



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

EXECUTIVE COUNCIL MEETING

October 23, 2021

TOGETHER WE ARE STRONGER

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	Deniece Jozefiak, CMA (AAMA)
Vice President	, CMA (AAMA)
Secretary	Mary Morris, CMA (AAMA)
Treasurer	Mary Lou Allison, CMA-C (AAMA)
Speaker of the General Assembly	Judy Seymour, CMA (AAMA)
Vice Speaker of the G.A.	Linda Vitzhum, CMA (AAMA)
Immediate Past President	Marsha Benedict-A, CMA (AAMA)

CHAPTER REPRESENTATIVES

Brevard	Jeanette Tyler, CMA (AAMA)
Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)
Central Florida	Mary Morris, CMA (AAMA)
Mid-Gulf	Jennifer Shepard, 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	Alice Daniels, CMA (AAMA)
Education	Marsha Benedict-A, CMA (AAMA)
Educators Forum	
Marketing/Community Outreach	Mary Lou Allison-C, CMA (AAMA)
Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)
Membership/Certification	Kathryn Panagiotacos, CMA (AAMA)
Nominating	Marsha Benedict-A CMA (AAMA)

PHYSICIAN LIAISON

Brent M. Schillinger, MD
Tra'Chella Foy, MD

SEATING OF THE PROXIES

Are there any proxies to be seated?

Name and Chapter

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 to the Executive Board Meeting held April,16, 2021 will be available online within thirty days of this meeting.

TREASURER REPORT

Checking: Money Market: Balance:

OFFICER REPORTS

President	Deniece Jozefiak, CMA (AAMA)
Vice President	, CMA (AAMA)
Secretary	Mary Morris, CMA (AAMA)
Treasurer	Mary Lou Allison, CMA-C (AAMA)
Speaker of the General Assembly	Judy Seymour, CMA (AAMA)
Vice Speaker of the G.A.	Linda Vitzhum, CMA (AAMA)
Immediate Past President	Marsh Benedict-A, CMA (AAMA)

CHAPTER REPRESENTATIVE REPORTS

Brevard	Jeanette Tyler, CMA (AAMA)
Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)
Central Florida	Mary Morris, CMA (AAMA)
Mid-Gulf	Jennifer Shepard, CMA (AAMA)
Southeast	Joyce Baldwin, CMA (AAMA)
Southwest	Deniece Jozefiak CMA (AAMA)
Treasure Coast	Deb Kuiack, CMA, (AAMA)

EXECUTIVE COMMITTEE REPORTS

Budget & Finance	Mary Lou Allison, CMA-C (AAMA)
Bylaws/Policy & Procedures	Alice Daniels, CMA (AAMA)
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Membership/Certification	Kathryn Panagiotacos, CMA (AAMA)
Nominating	Marsha Benedict-A, CMA (AAMA)

PHYSICIAN LIAISON REPORTS

Brent M. Schillinger, MD
Tra'Chella Foy, MD

CORRESPONDENCE

1. May 31, 2021, E-mail from Kathy Langley at the AAMA office sent e-mail to remind to send in State Officers, Delegates, Volunteer Forms by 7, 2021.
2. 8/4/21 Letter from Kathy Langley regarding multi AAMA Bylaw changes. Zoom meeting were offered to all State Officers.
3. 8/31/21 E-mail from Kathy Langley regarding needing Proxy cards filled out and signed by state President and Secretary. Proxy votes would only count if a State had someone in attendance. If a state was not allowed to attend on person form the state could vote one vote per state by attending virtually.

UNFINISHED BUSINESS

1. Jan. FSMA meeting. Zoom or in person. Decide by_____
2. Certification/Membership regarding Mid Gulf Chapter.

NEW BUSINESS

1. Web site info FSMA Documents are available for all members.
2. AAMA Bylaw changes are on the AAMA Website. They do no affect FSMA or Chapters.
3. AAMA asked FSMA to host the 2023 AAMA Conference. The board voted yes. This will need to be a TEAM effort. AAMA will let us know if they accepted our acceptance and the dates.

ANNOUNCEMENTS

1. The minutes will be placed on the FSMA website for review.
2. FSMA January 22, 2022 will be held at Palm Beach State College 4200 Congress Ave. Lake Worth, FL 33461. Marsha is working on hotel for those who need to arrive Friday night.
3. The FSMA Annual Conference will be held April 29-May 1, 2022 Holiday Inn Resort 13351 State Road 535 Orlando, FL 32821 407-387-7729.
4. AAMA Annual Conference Minneapolis, MN, September 16-19, 2022
5. Need to follow policy and procedure when doing FSMA reports. If you need guidance, please look on FSMA website.
6. AAMA Dues paid by 10/31/2021 will allow for a 10% discount only if paid online. Otherwise, due by 12/31/21 to be current.

Further announcements????

There being no further business to be brought before the FSMA Executive Council, this meeting is now adjourned at _____ PM by Deniece Jozefiak, CMA (AAMA) FSMA President.



Florida Society of Medical Assistants, Inc.

