FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

EXECUTIVE COUNCIL MEETING

"UNITED WE BUILD A BETTER FUTURE"

Embassy Suites-Estero; 10450 Corkscrew Dr; Estero Fl

Date November 9,2019

The Executive Council Meeting of the Florida Society of Medical Assistants will now come to order at _____PM.

Will the secretary Mary Morris, CMA (AAMA) please take roll?

ROLL CALL

President	Marsha L. Benedict, MSA, CMA-A (AAMA)
Vice President	Loxie Kistler, CMA (AAMA)
Secretary	Mary Morris, CMA(AAMA)
Treasurer	Mary Lou Allison CMA-C(AAMA)
Speaker of the General Assembly	Deniece Jozefiak,CMA, (AAMA)
Vice Speaker of the G.A.	Tatiana Kordic, CMA (AAMA)
Immediate Past President	Judy Seymour, CMA (AAMA)

CHAPTER REPRESENTATIVES

Brevard	Linda Vitzum CMA (AAMA)
Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)
Central Florida	Mary Morris CMA (AAMA)
North Florida	Loxie Kistler, CMA (AAMA)
Mid Gulf Coast	Debra Hancock, CMA (AAMA
Southeast	Joyce Baldwin, CMA (AAMA)
Southwest	Deniece Jozefiak, CMA (AAMA)
Treasure Coast	Deb Kuiack, CMA (AAMA)

EXECUTIVE COMMITTEE CHAIRS

Budget & Finance	Mary Lou Allison CMA-C(AAMA)
Bylaws/Policy & Procedures	Heidi Fortin, CMA (AAMA)
Education	Shared by Chapters
Educators Forum	Vacant
Marketing/Community Outreach	Loxie Kistler, CMA (AAMA
Meeting Coordinator	Marsha Benedict CMA (AAMA)
Membership/Certification	Christine Giri CMA (AAMA)
Nominating	Judy Seymour, CMA (AAMA)

PHYSICIAN LIAISON

Joel Martin MD

Tra 'Chella Foy MD (Welcome)

Brent M. Schillinger MD (Welcome)

SEATING OF THE PROXIES

What is the pleasure of the Executive Council regarding the seating of the proxies?

_____ moved to seat the proxies. Is there a second? _____ Any discussion? _____ CMA (AAMA) seconded the motion. Motion Carried.

The proxies may be seated.

Is there a quorum present?

The minutes of the Executive Board Meeting April 27, 2019 were available on line and distributed.

Are there any corrections to the _____ minutes?

What is the pleasure of the board regarding the _____ minutes?

Motion made by _____to accept the minutes as written or corrected. Is there a second?_____Anydiscussion?_____

All those in favor of approving the as written or corrected say yes. All opposed say no.

Motion carried/defeated. Minutes will be filed as written or corrected.

TREASURER REPORT

Checking: Savings: Balance:

Treasurer _____ requests that all expenses be sent to her ASAP so that checks can be sent out.

OFFICER REPORTS

President	Marsha L. Benedict, MSA, CMA-A (AAMA)
Vice President	Loxie Kistler, CMA(AAMA)
Secretary	Mary Morris, CMA(AAMA)
Treasurer	Mary Lou Allison CMA-C(AAMA)
Speaker of the General Assembly	Deniece Jozefiak, CMA (AAMA)
Vice Speaker of the G.A.	Tatiana Kordic, CMA (AAMA)
Immediate Past President	Judy Seymour, CMA (AAMA)

CHAPTER REPRESENTATIVE REPORTS

Brevard	Linda Vitzum CMA (AAMA)
Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)
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EXECUTIVE COMMITTEE REPORTS

Budget & Finance	Mary Lou Allison CMA-C(AAMA)
Bylaws/Policy & Procedures	Heidi Fortin CMA(AAMA)
Education	Chapters Share
Marketing/Community Outreach	Loxie Kistler, CMA (AAMA
Meeting Coordinator	Marsha Benedict CMA (AAMA)
Membership/Certification	Christine Giri CMA (AAMA) Absent approved

CORRESPONDENCE

OLD BUSINESS

- Chapter bylaws are all updated and on the website.
- FSMA bylaws and Standing Rules updated and on website.
- AAMA Delegates remarks
- Selection of AAMA Representative for 2020 AAMA Annual Conference, Orlando Florida. Selected by email vote- The following were selected per the majority vote of the executive board. # 1 Monica Case; # 2 Deborah Novak; # 3 Patty Licurs.

UNFINISHED BUSINESS

Walter Nichols, CMA (AAMA):

- Adhoc Report: Information gathered regarding holding future conferences at Coco campus Eastern Florida University.

