FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 10, 2017

To: Judy Seymour, CMA (AAMA), FSMA President
Executive Council Members
Physician Liaison

From: Debra Hancock, CMA (AAMA) President Mid-Gulf Coast Chapter
Chairperson David Knight Memorial

The David Knight Memorial Award was created by the FSMA as a way to honor Mr. Knight for his dedication to the continuing education of medical assistants. Three awards of $100 each will be given to a member/student to be used in continuing education. As chairperson of the David Knight Memorial Award Committee I am proposing the following for vote at the November 4th, 2017 Board Meeting:

Vote needs to be made on the name, choices are as follows:

1. David Knight Memorial Award
2. David Knight Memorial Scholarship
3. David Knight Memorial Fund

The selection process for the winners, choices are as follows:

1. A drawing from tickets given to participants in the November Meeting.
2. Written nominations given to the committee for review.
   a. A small two to three sentence nomination on why the person (member or student) nominated should receive the award
   b. Simple name nominations given by each Chapter President for one of their members/students. These will be given to the committee for review and selection of the winners.
3. A verbal nomination by a member/student of the November Annual Meeting which will be seconded and agreed upon by the board.

Decision will be made on these issues at the November 4th Board Meeting.