To: Deniece Jozefiak CMA (AAMA)
FSMA President
FSMA Executive Board

From: Deniece Jozefiak, CMA (AAMA)
FSMA President's Report

May through October 2021

Responded to many online requests for information regarding certification, membership, CEU's and MA right to practice in Florida.

Requested all Chapter Presidents to send:
Chapter name, Picture of Chapter President (Jpeg) with contact information and list of officers.

Once information was obtained it was sent to all FSMA Board members and Mary Lou Allison, CMA-C (AAMA).

Delegates to AAMA Conference in Houston Texas were sent to Kathy Langley at AAMA. Mary Lou Allison, CMA -C (AAMA) and Joyce Baldwin, CMA (AAMA) were the only delegates who could attend.

FSMA Officers were sent to Kathy Langley at AAMA. Information was also sent to Nick Mickowski at AAMA so the Chapter Presidents could obtain a list of chapter members.

Bylaw changes were sent to Kathy Langley at AAMA. The FSMA Bylaws are posted on the FSMA website.

This officer stayed in contact with the Membership Committee regarding the move of the members from North Florida Chapter to Brevard and Central Chapters.

Approved Fall 2021 Agenda and Registration.

Call to order sent for Fall Meeting and reports sent to be filed on FSMA website.

Shared all correspondence from AAMA with the FSMA Board of Directors throughout the year.

All Executive Board Members were asked to send their proxy information for the President and Secretary prior to the AAMA Conference. All proxy cards were signed by me and Mary Morris, CMA (AAMA) and e-mailed to Mary Lou Allison, CMA-C, (AAMA) to take with her to Houston

This officer has kept up with State Zoom meetings and running the Zoom meetings. Thanks to the great TEAM effort to make this happen. FSMA has had more members attend zoom meetings. Remember as an FSMA member you can attend the FSMA Board meetings as well. You are the future of FSMA.

This officer attended via zoom the AAMA Membership meeting and the AAMA pre-conference zoom regarding several proposed AAMA bylaw changes.

This officer is a member of the AAMA Marketing and Leadership teams and attended all zoom meetings.

Thank you goes out to all Board of Directors, members of FSMA that has made this year a successful and very eventful year.

Together WE Are Stronger



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

September 12, 2021

To: Deniece Jozefiak, CMA (AAMA), FSMA President

Executive Board Members

Chapter Representatives

Committee Chairs

Physician Liaisons

From: Mary Morris, CMA (AAMA)

FSMA Secretary 2021-2022

Re: Fall Seminar Report for 10/23/21

This officer has seen to the duties of FSMA Secretary as outlined in the Policy/Procedure Manual. This officer has been available to the executive board and members as needed.

The Pre Conference executive council meeting minutes from April 16, 2021 were typed up and emailed to FSMA President Marsha Benedict, CMA-A (AAMA) and Vice President Deniece Jozefiak, CMA (AAMA) on 5/09/21 for both to review. The Post Conference executive council meeting minutes from April 17, 2021 were emailed to FSMA President Deniece Jozefiak, CMA (AAMA) on 5/16/21 for review. Any corrections were made as needed. Meeting minutes were submitted at the 30 day deadline. The Pre and Post Executive Council meeting minutes are posted on the FSMA web site (www.fsmaonline.org). The taped recording of all minutes was reviewed prior to the final minutes being sent to the FSMA President/Vice President to ensure the accuracy of the minutes as written. For this year, 2021 to 2022 we do not have Vice President.

This officer was voted in to represent the State of Florida as a delegate at the AAMA National Conference in Houston, Texas on September 24, 2021. Due to the ongoing pandemic, not feeling comfortable with travel on an airplane and the rising number of COVID cases nation wide, I have decided not to attend this conference.

Thanks for the continued opportunity to serve as FSMA Secretary.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

10-23-2921

To: Deniece Jozefiak, CMA(AAMA), President
FSMA Executive Council

From: Mary Lou Allison, CMA-C(AAMA), Treasurer

Re: October Zoom Meeting Report

All financial data is in order. The FSMA bank accounts are at Bank of America, bank statements have been digitally saved. Account Balances will be given verbally during the meeting.

All banking is done online at the BOA Website.

The FSMA President has always been provided with the Bank Login information



Florida Society of Medical Assistants, Inc.

October 23, 2021

To: Deniece Jozefiak, CMA (AAMA) FSMA President
FSMA Executive Board
FSMA Liaison

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

This officer has been available to assist in any FSMA President or FSMA Executive Board requests.

All correspondence has been answered in a timely manner.

1



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

2

3

4 October 6, 2021

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7 To: Deniece Jozefiak, CMA (AAMA)
8 President, FSMA

9

10 Executive Council, FSMA

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13 From: Judith Seymour, CMA (AAMA)
14 Speaker of the General Assembly

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16 This officer has been available to assist the FSMA Executive Council and FSMA
17 members when needed. All correspondence has been addressed in a timely fashion.

18

19 This officer, along with the Vice Speaker, will be prepared to hold the 68th Annual FSMA
20 General Assembly. Closer to the event we will be asking for volunteers to assist with
21 duties associated with the General Assembly.

