kelly House or Commander Bedore. All those who did attend last year's session will receive registration notice automatically.

FAC members may also take part in Annual Training if their schedules permit but the FAC session alone will satisfy the continuing training element of the Field Operation Guide (FOG).

This year's program will concentrate on the new, improved victim identification program FRED.



FRED stands for Fatality Response Emergency Database and is a radical revamping of the original VIP program referenced so heavily in the FOG. For the past year Jonathan Scott has made this a labor of love and tried to make data entry as simple and logical as possible.

Attendees who own laptop computers are requested to bring them along, as FRED will be installed so they may continue to explore its features on their own following the sessions.

The version to be exercised at FAC training is still in beta form so the opportunity to discover glitches will be a side benefit of the training. The more it is put to a test, the better it will be when truly needed.

**ANNUAL TRAINING/EXERCISE
JUNE 2-4, 2005, ORLANDO**

This year's major training program will also take place at the Rosen Centre Hotel, at 9840 International Drive (not to be confused with the Rosen Plaza Hotel located at 9700 International Drive, just a block or two north of the Rosen Centre.)

Registration deadline: May 17th.

In addition to certain lecture topics, the annual training session will incorporate more hands-on exercises but the final details are still a work in progress.

Starting with the registration process, each member will be treated as if they were reporting in for an actual activation. This is being done to test and learn from the administrative tasks necessary to account for every responder (throughout the exercise) and to assign everyone to a specific task group.

Break-out sessions for each major function (pathology, odontology, anthropology, fingerprints, etc.) will be arranged with a specific task to accomplish – analyze and refine the equipment cache needed for the section to operate for a 72 hour period.

By taking a close look at the tools, supplies, and instrument details in the portable morgue cache, refinements can be made so that when the time comes to start ordering the equipment in October 2005, FEMORS can ensure that the best use will be made of the funding available. It is the input of those who must operate under response conditions that will best identify strengths and weaknesses of the portable morgue. The exercise will force team members to think through a process from start to finish, one that is capable of meeting the mission goal (to be provided at the exercise).

Among the lecture topics will be

- Formal Incident Command module IC-100, the minimum likely to be required by NIMS in the not too distant future
- Overview exposure to FRED, the new database management system
- Review of 2004 Hurricane response, community mental health impacts, and Lessons Learned
- HIV and Bloodborne Pathogen Training (certified to satisfy funeral director continuing education)

The 2005 program will be very different from past sessions and is designed to give participants at all levels a view of what it is like to operate under pressure to make decisions – the true essence of teamwork.

It also provides the best opportunity to meet and interact with fellow team members so that working together on activations is the most effective it can be. It is always an advantage to be able to work with familiar friends.

ODONTOLOGY TRAINING JUNE 4-5, 2005, ORLANDO

Odontology training will also take place at the Rosen Centre Hotel, on Saturday afternoon and Sunday morning, June 4-5, 2005 (following the Annual Training session).

Registration deadline: May 17th.

Participation in the Odontology training is limited to dentists and dental assistants. *These members may also take part in Annual Training if their schedules permit* but the Odontology session will satisfy the continuing training element of the Field Operation Guide for this year.

Odontology training will begin at 1:00 pm on Saturday June 4th and conclude on Sunday at noon. It will begin with a presentation by Amanda Pippin, DEXIS, to explain how the software and hardware of that product works. Plans call for a dental x-ray unit to be on-hand for practical exercises in using the equipment.

Drs. Barry Lipton and Ken Cohrn will also demonstrate techniques for scanning in physical dental x-ray records for conversion to digital format to merge into DEXIS. Both use DEXIS as part of their daily family practices.

Completing the team-teaching faculty is Jim McGivney, author of the WinID dental identification program, an integral part of the DEXIS package. He will teach and guide users on data input and how to set up comparisons.

Saturday morning will wrap up with hands-on data entry and practice making matches using the DEXIS/WinID systems.

Attendees who own laptop computers are requested to bring them along, as WinID will be installed so they may continue to explore its features on their own following the sessions.

UNIFORMS WEB-STORE

Attached to the registration form for the Annual Training session (available on the Events tab of the web-site: www.FEMORS.org), there is an order form available for those desiring to secure uniforms in time for the Annual Training session.

Phil and Virginia (Gini) of Global DocuGraphiX will be on hand at this year's Annual Training to deliver FEMORS uniform shirts, pants, patches and related items if ordered well enough in advance. Advance ordering also provides an opportunity to have shirts monogrammed with the member's name.

As was mentioned in the last NewsGram, new, lighter-weight, uniforms cannot be added to the web-store until a significant decrease in remaining inventory occurs.

Uniform shirts will also be especially beneficial for the group photo at this year's training. The historical record developing because of those group photos will leave many with good memories over the years to come.



PERSONNEL ACTION FORMS AND IDENTIFICATION CARDS

In January, Personnel Action Forms (PAF) were issued to every Applicant, Provisional, and Active member, like the sample following.

