



Florida Society of Medical Assistants
Executive Council Meeting
Hampton Inn and Suites, Ft. Pierce, Florida
November 7, 2015

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The Executive Council meeting of the Florida Society of Medical Assistants was called to order at 8:03 pm by President Kathryn Panagiotacos, CMA (AAMA). The roll call was taken by Maria Wiegelmann, CMA (AAMA), Secretary pro-tem.

**ROLL CALL
EXECUTIVE OFFICERS**

President	Kathryn Panagiotacos, CMA (AAMA)	Present
Vice President	Maria Wiegelmann, CMA (AAMA)	Present
Treasurer	Mary Lou Allison, CMA-C (AAMA)	Present
Secretary	Tamara Bruno, CMA (AAMA)	Excused
Speaker GA	Deniece Jozefiak, CMA (AAMA)	Excused
Vice Speaker GA	Marilyn Gable-Redfield, CMA (AAMA)	Present
Immediate Past President	Patricia Allen, CMA (AAMA)	Present

CHAPTER REPRESENTATIVES

Brevard	Linda Vitzthum, CMA (AAMA)	Absent
Central Gulf Coast	Patricia Allen, CMA (AAMA)	Present
Central Florida	Maria Wiegelmann, CMA (AAMA)	Present
Mid-Gulf	Divina Mojica-Brian, CMA (AAMA)	Absent
North Florida	Gayle Bell, CMA (AAMA)	Present
Southeast	Joyce Baldwin, CMA (AAMA)	Present
Southwest	Deniece Jozefiak, CMA (AAMA)	Excused
Treasure Coast	Theresa Errante- Parrino, CMA (AAMA)	Present

COMMITTEE CHAIRS

Budget/Finance	Mary Lou Allison, CMA-C (AAMA)	Present
Bylaws/	Carol Francis, CMA (AAMA)	Present

44	Policy and Procedures		
45	Continuing Education	Mary Morris, CMA (AAMA)	Present
46	Marketing/ Community Outreach	Betty Springer, CMA-C (AAMA)	Present
47			
48	Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	Present
49	Registration	Ruth Lapio, CMA (AAMA)	Present
50	Membership/ Certification	Christine Petsalis - Giri, CMA (AAMA)	Present
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52	Nominating	Maria Wiegelmann, CMA (AAMA)	Present
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55 **PHYSICIAN LIASON**

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57	Physician Liaison	Joel Martin, MD	Present
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60 **SEATING OF THE PROXIES**

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62 The Central Florida Chapter wishes to seat John Fleming, CMA (AAMA), as proxy for
63 Maria Wiegelmann, CMA (AAMA). The Southwest Chapter wishes to seat Judy
64 Seymour, CMA (AAMA) as proxy for Deniece Jozefiak, CMA (AAMA). Marsha
65 Benedict, CMA-A (AAMA) moved to seat the proxies. Patricia Allen CMA (AAMA)
66 seconded.

67 **MOTION CARRIED.** The proxies were seated.

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69 There was a quorum present.

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71 The minutes of the Pre General Assembly Executive Council Meeting held on April 24,
72 2015 have been available on the FSMA website. There being no corrections minutes
73 were approved.

74 The minutes of the post General Assembly Executive Council Meeting held on April 26,
75 2015 have been available on the FSMA website. Minutes were approved as corrected.
76 The Secretary will send the corrected minutes to be posted on the FSMA website.

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80 **OFFICER REPORTS**

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82 President Kathryn Panagiotacos, CMA (AAMA) on file

83 Vice President Maria Wiegelmann, CMA (AAMA) on file

84 Maria indicated that she has the Consent to Serve forms for those who would like to
85 volunteer for Officer positions for 2016-2017, and/or serve as a delegate to the 2016
86 AAMA Annual Conference in Reston, VA,

87	Secretary	Tamara Bruno, CMA (AAMA)	on file
88	Treasurer	Mary Lou Allison, CMA-C (AAMA)	on file
89	Checking: \$24,628.89	Money Market: \$22,373.83	Balance:
90	\$47,002.72		
91	Total income from today's seminar \$1411.00 – expenses \$824.69.		
92	Speaker GA	Deniece Jozefiak, CMA (AAMA)	on file
93	Judy Seymour, CMA (AAMA) reminded Board members that the reports for the		
94	2016 General Assembly are due to Deniece Jozefiak, CMA (AAMA) on March 1, 2016.		
95	Vice Speaker GA	Marilyn Redfield, CMA (AAMA)	no report
96	Immediate Past President	Patricia Allen, CMA (AAMA)	on file