22

23

24 It is a pleasure serving FSMA in this capacity.

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FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 1, 2021

To: Deniece Jozefiak, CMA (AAMA)
FSMA President

From: Linda Vitzthum, CMA (AAMA)
Vice Speaker of the House

I respond to emails from the board. I participated in the annual meeting and election Zoom meeting. Along with representatives from our local chapter, we are working towards increasing recognition of the national, state, and local chapters by working with our employer.

Respectfully submitted,

Linda Vitzthum, CMA (AAMA)



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2

3 Date: October 1, 2021

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6 To: Deniece Jozefiak, CMA (AAMA)
7 FSMA President

8

9 From: Alice Daniels, CMA (AAMA)
10 FSMA Bylaws Chair

11

12 This Committee Chair updated the FSMA bylaws and sent them to President Deniece
13 Jozefiak, CMA (AAMA).

14

15 This Committee Chair has received Chapter Bylaws, except from Mid Gulf Coast and
16 forwarded them to President Deniece Jozefiak, CMA (AAMA).

17

18 This Committee Chair has responded to all correspondence's received.

19

20 Thank you for allowing me to serve FSMA.

21

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FSMA BUDGET 2021-2022

Description	ACTUAL	BUDGET
INCOME		
DUES	11465	9000
TOTAL DUES	11465	9000
SEMINARS		
FALL	0	2500
Ways & Means Income	0	0
TOTAL SEMINARS	0	2500
ANNUAL MEETING		
Registration Income	0	9000
Ways & Means Income	0	0
TOTAL ANNUAL MEETING	0	9000
FUND TRANSFER FOR SPECIAL PROJECTS		
	0	0
	0	0
	0	0
TOTAL SPECIAL PROJECTS	0	0
TOTAL INCOME	11465	20500
EXPENSES		
AAMA ANNUAL MEETING		
NATIONAL DEL/ALT	2000	5000
TOTAL AAMA ANNUAL MEETING	2000	5000
SCHOLARSHIPS		
MAXINE WILLIAMS	100	100

FSMA	0	0
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TOTAL SCHOLARSHIPS	100	100
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SPECIAL PROJECTS

TEST (ZELLE) +\$5 -\$5	0	0
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	0	0
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	0	0
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TOTAL SPECIAL PROJECTS	0	0
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PRESIDENT

Travel	0	125
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Misc Expense	0	25
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TOTAL PRESIDENT	0	150
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PRES-ELECT

Presidents Gift	0	50
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Packets	0	25
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Misc Expense	0	0
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TOTAL PRES-ELECT	0	75
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SECRETARY

Misc Expense	0	10
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TOTAL SECRETARY	0	10
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TREASURER & PIN

Bond	122	125
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Pres. Pin Expense	0	190
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TOTAL TREASURER	122	315
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SPEAKER / VICE SPEAKER

Misc Expense	0	10
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TOTAL SPEAKER / VICE SPEAKER	0	10
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Budget & Finance

Misc Expense	0	10
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TOTAL Budget & Finance	0	10
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BYLAW-P&P

Misc Expense	0	10
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TOTAL BYLAW-P&P	0	10
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CERTIFICATION & MEMBERSHIP

TRAVEL	0	10
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AWARDS	0	0
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Misc Expense	0	0
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TOTAL CERTIFICATION & MEMBERSHIP	0	10
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Communications

Constant Contact	260	800
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Website	119.4	125
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Misc Expense	0	0
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SURVEY MONKEY	0	350
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TOTAL Communications	379.4	1275
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CONTINUING EDUCATION

ZOOM MEETINGS	249.9	200
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Misc Expense	0	
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TOTAL CONTINUING EDUCATION	249.9	200
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EDUCATOR ASSEMBLY

Misc Expense	0	10
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TOTAL EDUCATOR ASSEMBLY	0	10
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MARKETING & COMMUNITY OUTREACH

Communication	0	100
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Marketing	0	100
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Misc Expense	0	0
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TOTAL MARKETING	0	200
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Meeting Coordinator

Misc Expense	0	10
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TOTAL Meeting Coordinator	0	10
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NOMINATING COMMITTEE

Misc Expense	0	10
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TOTAL NOMINATING COMMITTEE	0	10
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Annual Meeting Expenses

AV	0	1000
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HOTEL DEPOSIT MADE 06-15-2020	0	0
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Hotel Expense	0	6000
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Room & Reg Pres & AAMA Rep Room & Exp.	0	1000
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Color Guard HOD	0	100
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Decorations Installation	0	50
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Reg Supp	0	350
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Speaker Honorarium	0	1500
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Misc Expense	0	0
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TOTAL Annual Meeting Expenses	0	10000
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Fall Seminar

AV	0	250
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Hotel Expense		3000
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Reg Supplies	0	150
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Speaker Honorarium	0	500
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Misc Expense	0	10
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TOTAL Fall Seminar	0	3910
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TOTAL EXPENSES	2851.3	21305
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TOTAL INCOME	11465	
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FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

10-23-2921

To: Deniece Jozefiak, CMA(AAMA), President
FSMA Executive Council

From: Mary Lou Allison, CMA-C(AAMA)

Re: Communications and Web

FSMA Website, FSMA Facebook and Constant Contact offerings have been posted and updated with all information provided that Chapters and Executive Committee Members wished to be put on these Formats in a timely manner. This includes all design and formatting of these offerings.



