FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: March 1st, 2020

To: Marsha Benedict, MSA CMA-A (AAMA)
President FSMA

From: Loxie Kistler, Ed.D. M.S. B.S.N. RN CMA (AAMA)
FSMA Vice President

RE: May, 2020 FSMA Annual Conference Executive Council Meeting Report

This officer has carried out the duties of FSMA Vice President as outlined in the FSMA Policy and Procedure Manual. This officer has been available to the Executive Council and all members via email and phone as needed as well as serving in the capacity of Nominating Chair.

This officer participated in the AAMA Continuing Education Board (CEB), ABC Task Force and Leadership in Education and Practice (LEAP) initiatives and attended Chicago meetings and many weekly conference calls regarding the development of the ABC-Pediatrics and the ABC-Educators.

In collaboration with FSMA President Marsha Benedict continued planning for education for the 2020 AAMA Conference in Orlando.

Collaborated with the AAMA, CEB, Marsha Benedict and Mary Lou Allison in planning a 4 AAMA CEU LEAP Workshop on September 10th, 2020 in collaboration with the 2020 AAMA Conference in Orlando.

Assisted with securing meeting space for the September 10th, 2020 LEAP Workshop. Secured 2 presenters for the Workshop.

Developed marketing tools and registration form for the September 10th, 2020 LEAP Workshop in collaboration with AAMA MARCOM Group.

Participated in the online vote regarding the continuation of Constant Contact and Constant Learning.

It is a pleasure to continue to serve the FSMA.

Respectfully submitted,

Loxie Kistler, Ed.D. M.S. B.S.N. RN CMA (AAMA)
FSMA Vice President