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101 **CHAPTER REPRESENTATIVE REPORTS**

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103	Brevard	Linda Vitzthum, CMA (AAMA)	no report
104	Central Gulf Coast	Patricia Allen, CMA (AAMA)	on file
105	Central Florida	Maria Wiegelmann, CMA (AAMA)	on file
106	Mid-Gulf	Divina Mojica-Brian, CMA (AAMA)	no report
107	North Florida	Gayle Bell, CMA (AAMA)	on file
108	Southeast	Joyce Baldwin, CMA (AAMA)	on file
109	Southwest	Deniece Jozefiak, CMA (AAMA)	on file
110	Treasure Coast	Theresa Errante- Parrino, CMA (AAMA)	on file

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112 **EXECUTIVE COMMITTEE REPORTS**

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114 **Budget/Finance** Mary Lou Allison, CMA-C (AAMA) on file

115 Mary Lou stated that \$5,211.75 is in the budget to be spent this year – revenue

116 minus expenses for this year.

117 **Bylaws/** Carol Francis, CMA (AAMA) on file

118 **Policy and Procedures**

119 Carol presented a motion to revise section 8 of the Policy and Procedure Manual. New

120 wording will read as follows:

121 "8. All reports and files must be sent digitally to the President or Speaker (for Annual

122 Meeting) by the established deadline so they can be placed on the website.

123

124 Rationale is as follows: When reports are not on the website in advance the Executive

125 Board is unable to make intelligent decisions and many times are rushed into motions

126 or proposals made without having time to consider the issue. If a report is not sent to

127 the President and placed on the website, the agenda will be noted no report

128 received. Only essential verbal reports will be entered into the minutes. If there are

129 addendum reports, copies must be distributed to the entire Executive Council and

130 following the meeting they need to be emailed to the webmaster so they can be added
131 as an addendum to the Meeting Reports on the website.”
132 Motion was seconded by Maria Wiegelmann, CMA (AAMA).

133 **MOTION CARRIED**

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135 **Continuing Education** Mary Morris, CMA (AAMA) on file
136 Mary asked for help in finding speakers for the 2016 FSMA annual meeting in Cocoa
137 Beach. Kathryn Panagiotacos, CMA (AAMA) to contact Brevard Chapter for help
138 with 2016 FSMA annual meeting.

139 **Marketing/ Community** Betty Springer, CMA-C (AAMA) on file

140 **Outreach**

141 **Meeting Coordinator/** Marsha Benedict, CMA-A (AAMA) on file

142 **Registration**

143 Marsha has information from Maria Wiegelmann for a possible hotel for the 2017
144 meeting – a Holiday Inn in Lake Buena Vista. She will also check hotels in the Sea
145 World area – recommended by Theresa Errante-Parrino. The Board would like
146 Marsha to research cost of new agenda for 2017 eliminating Sunday and holding
147 Board meeting on Saturday night.

148 The format for the FSMA 2016 meeting will remain as is since a contract has been
149 signed.

150 Ruth Lapio, CMA (AAMA) said there were 64 attendees with 8 no shows.

151 Thank you to Theresa Errante-Parrino, CMA (AAMA) and her students for their help
152 in making the seminar a success. Per Mary Lou Allison, CMA-C (AAMA) profit for
153 today’s seminar is \$587.31.

154 **Membership/** Christine Petsalis, CMA (AAMA) on file

155 **Certification**

156 **Nominating** Maria Wiegelmann, CMA (AAMA) on file

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CORRESPONDENCE

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164 **1.** Kathryn Panagiotacos, CMA (AAMA) received a note from Kathy Langley at AAMA
165 thanking attendees at the 2015 AAMA conference for their well wishes for David Knight.
166 Kathy said David expressed his gratitude and thanks and it was “a big boost of positive
167 for him”.

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169 **2.** Mary Lou Allison, CMA (AAMA) received an Achievement award for Website
170 Development at the 2015 AAMA annual conference. Congratulations Mary Lou!

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UNFINISHED BUSINESS

None

NEW BUSINESS

1. Betty Springer, CMA-C (AAMA) submitted a request as follows: (see addendum A)
REQUEST: Mark all documents that are placed on web in advance of decision
“SUBJECT TO APPROVAL BY XXXXXXXX” Example: FSMA Executive
Council Majority, AAMA House of Delegates, Legal Counsel, etc.
PURPOSE/RATIONALE: To distinguish reports, statements, proposals and task
force/ad hoc committee reports being presented for consideration and final
decisions from issues and matters that have already been approved or do not need
approval. Post official decision by appropriate authority, “APPROVED and date
and by whom” should appear within 3 days.