Florida Society of Medical Assistants, Inc.

October 23, 2021

To: Deniece Josefiak, CMA (AAMA) FSMA President
FSMA Executive Board
FSMA Liaison

From: Marsha Benedict MSA, CMA-A (AAMA)
FSMA Education Chair

Many free zoom One-hour CEU presentations have been offered by the SW Chapter using the FSMA zoom site. FSMA members and other AAMA members have been very receptive to the opportunity.

October 23, 2021 Conference was held on Zoom. 5 CEUs were offered including Workplace Civility, Interdisciplinary Communication, Sarcoidosis, and Active Violence Emergency Response Training. Thank you to our own member from Brevard Chapter Nicole Sirry, CMA (AAMA) for volunteering her expertise and time as a speaker.

2022 Annual Conference will be held at the Holiday Inn Resort; Orlando FL; 13351 State Road 535. April 29-May 1, 2022. Topics of interest are Covid on the body, specifically the brain, Kidney Transplant, Head Injuries, specifically sports injury, ADHD. Anyone having any speakers in mind please advise the Education Chair.

FSMA Winter Conference January 22, 2022 will be held at Palm Beach State College; 4200 Congress Avenue; Lake Worth, FL 33461-4796. Two Speakers have been confirmed for the face-to-face conference. Philip J. Blatt, PT, PhD speaking on "Be STEADY for Fall Prevention" and Holly W. Pomeranz, D.O. "The Physical and History an Art and Skill". We will need at least one more two-hour speaker or two one hour.

Thank you. Penny Knight (Program Director at Palm Beach State College) for promoting the conference with your dean and providing a space for our Winter Conference. Welcome Penny to the FSMA board as part of the Meeting Coordinator/Education Committee.

The topics for Education are always interesting knowing there is always "something" to learn. Send your ideas to the 2021-2022 Education Chair if you have topics or speakers.

Thank you to Mary Lou Allison CMA-C (AAMA) for developing all the Constant Contact emails and Mary Lou CMA-C (AAMA) for posting all FSMA conferences on the web site.

Thank you to Marie Wiegelmann, CMA for sending in the CEU's to AAMA,

United we make a great team.

44 CC: Penny Knight CCMA (NHA)



Florida Society of Medical Assistants, Inc.

October 23, 2021

To: Deniece Josefiak, CMA (AAMA) FSMA President
FSMA Executive Board
FSMA Liaison

From: Marsha Benedict MSA, CMA-A (AAMA)
FSMA Meeting Coordinator Chair

October 23, 2021 Conference will be held on Zoom. 5 CEUs were offered including Workplace Civility, Interdisciplinary Communication, Sarcoidosis, and Active Violence Emergency Response Training. Thank you to our own member from Brevard Chapter Nicole Sirry, CMA (AAMA) for volunteering her expertise and time as a speaker.

2022 Annual Conference will be held at the Holiday Inn Resort; Orlando FL; 13351 State Road 535. April 29-May 1, 2022.

FSMA Winter Conference January 22, 2022 will be held at Palm Beach State College; 4200 Congress Avenue; Lake Worth, FL 33461-4796. The College is not far off 95 or the FL turnpike. Hotels near the College will be shared with FSMA members at a later date. It seems the best choice of hotels is off 95 near Jupiter. After many calls to the hotels, due to lack of staff, neither my hotel or myself have received a call back to reserve rooms in advance.

Thank you. Penny Knight (Program Director at Palm Beach State College) for promoting the conference with your dean and providing a space for our Winter Conference. Welcome Penny to the FSMA board as part of the Meeting Coordinator Committee.

It has been another good year for FSMA networking. We should all be proud of the accomplishments of FSMA and our chapters that have held FSMA together during this pandemic with free virtual CEU sessions. The topics for Education are always interesting knowing there is always "something" to learn. Send your ideas to the 2021-2022 Education Chair if you have topics or speakers.

Thank you to Mary Lou Allison CMA-C (AAMA) for developing all the Constant Contact emails and Mary Lou CMA-C (AAMA) for posting all FSMA conferences on the web site.

Thank you to Marie Wiegelmann, CMA for being my second eye by critiquing the agenda for the meeting,

United we make a great team.

CC: Penny Knight CCMA (NHA)



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

October 23, 2021

To: Deniece Jozefiak, CMA (AAMA) President, FSMA

From: Membership/Certification Committee

Kathryn J. Panagiotacos, CMA (AAMA) Chair

Betty Springer, CMA-C (AAMA) Member

Christine Petsalis, CMA (AAMA) Member

Regarding: FSMA Fall Executive Board

The Florida Society of Medical Assistants Membership and Certification Committee held several conference calls and multiple ongoing email exchanges to format and initiate a strategic plan for the term year of 2021-2022. It was agreed upon to list activity with key dates, assignments, methods of evaluation of success.

