



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 **Pre GA EXECUTIVE COUNCIL MEETING**

2 **UNITED WE BUILD A BETTER FUTURE**

3 Renaissance Orlando Airport Hotel; 5445 Forbes Place; Orlando Fl 32812

4 Date April 26,2019

5 The Executive Council Meeting of the Florida Society of Medical Assistants will now come to order at
6 _____ PM.

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

8 **ROLL CALL**

9 President	Marsha L. Benedict, MSA, CMA-A (AAMA)
10 Vice President	Loxie Kistler, CMA(AAMA)
11 Secretary	Mary Morris, CMA(AAMA)
12 Treasurer	Mary Lou Allison CMA-C(AAMA)
13 Speaker of the General Assembly	Heidi Fortin CMA(AAMA)
14 Vice Speaker of the G.A.	Deniece Josefiak, CMA (AAMA)
15 Immediate Past President	Judy Seymour, CMA (AAMA)

16 **CHAPTER REPRESENTATIVES**

17 Brevard	Kathleen Quinn CMA (AAMA) absent approved
18 Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA) absent approved
19 Request Central Florida	Mary Morris CMA (AAMA)
20 North Florida	Loxie Kistler, CMA (AAMA)
21 Mid Gulf Coast	Debra Hancock, CMA (AAMA)
22 Southeast	Joyce Baldwin, CMA (AAMA)

23 Southwest Deniece Jozefiak, CMA (AAMA) Proxy
24 Treasure Coast Theresa Errante-Parrino CMA (AAMA) absent approved

25 **EXECUTIVE COMMITTEE CHAIRS**

26 Budget & Finance Mary Lou Allison CMA-C(AAMA)
27 Bylaws/Policy & Procedures Kathryn Panagiotacos, CMA (AAMA)absent approved
28 Education Maria Wiegelman, CMA (AAMA)
29 Educators Forum Vacant
30 Marketing/Community Outreach Loxie Kistler, CMA (AAMA)
31 Meeting Coordinator Marsha Benedict CMA (AAMA)
32 Membership/Certification Christine Giri CMA (AAMA) Absent approved
33 Nominating Loxie Kistler CMA (AAMA)

34 **PHYSICIAN LIAISON**

35 Joel Martin MD
36 Brent M. Schillinger MD (Welcome)
37 Tra'Chella Foy MD (Welcome)

38 **SEATING OF THE PROXIES**

39 What is the pleasure of the Executive Council regarding the seating of the proxies?
40 _____ moved to seat the proxies. Is there a second? _____ Any
41 discussion? _____ CMA (AAMA) seconded
42 the motion. Motion Carried.
43 The proxies may be seated.
44 Is there a quorum present?
45 The minutes of the Executive Board Meeting November 17, 2018 were available on line and
46 distributed.
47 Are there any corrections to the _____ minutes?
48 What is the pleasure of the board regarding the _____ minutes?

49 Motion made by _____ to accept the minutes as written or corrected. Is
50 there a second? _____ Any discussion? _____

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

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

53 **TREASURER REPORT**

54 Checking: Savings: Balance:

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

57 **OFFICER REPORTS**

58 President Marsha L. Benedict, MSA, CMA-A (AAMA)

59 Vice President Loxie Kistler, CMA(AAMA)

60 Secretary Mary Morris, CMA(AAMA)

61 Treasurer Mary Lou Allison CMA-C(AAMA)

62 Speaker of the General Assembly Heidi Fortin CMA(AAMA)

63 Vice Speaker of the G.A. Deniece Jozefiak, CMA (AAMA)

64 Immediate Past President Judy Seymour, CMA (AAMA)

65 **CHAPTER REPRESENTATIVE REPORTS**

66 Brevard Walter Nichols CMA (AAMA) Proxy

67 Central Gulf Coast Nancy Collins, CMA (AAMA) Proxy

68 Central Florida Mary Morris CMA (AAMA)

69 North Florida Loxie Kistler, CMA (AAMA)

70 Mid Gulf Coast Debra Hancock, CMA (AAMA)

71 Southeast Joyce Baldwin, CMA (AAMA)

72 Southwest Vilma Matias , CMA (AAMA) Proxy

73 Treasure Coast Pam Giannone CMA (AAMA) Proxy

74

75

EXECUTIVE COMMITTEE REPORTS

76 Budget & Finance Mary Lou Allison CMA-C (AAMA)

77 Bylaws/Policy & Procedures Nancy Collins, CMA (AAMA) Proxy

78 **Note: All policies and Procedures have been updated and sample forms can be found under**
79 **documents on the website. Thank you Mary Lou for helping me with this process. Everyone please**
80 **take a look at all the documents and let us know if something is missing or an error is present.**