Florida Emergency Mortuary Operations Response System

FEMORS Personnel Action Form

This document certifies that the member named herein has been classified in accordance with the FEMORS Classification and Compensation Plan as described in the Field Operations Guide.

Member Name: **Melissa (Missa) Hewlett**

Date of Action	Action	Classification	Membership Status
12-May-04	User Profile Created	Applicant	Applicant
14-Jul-04	State Application Submitted	Provisional	Provisional
13-Oct-04	State Application Forwarded to DOH	Provisional	Provisional
16-Nov-04	ID Card Issued	Provisional	Provisional

Classification History	Code	FEMORS OR Position	State of Origin	Pay Band	Rate Monthly Pay Rate
12-May-04	ADCS	Administrative Support	FL	005	\$ 18.53
20-Jul-04	FACS	FAC Specialist	FL	007	\$ 18.75
9-Dec-04	AJTT	Autopsy Technician	FL	005	\$ 21.63

Training History	Attendance	Program	Original	Location
22-Mar-04	Yes	Annual Training	Original	Orlando
17-Jun-04	Yes	Annual Training	Year 2	Orlando
20-Nov-04	Yes	Annual Training	Original	Orlando

Employment History	Event	Stand-By	Activated
14-Aug-04	Hurricane Charley - District 22, Charlotte County	Yes	Yes
1-Sep-04	Hurricane Frances - East Coast	Yes	No
7-Sep-04	Hurricane Ivan - ME District 1, Escambia County	Yes	Yes
20-Sep-04	Hurricane Ivan - East Coast	Yes	No

Certified by: **Larry N. Bedore, FEMORS Commander** Date: **Jan 18, 2005**

* FEMORS inaugurated July 1, 2002
 * He was formally inducted at a meeting with Department of Health on February 11, 2004

Also, Provisional and Active members (for whom a digital photograph was on file from last year's training) have been issued identification cards.



- Blue background is preferred but any solid (plain) one will do. (Avoid having objects in the background like doorframes or trees coming out of the head!)
- Notice that cropping will be done later to fit the ID card (yellow border).



The need for an ID card became self-evident during the response to Hurricanes Charley and Ivan with area-wide law enforcement curfews put in place, almost immediately in the case of Ivan. Fortunately, almost all responders thought ahead and brought their FEMORS lanyards with them so there was at least one way to identify fellow team members.

By now, every member should have received their PAF and/or ID Card (if applicable) along with instructions on steps to take so that an ID card can be issued. Any member who has not received at least the PAF should contact Commander Bedore by e-mail.

PAFs identify current classification and pay scale, training sessions attended, and participation (either in Stand-By or Activated mode) for each alert FEMORS has participated in. These will be updated whenever a member's status changes (e.g., from Applicant to Provisional), when they have participated in FEMORS training, or been activated to a FEMORS deployment.

Provisional status is attained by completing the DOH application package (all parts of it) so that it is ready to go in the event of activation. *Only Provisional and Active members will be eligible for deployments so, completion of the forms is now imperative. Don't be left out!*

At present, Active status is limited to members who were activated to any one of the hurricanes, and for whom DOH has created a slot in its human resource system for compensation purposes. If FEMORS succeeds in having other members pre-registered with DOH in the coming year the number of Active members will increase.

At Hurricane Ivan, temporary paper ID cards were issued, but only after members reached the staging area. With congested traffic and checkpoints, the ID Card should aid in letting law enforcement recognize members as emergency responders.

For members who have not yet provided a digital photo for ID card use, digital photos will be taken at all training sessions so ID cards can be issued.

Provisional members who do not yet have ID Cards but wish to do so in time for upcoming training sessions should e-mail a suitable digital photo to Commander Bedore before the session registration deadlines.

Recommended digital photo layout.

- Don't try to get too close when you take your photo (flashes make it too bright).
- Use the "Red Eye" setting, if possible, to avoid red eye.

REFERENCE LIBRARY WEB-SITE

For those who may have missed it, there is a new link at the bottom of the FEMORS.org home page – [Reference Library / Downloads.](#)

In addition to accessing past and present NewsGrams, this link provides access to a wide variety of disaster related articles including:

- [Brochure: FEMORS](#)
- [Brochure: Handling of Disaster Victim Human Remains](#)
- [NIMS- National Incident Management System, Mar 2004](#)
- [NIMS-Self-Study Guide ID-700, Aug 2004](#)
- [CEMP-Comprehensive Emergency Management Plan Florida Feb2002](#)
- [CEMP ESF8 \(Health and Medical\) Annex](#)
- [2001 Domestic Security Report FDLE](#)
- [2002 Domestic Security Report FDLE](#)
- [2003 Domestic Security Report FDLE](#)
- [2004 Domestic Security Report FDLE](#)

- [DOD Mass Fatality Management For Terrorist Incidents Involving WMD - Capstone Draft 2004](#)
- [DOD Mass Fatality Management During Terrorist Incidents Involving Chemical Agents Nov 2001](#)
- [DOE Preparedness and Response to a Radiological Transportation Incident Aug 2002](#)
- [Infectious disease risks from dead bodies PAHO Review - May 2004](#)
- [Infectious disease risks from dead bodies, Editorial - 2004](#)
- [NAME Mass Fatality Plan with appendices](#)
- [NCFS Mass Fatality Guide \(Final Version 01-24-04\)](#)
- [OSHA Best Practices First Receivers Hospital 2004](#)
- [Management of Dead Bodies in Disaster Situations PAHO Dec 2004](#)

New additions will be posted to the list periodically.