It was decided:

PURPOSE: Increase membership, retain members, support Chapter involvement in process

Promote an inclusion atmosphere for all to encourage continued membership

PLAN: To achieve Committee goals WE3 commit ourselves to:

1. CAMPAIGN TO "INVOLVE" with friendly, available interaction, prompt responses, encouragement with expanded interaction vehicles.
2. "GO2CHAPTER" promotion with interviews and Chapter area/member highlights
3. "RENEW REMINDERS" at all times during year with interaction ZOOM? FSMA Session to answer/announce
4. ENGAGE STUDENTS EARLY to encourage membership/continued membership post term
5. STATISTICS: Total membership FSMA analysis for membership market purposes
6. RENEWAL REWARDS: Discuss the possibility of student to active member discount
7. UTILIZE WEB/FACEBOOK for Chapter/Community Events/Student Announcements, Graduate comments
8. SPOT view: members only for job opportunities/no duplication ability
9. MEMBERSHIP AMBASSADORS: Create a subcommittee to train for assigned tasks with stated objectives.....attempts to promote future Committee members and FSMA participation

It is a difficult time to "engage" with so many changes in employment, MA lives directly affected by COVID and all related family issues AND a rapid change in the provision of healthcare with major advances in public access, telehealth, digital analytics, etc.

36 President Deniece Jozefiak, CMA(AAMA) was kept informed and was involved in approving
37 communication to members and leaders during the transition of temporary reassignment of NorthFL
38 Chapter members to Chapters in proximity to residence. Those members were duly notified that the
39 Chapters closest to their residence County was chosen with consideration for their request for change.
40 The receiving Chapter Presidents stepped up to the objective by providing a “welcome” announcement
41 to their newest Chapter members. This committee worked diligently to notice all those involved in the
42 transition. Committee Member Christine Petsalis, CMA(AAMA) provided the membership listing
43 information with county listing exchange and provided AAMA Membership with the final roster.

44 Notice was sent to all current and non-renewing members advising of the AAMA extended membership
45 term and discount. Statistics will be kept with reference to the types of renewal terms. Additionally, we
46 are in a discussion to consider a request for a Student Member Ambassador component.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 23, 2021

To: Deniece Josefiak., CMA, (AAMA) FSMA President
Executive Council Members
Physician Liaison

From: Marsha Beneidct, CMA-A (AAMA)
Nominating Chair

This chairperson has been available to assist FSMA Executive Council and FSMA members when needed. All correspondence has been answered in a timely fashion.

This chairperson will has request an e-blast be sent to members asking for volunteers to run for elected offices within this society to serve for the 2022-2023 year. This chairperson will also send an email to chapter presidents asking for their assistance in reaching out to members asking for volunteers to fill the elected positions for the 2022-2023 year.

Thank you for the opportunity to serve the Florida Society of Medical Assistants.



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2
3 Date: October 1, 2021
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6 To: Deniece Jozefiak, CMA (AAMA)
7 FSMA President
8

9 From: Jeanette Tyler, CMA (AAMA)
10 President, Brevard County Chapter of Medical Assistants
11

12 The Brevard Chapter took a break from offering CEU meetings online for the months of
13 July, August, and September. We will resume with meetings in October and November.
14

15 I sent a welcome email to our members from North Florida informing them of our
16 Facebook group and our online CEU meetings. I received positive responses from a few
17 of them thanking our chapter for including them.
18

19 Our chapter is represented on the state and national level. Linda Vitzthum, CMA
20 (AAMA) serves as FSMA's Vice Speaker of the House as well as the CEB nationally.
21 Nicole Sirry, CMA (AAMA) also serves nationally on the CEB and the PMTF.
22

23 Respectfully submitted,
24

25
26 Jeanette Tyler, CMA (AAMA)
27
28
29



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

September 12, 2021

To: Deniece Jozefiak, CMA (AAMA), FSMA President
FSMA Executive Board
Chapter Representatives
Committee Chairs
Physician Liaisons

From: Mary Morris, CMA (AAMA)
Central Florida Chapter President

Re: Central Florida Chapter Report for Fall Seminar 10/23/21

The Central Florida Chapter now services the following counties: Lake, Levy, Marion, Orange, Osceola, Seminole, Polk and Volusia counties.

The Central Florida chapter would like to welcome those members that were part of the North Florida Chapter and reside in the North Central section. They have recently joined our chapter. (Approximately 28 members) As the North Florida Chapter works to revitalize their chapter, we welcome these members with open arms.

Due to the continuing pandemic and the fact that the COVID 19 cases continue to rise with the new variants, the Central Florida Chapter continues to not meet in person. The officers will revisit the way we meet and when towards the end of this year.

The Central Florida chapter continues to struggle as do many chapters with finding new members to step up and volunteer for officer positions. We must find new members to help fill these important positions so that the chapter can continue to thrive and exist.

The Zoom meeting that was held on Saturday, May 15, 2021 to discuss election of officers, to update chapter members with what transpired at the FSMA Annual meeting, and to discuss future in person vs. Zoom meetings was a major disappointment, as the only attendees were myself, Maria Wiegelmann, and Chuck Cleary. This right here explains the situation this chapter is in and the need for things to turn around or the future of the chapter may be in jeopardy.

The pandemic has allowed all members ample opportunity to earn CEUS if they choose to do so via Zoom and other platforms. A continued thanks to the Southwest Chapter

39 and Brevard chapter for offering CEUS during the pandemic. Chapter members can visit
40 the AAMA website for additional CEUS being offered by other states as well.