81 **Chapters have been sent the copy of their bylaws to update and send to me and the 2019-2020 Bylaws**
82 **Chair. Deadline June 1, 2019.**

83 Education Maria Wiegelmann, CMA (AAMA)

84 Marketing/Community Outreach Loxie Kistler, CMA (AAMA)

85 Meeting Coordinator Marsha Benedict CMA (AAMA)

86 Membership/Certification Christine Giri CMA (AAMA) Absent approved

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88

CORRESPONDENCE

89 AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

90 BOARD OF TRUSTEES AND

91 ENDOWMENT HIGHLIGHTS

92 February 8-9, 2019

93 ♣

94 Reviewed the Income Statement of the General Fund for

95 the Fiscal

96 Year 2018.

97 ♣

98 Eliminated the position of Constituent Societies Liaison, as these

99 responsibilities are being handled by others.

100 ♣

101 Authorized CEO Balasa to contact CAAHEP and ABHES accredited
102 programs in other health care disciplines regarding their willingness to
103 give advanced standing to CMAs (AAMA) who have graduated from a
104 CAAHEP or ABHES accredited medical assisting programs.

105 ♣

106 Allocated a reserve of \$100,000 to the Continuing Education Board,
107 to use in developing future Assessment -Based Certificate programs
108 for CEU credit.

109 ♣

110 Reviewed the updated Strategic Issues Plan and approved it.

111 ♣

112 Reviewed and accepted a report from CEO Balasa on his schedule of
113 upcoming live -via -phone CEU presentations on the Professional
114 Less -Regulation Movement
115 .
116 State and chapter leaders were in attendance from Colorado, Michigan,
117 and Wisconsin
118 .
119 Reminder that AAMA Volunteer Forms are on AAMA website. Anyone desiring to be on a committee
120 should fill out a form. Anyone desiring to run for trustee must run from the floor. Deadline was April 1.

121 **OLD BUSINESS**

122 Dictionary of verbiage for GA to be put on the website.

123

124 **UNFINISHED BUSINESS**

125

126 Ad Hoc Committee United WE stand will be disband. The results/ future of/the strategic plan of
127 the Ad Hoc Committee. Loxie Kistler

128

129 **NEW BUSINESS**

130 Make sure you visit the American Cancer Society Booth tomorrow. They have sent a representative with
131 handouts you may take back to your office. I shared with her the relationship with AAMA and the
132 endeavor to promote colon screening. Our speaker in the am will be discussing this topic.

133 **ANNOUNCEMENTS**

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

138

139 The Fall 2019 Conference will be held on Nov 9, 2019 Embassy Suites by Hilton Fort Myers-Estero;
140 10450 Corkscrew Commons Drive; Estero, FL 33928; Telephone 230-444-5497. Room rate is \$129.00.
141 Free parking. Hotel Link: Coming soon.

142

143 2020 Annual Conference will be held May 1-2, 2020 at the Red Lion Buena Vista South; 5150 West Orlo
144 Bronson Memorial Hwy, Kissimmee, FL 407-997-2800 (Florida Society of Medical Assistants) Room rate
145 \$107.00; 2 free breakfasts; waived resort fee, no charge for education rooms; free parking. Deadline for
146 booking 4/10/2020.

147 Don't forget to make your hotel reservations. All information will be on the website.

148 The 63nd AAMA Annual Conference will be held on September 13-16 2019 Sheraton Greensboro at Four
149 Seasons, in Greensboro, North Carolina. September, 2020 AAMA annual conference will be held
150 September 11-14, 2020, Hilton Orlando Lake Buena Vista, Fl.

151 The 2021Annual Conference will be held at the Westin Galleria Houston in Houston Texas, on
152 September 24-27, 2021.
153

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

155 Further announcements????

156 There being no further business to be brought before the FSMA Executive Council, this meeting is now
157 adjourned (at _____ PM by _____)