Loxie Kister CMA (AAMA) :

- Fall 2020 AAMA Conference New venture with AAMA/Leap (Educators Forum) Preconference Workshop
- Guidelines for "posting" on the social media venues
- Constant Contact and CEU's online
- Update from the CEB on the ABC-Geriatrics (available now), ABC-Pediatrics being developed and the ABC-Educator soon to start development.
- Update regarding Education Topics at Florida 2020 AAMA Annual Conference. Loxie Kistler, CMA (AAMA), Marsha Benedict CMA (AAMA)

Heidi Fortin CMA (AAMA):

Post GA meeting the council suggested the addition to the bylaws Judicial Council be brought back for discussion before brought back to 2020 GA. Concern was a Past President agreeing to serve for 3 years. More explanation why the Judicial Council is necessary.

Bylaw addition as presented at the 2019 General Assembly.

- Judicial Council

  A. The Judicial Council shall consist of three Past President of the FSMA whose membership is active.

1. Annually, with approval of the Executive Council, the President shall appoint the most **immediate Past President** to serve for a term of three years. This member serves as chair.

2. No member shall serve more than two terms, but a member appointed to serve an unexpired term shall not be regarded as having served a term unless serving three or more years.

B. The judicial power of FSMA shall be vested in the Judicial Council, whose decisions shall be final.

C. The Council shall have jurisdiction in all questions involving:

1. membership as provided in the Bylaws
2. controversies arising in the interpretation of these Bylaws
3. the code of Ethics of the FSMA

D. The Judicial Council shall:

1. meet or consult upon the call of the Chair; consultation by mail, phone or electronic means shall be permitted among members of the Council provided the rights of the appellant are not prejudiced.
2. submit an annual report to the General Assembly

Rationale: Incorporate a body of experienced past Presidents to review and make recommendations to the Executive Council in matters as provided in the Bylaws, controversies arising in the interpretation of the Bylaws and the Code of Ethics of the FSMA.

NEW BUSINESS

Proposed change in bylaw regarding Vice President succeeding to President.

Current Wording:

ARTICLE VI - EXECUTIVE COUNCIL AND THEIR QUALIFICATIONS

Section 5. The Vice President **shall** automatically succeed to the office of President at the end of the term as Vice President.

Suggested wording:

Section 5. The Vice President **may** automatically succeed to the office of President at the end of the term as Vice President.

Or Remove the statement entirely?

Rationale: Executive Office positions are difficult to fill and many members do not want to commit to 2 years service in advance.

Repetition of topics at chapter, state and online. Use of AAMA website to view topics prior to selecting topics. **Suggest: Add to Standing Rules same topic should not be used within 5 year span time frame (topics are saved on AAMA website.)**

Confirm adhoc committee for three chapter (Central, Brevard and North) planning Annual 2020 meeting.

ANNOUNCEMENTS

- **Recertification by Continuing Education Time Limit.** Effective January 1, 2020, an individual whose credential has been expired for more than three months forfeits the right to reactivate the credential by continuing education and must sit for the CMA (AAMA) Certification/Recertification Examination.

- The Certifying Board (CB) of the American Association of Medical Assistants (AAMA) is proud to announce the launch of a pilot program, which opens a new education pathway for medical assistants to become eligible to sit for the CMA (AAMA)® Certification Exam.
  This three-year pilot program, begun August 2019, allows graduates of postsecondary (college-level) medical assisting programs to take the CMA (AAMA) Exam if the program meets certain requirements listed below, including the program being part of an institution accredited by an accrediting body recognized by either the **United States Department of Education (USDE)** or the **Council for Higher Education Accreditation (CHEA)**.

- Reminder to encourage your practices to recommend Colorectal Cancer Screening Tests.

Future Conferences

2020 Annual Conference will be held May 1-2, 2020 at the Red Lion Buena Vista South; 5150 West Orlo Bronson Memorial Hwy, Kissimmee, Fl 407-997-2800 (Florida Society of Medical Assistants) Room rate $107.00; 2 free breakfasts; waived resort fee, no charge for education rooms; free parking. Deadline for booking 4/10/2020.
Don't forget to make your hotel reservations. All information will be on the website FSMAonline.org.

AAMA Annual Conference September 11-14, 2020, Hilton Orlando Lake Buena Vista, Fl.

AAMA 2021 Annual Conference will be held at the Westin Galleria Houston in Houston Texas, on September 24-27, 2021.

The minutes will be placed on the FSMA website and sent via Constant Contact for all to review.

Further announcements????

There being no further business to be brought before the FSMA Executive Council, this meeting is now adjourned (at _____PM by_____)