41
42 Thank you to Mary Lou Allison, CMA-C, (AAMA), Web Master and Marketing and
43 Communications Chair for posting all chapter updates and job opportunities in a timely
44 manner via the website and eBlasts.

45
46 This Chapter President wants to again thank Maria Wiegelmann, CMA (AAMA), for
47 being a continued integral part of keeping this chapter going. Chapter communications
48 and the Central Florida chapter Face book page are kept up to date thanks to Maria and
49 her efforts.

50
51 We do invite all members to follow the Central Florida Chapter of Medical Assistants
52 Face book page for the latest updates and happenings with the chapter.

53
54 For any of our new members that came from the North Florida Chapter, please feel free
55 to contact myself or Maria if you have any questions or would like to serve as Vice
56 President or help to find speakers for our seminars once the chapter does resume
57 meetings.

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FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 23, 2021

To: Deniece Jozefiak, CMA (AAMA) FSMA, President

From: Kathryn J. Panagiotacos, CMA (AAMA)
Central Gulf Coast Chapter, President

Regarding: FSMA Fall Executive Board Meeting

The Central Gulf Coast Chapter has remained quiet the beginning of this year and through the summer months. The FSMA Membership committee sent information regarding the inclusion of the North Florida Chapter designees of the Northwest chapter who now are fellow members of our Chapter. The officers have met and will update our Chapter page as it is idle currently. Once, a plan is set the chapter will communicate the new scheduled plans.

The officers have had two phone conferences to at least stay in touch with the minimum of duties to attend. We have determined to make changes for the upcoming months. We thank President Deniece Jozefiak, CMA (AAMA) for her addressing any needs or questions during this time.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

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3 Date

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6 To:

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8 From: MID GULF CHAPTER

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12 NO REPORT SUBMITTED



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 1, 2021

To: President of the General Assembly
Deniece Jozefiak, CMA(AAMA)
RE: Treasure Coast Chapter Annual Report

From: Treasure Coast Chapter

The Treasure Coast Chapter of Medical Assistants consists of Martin, St. Lucie, Indian River, and Okeechobee counties. The chapter continues to hold various events to its members.

Our 2020-21 meetings would have been combined with our free continued educational topics and held between January-April and September-November. We traditionally would meet at least monthly however, due to COVID 19 all in-person meetings have been cancelled.

We had our meeting for elections on April 8, 2021 via ZOOM. The chapter board members were voted in and results were sent to FSMA, Inc.

In keeping with COVID 19 recommendations, business meetings for the chapter were conducted via ZOOM. It was decided by the board to continue to promote ZOOM CEU educational opportunities offered through the FSMA and AAMA websites and constant contact. TC Chapter FaceBook page continues to be a valuable platform for communication.

On behalf of the Treasure Coast Chapter, we would like to thank those who support our chapter during the year. We appreciate your time, support, understanding, mentorship, and guidance in our success. We look forward to your continued support and new opportunities.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

10-23-2921

To: Deniece Jozefiak, CMA(AAMA), President
FSMA Executive Council

From: Joyce Baldwin, CMA(AAMA), President

Re: SE Chapter Report

The Southeast Chapter has not had formal meetings this year. We have provided our membership with online information regarding job openings within our chapter. We also use the communication opportunities supplied by the FSMA with the Constant Contact e-mails, our Chapter Web Page and Facebook

We also continued our sponsorship of providing refreshments to the Medical Assisting Schools in our Chapter for Medical Assistants Day.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: October 23, 2021

To: Deniece Jozefiak, CMA (AAMA)
FSMA President

From: Deniece Jozefiak, CMA (AAMA)
South West Chapter of Medical Assistants

The South West Chapter of Medical Assistants continues to hold monthly zoom meetings open to all AAMA members. The chapter took June and July off. This chapter has had up to 200 members attend from multiple different states. Many have joined the chapter Facebook Page. Speakers have been obtained by having all AAMA members be able to attend.

Speaker are set through December. November will be PTSD and December will be Domestic Violence.

Officers were sent to the FSMA President and Mary Lou Allison, CMA-C (AAMA) to post on the website.

This Officer would like to thank Mary Lou Allison, CMA-C (AAMA) for all her help with the chapter website page, constant contact and the e-blasts that go out for upcoming events.

The chapter continues to use its Facebook page.

This officer would like to thank the faithful chapter members and other FSMA members for all their dedication and hard work this year. It was a big team effort to obtain speakers for zoom.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

10.23.2021

To: Deniece Jozefiak, CMA (AAMA), President
FSMA Executive Council

From: Mary Lou Allison, CMA-C(AAMA), Delegate
Joyce Baldwin, CMA (AAMA), Delegate

Re: Delegate to AAMA Report

The AAMA 65th Annual meeting was held at the Westin Galleria in Houston Texas. We attended all meetings concerning the Business of the AAMA House of Delegates and held the 3 proxies for the FSMA Delegates that were unable to attend the meeting. We also attended the Orientation of the Delegates was conducted via ZOOM prior to this meeting. Health and Safety protocols were given to all attendees and followed by all.