MOTION CARRIED

2. **Legislative Update Part 1** – on repeal of paragraph 3 of the Florida scope of
practice act due to fact that paragraph says “may be certified” and language used
in legislation is usually mandatory. It would take effect on July 1, 2016.

Paragraph 3:

(3) CERTIFICATION.—Medical assistants may be certified by the American
Association of Medical Assistants or as a Registered Medical Assistant by the
American Medical Technologists.

On August 27, 2015, Betty Springer, CMA-C (AAMA) received an email forwarded
by Theresa Errante-Parrino, CMA (AAMA) from Tracy Yacobellis, Health Science
Supervisor with the Florida Department of Education stating that the Florida
legislature was again seeking to repeal paragraph 3 of the Florida scope of practice
act for medical assistants 458.3485 – House bill 4700.

Kathryn Panagiotacos, CMA (AAMA), Maria Wiegelmann, CMA (AAMA), and Betty
Springer consulted with Don Balasa, legal counsel for AAMA as to what our
response could be.

On September 8, 2015 a conference call with FSMA Board members and Don
Balasa was held. Consensus of those who participated in the call was to go forward
with mandatory credentialing. Motion was made for a task force to contact
Representative Pigman (he sponsored the bill) to ask what the motivation was
behind the legislative clean-up.

Chair Theresa Errante Parrino, CMA (AAMA), Marsha Benedict, CMA-A (AAMA)
and Betty Springer, CMA-C (AAMA).

On October 16, 2015, Theresa Errante-Parrino, CMA (AAMA) and Betty Springer,
CMA-C (AAMA) met with Representative Pigman. Representative Pigman said that
“the wording “may” is not a legal term and single words cannot be changed but
entire sections where the word in question is must be removed”.

October 20, 2015 – Florida House Health Quality Sub-committee unanimously
passed HB 4007. Bill referred to Senate – Senate bill SB 238

218 October 28, 2015 – emails sent to Senator Grimsley (sponsor of bill) and Senator
219 Garcia (Chair – Subcommittee on Health and Human Services) urging defeat of
220 Senate bill SB 238

221 November 2, 2015 – Florida Senate Appropriations Subcommittee on Health and
222 Human Services unanimously passed SB 238.

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224 **3. Legislative Part 2** – fact finding AD HOC Committee of pros and cons of
225 mandatory credentialing. Chair Maria Wiegelmann, CMA (AAMA), Mary Lou
226 Allison, CMA (AAMA), Betty Springer, CMA-C (AAMA)
227 Motion made by Maria Wiegelmann, CMA (AAMA) that the FSMA Board proceed
228 with the process of adding to the scope of practice a paragraph that will “require
229 credentialing” from one of the 4 NCCA (National Commission for Certifying
230 Agencies) – AAMA, AMT, NCCT, NHA.

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232 Rationale: The exclusivity of only the AAMA and AMT was the cause for complaint
233 that inspired the repeal of that section, therefore it is concluded by this committee
234 that the 4 NCCA accredited agencies would set a reasonable, recognizable
235 standard that could be defined and defended. This would state the AAMA, AMT,
236 NHA, and NCCT only.

237 Motion seconded by Carol Francis, CMA (AAMA)

238 **MOTION CARRIED**

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241 Betty Springer, CMA (AAMA) will send out an email to our educators and members
242 advising them of actions to date.

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244 Committee chair, Maria Wiegelmann, CMA (AAMA) asked Chapter Presidents to
245 email her the contact name, email, and phone numbers for local medical societies
246 in their chapter area. We will be reaching out to them as well as to other medical
247 organizations for their support.

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249 **4. Contributions for the country store:** Patricia Allen, CMA (AAMA) asked for
250 contributions for the country store – they can be either in the form of a check mailed
251 to Pat or items can be brought to the annual meeting in 2016.

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253 **5. Policy of FSMA logo use:** nothing should be written using the FSMA logo that is
254 not authorized or approved by the FSMA President. Nor can logo be given to
255 outside vendors for advertising. Mary Lou will email a clearer copy of the FSMA
256 logo once it is approved by the FSMA President.

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260 Meeting adjourned by Kathryn Panagiotacos, CMA (AAMA) at 10:13pm.

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262 Submitted by Maria Wiegelmann, CMA (AAMA) Secretary pro-tem