KUDOS

Barry E. Lipton, D.D.S. (Odontology) made the first donation of a Hewlett-Packard laser printer for FEMORS' cache and it is a welcome start. Thanks, Barry.

Martha Burt, M.D. (Pathology) has accepted an Associate Medical Examiner position at the District 8 Medical Examiner's Office in Gainesville under Dr. William Hamilton. She will assume her new post this Summer. Congratulations, Martha.

Heather-Walsh Haney, Ph.D., (Anthropology) is completing her doctoral work and will be heading up a new Forensic Science program at the Florida Gulf Coast University in Ft. Myers that will include a 10 acre research "body farm" and a 5,000 sq. ft. forensic anthropology laboratory. While she begins working as an associate professor in August 2005, her Masters program will begin in Spring 2006. Congratulations, Heather

Tony Falsetti, Ph.D. (Anthropology) deployed to Phuket, Thailand on March 7th for 3 weeks to manage morgue operations. Hopefully he will be able to share those experiences at the Annual Training session. Stay safe, Tony.

COMMENTS/SUGGESTIONS

Member suggestions are always welcome and can be delivered to FEMORS staff at the following numbers:

Dr. Bruce Goldberger, Program Director
352-265-0680, Ext. 72001
888-443-2911 (pager)
bruce-goldberger@ufl.edu

Larry Bedore, Commander
727-560-3276 (Cell)
352-338-2191 (District 8 MEO)
161*31212*1 (NexTel Direct Connect)
Bedore@pathology.ufl.edu (**NEW**)
Lbedore1@tampabay.rr.com (to be discontinued soon)

Kelly House, Director of Finance
352-265-0680, Ext. 72047
housekm@pathology.ufl.edu

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FEMORS NewsGram

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FEMORS Membership Report Based on Current Classification (as of March 19, 2005)

Categories: Title	Total	Region					
		1	2	3	4	?	
ADFI Administrative Officer	1		1				0%
ADSP Administrative Specialist (+4 as FACS)	8		3	2	3		2%
ANTF Anthropologist, Forensic (+1 as RGTL)	1	1					0%
ANTN Anthropologist, Non-Forensic (+1 as RGTL)	2	1	1				1%
AUTT Autopsy Technician	16	1	4	8	3		5%
CHAP Chaplin	2			1	1		1%
DENA Dental Assistant (+3 as FACS)	8	1		5	2		2%
DNAS DNA Specialist (+1 as RGTL)	8		1	6	1		2%
EVSP Evidence Specialist	32	6	2	11	13		10%
FACL Family Assistance Team Leader (RGTL)	1			1			0%
FACS FAC Specialist (see Note #1)	7		2	4	1		2%
FCMD FEMORS Commander	1			1			0%
FORS Forensic Specialist (+1 as RGTL)	22	6	4	9	3		7%
FPTS Fingerprint Specialist (+1 as RGTL)	14			5	9		4%
IRCS IR Computer Specialist (+1 as RGTL)	2			2			1%
IRDE IR Data Entry	0						0%
MEDI Medical Investigator (+2 as RGTL)	35	3	8	14	10		11%
MHLO Mental Health Officer	1			1			0%
MRTA Mortuary Assistant	28	1	6	14	7		8%
MRTO Mortuary Officer (+5 as RGTL) [1 Georgia]	82	6	7	28	40	1	25%
ODNF Odontologist, Forensic (2 serve as RGTL)	22		1	6	15		7%
ODNN Odontologist, Non-Forensic	1				1		0%
PATF Pathologist, Forensic (1 serves as RGTL)	9	1	3	1	4		3%
PATN Pathologist, Non-Forensic (1 resident)	3		3				1%
PHOT Photographer	2			1	1		1%
RGTL Regional Team Leader (Go Team)	16	1	4	6	5		5%
SAFO Safety Officer (+2 as RGTL)	5			3	2		2%
FEMORS Program Director	1		1				0%
Applicant and Provisional Members:	330	28	51	129	121	1	100%
Associate Members	14						
Inactive Members	19						
Total Membership	363						

Note #1 - FACS Team includes members from several sections:

Administrative Specialist	4
Dental Assistant	3
DNA Specialist	6
Forensic Specialist	3
Medical Investigator	4
Mental Health Officer	1
Mortuary Officer	13
	34