At the State Leaders Session, we were introduced to the new AAMA staff members of the Marketing and Communication Department and their exciting new ideas. Of note should a State Society or Chapter choose to have a new logo created, they will make one with the AAMA Logo and Society name, the request form is on the AAMA Website. They are also working on a Welcome Packet for elected leaders. Their email is marcom@aama-ntl.org. Two State Societies presented samples of Leadership Training in their states.

Pictures were taken by the AAMA Staff at all functions, we put the link on the FSMA Facebook Page so our members could see.

The Continuing Education Board presented their new Professional Development opportunity coming soon in the E-Learning Center to bring a "Badge" system of education that will increase skills of medical assistants to get extra specialized training in different areas, so keep an eye on those opportunities in communications from AAMA.

At the President's Banquet Joyce stood in for our President and we will give it to Deniece in January when we have our meeting.

Newly elected Officers and Trustees of AAMA are: Vice President, Deborah Novak, CMA (AAMA), Speaker of the House, Monica Case, CMA (AAMA), Vice Speaker of the House, Aimee Wicker, CMA (AAMA), Trustees, Sandra Williams, CMA (AAMA), Jane Seelig, CMA (AAMA), Natasha Geno, CMA (AAMA), Candy Miller, CMA (AAMA), Sherry Bogar, CMA (AAMA).

We have prepared an Excel Spreadsheet detailing the results of the Proposed Bylaw Amendments presented by the BOT, they follow below.

We thank you for the opportunity to serve the FSMA at the AAMA Annual Meeting.

BYLAW RESULTS

AAMA BYLAWS AMENDMENTS IN ORDER AS CONSIDERED PART 1	VOTE	AAMA BYLAWS AMENDMENTS IN ORDER AS CONSIDERED PART 2	VOTE
AMENDMENT 21-01 ARTICLE X SECTION 3 BOT REMOVAL FROM OFFICE	Passed as Amended to read : Failure to perform duties given just cause for removal or to pay dues by December 31.	AMENDMENT 21-11 ARTICLE VII SECTION 4 BOT QUALIFICATIONS	FAILED NO MAJORITY VOTE
AMENDMENT 21-02 ARTICLE XVI SECTION 1 EXECUTIVE OFFICE	Passed to Remove the entire Article	AMENDMENT 21-12 ARTICLE IX SECTION 1 NOMINATIONS	FAILED NO MAJORITY VOTE
AMENDMENT 21-03 ARTICLE XXI DISSOLUTION	Passed to add sentence: A meeting of the HOD must be called to discuss any proposal to dissolve the AAMA. Such dissolution proposal must be approved by a two-thirds vote of the HOD.	AMENDMENT 21-18 ARTICLE XX CONFERENCE	Passed to add the following. As specified in Article IX, Section 2,B, the BOT may cancel an Annual Conference if a state of emergency, as determined by the BOT precludes the holding of an Annual Conference.
AMENDMENT 21-04 ARTICLE VII SECTION 3 DUES	Passed to read: To serve and and continue to serve as a Delegate Alternate, Officer or Trustee dues must be paid by December 31 for each year of office	AMENDMENT 21-19 ARTICLE XV SECTION 4.B HOD	FAILED NO MAJORITY VOTE
AMENDMENT 21-05 ARTICLE XVII - SECTION 3 PUBLICATION	FAILED NO MAJORITY VOTE	AMENDMENT 21-16 ARTICLE XVII SECTIONS 2-5 CEO	Passed. Allows the Executive Office Leadership to serve as chief administrator of the AAMA under the direction of the BOT
AMENDMENT 21-06 ARTICLE XV SECTION 2. C 1-2 HOD	Passed to include December 31st dues paid date for determination of a state society representation in the HOD	AMENDMENT 21-17 ARTICLE XIX SECTIONS 2-4 FINANCE	Passed. Clarifies the responsibilities and timeframes regarding financial duties.

AMENDMENT 21-07 ARTICLE XV SECTION 2.C3 HOD	Passed to show that a Delegate and Alternate serves from the opening of the HOD until the Next convening of the HOD	AMENDMENT 21-14 ARTICLE XII SECTION 1 BOT	Passed adds the Executive Office Leadership role and changes the wording to "PROVIDER" Liaison Board.
AMENDMENT 21-08 ARTICLE XV SECTION 3.D HOD	FAILED NO MAJORITY VOTE	AMENDMENT 21-13 ARTICLE XII SECTION 1& 2 ARTICLE XIII SECTION 3 BOT	Passed. Reflects the change of medical assistants working under the authority and supervision of licensed providers other than physicians.
AMENDMENT 21-09 ARTICLE XV SECTION 4.C HOD	Passed stating that Constituent Societies HOD Proxy Cards can be signed by any Constituent Society Officer.	AMENDMENT 21-15 ARTICLE XII SECTION 6 BOT MANAGEMENT STEERING COMMITTEE	FAILED NO MAJORITY VOTE
AMENDMENT 21-10 ARTICLE II PURPOSE	FAILED NO MAJORITY VOTE	AMENDMENT 21-20 ARTICLE XV SECTION 5 HOD	Passed Removes the use of the U.S. Mail for voting by HOD



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: November 9, 2019

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

From: Deniece Jozefiak, CMA (AAMA)
Delegates Report

This Delegate attended the Delegate/Alternate orientation on Saturday September 14, 2019. During this session the delegates/alternates were given the a-b-c's of Parliamentary Procedures.

It was discussed to dress appropriately and keep your phones turned off.

During this session voting members were taught and practiced the electronic voting to be used during the House of Delegates, September 15, 2019.

This Delegate was part of the AAMA Leadership Committee and was part of the State Leadership Meeting. It was an honor and privilege to serve on this AAMA Committee. This year this Delegate will be serving on the Marketing Team for AAMA.

This Delegate was on the Reference Committee on proposed Bylaw changes from the AAMA Board of Trustees.

This Delegate attended the House of Delegates on September 15, 2019. The morning session was to take care of business and meet the Candidates running for Office or Trustee positions.

Members were nominated for the nominating committee:

Kellie Humma, CMA (AAMA) PA, Dawn Alter, CMA (AAMA) TN, Paula Purdy, CMA (AAMA) OR, Natasha Geno, CMA (AAMA) OH, Stephanie Dotson, CMA (AAMA) SC, Dawn Jordan, CMA (AAMA) MA, and Jean Seely, CMA (AAMA) IN.

The four voted by the Delegates were Paula Purdy, CMA (AAMA) OR, Jean Seely, CMA (AAMA) IN, Stephanie Dotson, CMA (AAMA) SC and Natasha Geno, CMA (AAMA) OH.

Vice President:

Patricia Licurs, CMA AAMA SC

Karen Minchella, CMA (AAMA) PhD MI

Secretary Treasure: Virginia Thomas, CMA AAMA) VA

Trustee:

Franky Favata, CMA (AAMA) NH

Shelly Gingrich, CMA (AAMA) WA

Rebecca Surratt, CMA (AAMA) NC

After the candidates were finished Don Balasa, JD,MBA and the Certifying Board made a presentation regarding the Details and Criteria for the CMA (AAMA) Certification Examination Eligibility Pilot Program.

The Certifying Board of the American Association of Medical Assistants (AAMA) has approved the launch of a three-year pilot program, which opens a new education pathway for medical assistants to become eligible to sit for the CMA (AAMA) Certification Exam. In order to be eligible for this pathway to CMA (AAMA) certification, candidates must have graduated from a post-secondary medical assisting program and has to meet the criteria set forth by the Certifying Board and must pass the CMA (AAMA) examination. The entire guidelines are on the AAMA Website.

After the morning session was over the Reference Committees meet on Reports and Proposed bylaws.

There was no discussion on reports from the Officers, Trustees, Committee Reports, Strategy Teams or Legal Council. Editorial errors will be corrected.

Proposed Bylaw changes:

ARTICLE IX- NOMINATIONS AND ELECTIONS, SECTION 1. NOMINATIONS

PROPOSED WORDING:

A. There shall be a nominating Committee of five members elected as follows:

1. Four members shall be elected by the House of Delegates following nomination from the floor, with a plurality vote electing. **Each member must be serving as a current delegate or alternate delegate and be present in the House of Delegates:**

The Reference Committee on Bylaws has moved that Amendment 19-01 not be adopted after discussion during the reference hearings.

PROPOSED BYLAWS AMENDMENT 19-02

86
87 **ARTICLE IX- NOMINATIONS AND ELECTIONS, SECTION 1. NOMINATIONS**
88

89 **PROPOSED WORDING:**
90

- 91 C. In order to be considered by the Nominating Committee, nominations shall be
92 submitted to the Chair of the Nominating Committee postmarked no later than
93 **May 1.**
94

95 The Reference Committee on Bylaws moves that 19-02 be adopted.
96

97 **PROPOSED BYLAWS AMENDMENT 19-03**
98

99 **ARTICLE IX NOMINATIONS AND ELECTIONS SECTION 1. NOMINATIONS**
100

101 **PROPOSED WORDING:**
102

- 103 F. 2. Documentation of the qualifications of the nominee and written consent to
104 serve have been submitted to the Speaker of the House **30 calendar days prior to the**
105 **last business day before the opening of the House of Delegates.**
106

107 The Reference Committee on Bylaws moves that 19-03 be adopted.
108

109 After the Reference Committee Hearings, a lengthy discussion was held on the new
110 pilot program that was passed. Members were either passionate for this opportunity or
111 totally against it. If it does not work out the pilot program will end after 3 years. This
112 information can be found on the AAMA Website.
113

114 During the second session of the House voting was done and the new officers are:

115 Vice President:	Patricia Licurs, CMA (AAMA) SC
116 Secretary/Treasurer:	Virginia Thomas, CMA (AAMA) VA
117 Trustees:	Shelly Gringrich, CMA (AAMA) WA
118	Rebecca Surratt, CMA (AAMA) NC
119	Franky Favata, CMA (AAMA) NH

120

121 Good and farewell statements were heard by many members.
122

123 This member appreciates the vote of confidence that was place upon this delegate to
124 act in the best interest of FSMA.
125