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FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Winter Meeting
EXECUTIVE COUNCIL MEETING
February 7, 2026

"FSMA – LEADING THE WAY!"

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

Will the Secretary, Deniece Jozefiak, CMA (AAMA) please take the roll?

OFFICERS

President	Jeanette Tyler, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Vice President	Christina Sears, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Secretary	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Treasurer	Mary Lou Allison, CMA-C (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Speaker General Assembly	Nancy Peterhansen, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Vice-Speaker General Assembly	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Immediate Past President	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent

EXECUTIVE COMMITTEE CHAIRS

Budget & Finance	Mary Lou Allison, CMA-C (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Bylaws/Policy & Procedure	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Education	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Marketing/Community Outreach	Christina Sears, CMA-C (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Membership/Certification	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Nominating	Christina Sears, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent

CHAPTER REPRESENTATIVES

Brevard	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Central Florida	Mary Morris, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Mid-Gulf	Jennifer Cole Shepard, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Southeast	Joyce Baldwin, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Southwest	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Treasure Coast	Marsha Benedict, CMA-A (AAMA)	<input type="checkbox"/> Present	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

SEATING OF THE PROXIES

Are there any proxies to be seated? ____ Yes ____ No

Proxy Name and Credential **Chapter**

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

_____ moved to seat the proxies. Is there a second?

(name and credential)

_____ Is there any discussion? _____

(name and credential)

All those in favor of seating the proxies signify by saying YES _____

All those opposed signify by saying NO _____

Motion carried / Motion defeated (circle one)

Madame Secretary, is there a quorum present? ____ Yes ____ No

(quorum = majority for Executive Council meetings)

TREASURER'S REPORT

Checking: \$ _____ Saving: \$ _____ **BALANCE: \$** _____

OFFICER REPORTS

President	Jeanette Tyler, CMA (AAMA)	____ on file ____ no report
Vice President	Christina Sears, CMA (AAMA)	____ on file ____ no report
Secretary	Deniece Jozefiak, CMA (AAMA)	____ on file ____ no report
Treasurer	Mary Lou Allison, CMA-C (AAMA)	____ on file ____ no report
Speaker General Assembly	Nancy Peterhansen, CMA (AAMA)	____ on file ____ no report
Vice-Speaker General Assembly	Linda Vitzthum, CMA (AAMA)	____ on file ____ no report
Immediate Past President	Deniece Jozefiak, CMA (AAMA)	____ on file ____ no report



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1

EXECUTIVE COMMITTEE REPORTS

2	Budget & Finance	Mary Lou Allison, CMA-C (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
3	Bylaws/Policy & Procedure	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
4	Education	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
5	Marketing/Community Outreach	Christina Sears, CMA-C (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
6	Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
7	Membership/Certification	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
8	Nominating	Christina Sears, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report

9

10

CHAPTER REPRESENTATIVE REPORTS

11	Brevard	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
12	Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
13	Central Florida	Mary Morris, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
14	Mid-Gulf	Jennifer Cole Shepard, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
15	Southeast	Joyce Baldwin, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
16	Southwest	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
17	Treasure Coast	Marsha Benedict, CMA-A (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report

18

19

CORRESPONDENCE

20

21

22

UNFINISHED BUSINESS

23

24 1. Partnership with Nemours

25

26

27

28

29 2. Reorganization to Bi-level: Updates

30

31 3. Patty Rock Recognition

32

33 4. FSMA Life Membership for 2026

34

35

36



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

NEW BUSINESS

1. DISCUSSION: David Knight Award—change to a scholarship? OR start a new scholarship?

ANNOUNCEMENTS

1. The minutes of this Executive Council meeting will be posted on the FSMA website within 30 days.
2. **FSMA dates to remember:**
 - 2/9/2026:** Bylaws Committee Meeting via ZOOM
 - 2/24/2026:** Education Committee Meeting via ZOOM
 - 3/8/2026:** Reports for Annual Meeting due to Speaker Peterhansen (copy to President Tyler). More info to come.
 - 3/14/2026:** CEU Session via ZOOM
 - 3/24/2026:** Education Committee Meeting via ZOOM
 - 3/30/2026:** Marketing/Community Outreach Committee Meeting via ZOOM
 - 4/6/2026:** Bylaws Committee Meeting via Zoom
 - 4/13/2026:** Marketing/Community Outreach Committee meeting via Zoom
 - 4/1/2026:** Education Committee Meeting via Zoom
 - 4/24-25/2026:** **FSMA Annual Meeting** Holiday Inn Resort Lake Buena Vista, Orlando FL 13351 State Road 55***New Venue Next Year!
3. **AAMA National Conference September 14-17 in Reno, Nevada. This is a Monday – Thursday conference this year.**

Additional announcements:

There being no further business to be brought before the Executive Council of the Florida Society of Medical Assistants, this meeting is now adjourned at _____ PM.

Jeanette Tyler

Jeanette Tyler, CMA (AAMA)
FSMA President



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 January 6, 2026

2 TO: Jeanette Tyler, BAS, CMA (AAMA), FSMA President
3 Executive Council Members

4 FROM: Jeanette Tyler, BAS, CMA (AAMA), FSMA President

5 RE: President's Report

6 This member is honored to be serving as Florida Society's President. Since the AAMA
7 Annual Conference in September 2025, this officer has done the following:

8

9 **October 2025:**

- 10 --met with FSMA Marketing Committee
- 11 --attended the Brevard Chapter's Fall Seminar
- 12 --met with FSMA Education Committee
- 13 --submitted form for Representatives Bureau to AAMA Vice President Sherry Bogar.
- 14 This year, State societies were not given the option to list their preferences for a
- 15 particular representative.
- 16 --wrote and distributed October President's Newsletter

17

18 **November 2025:**

- 19 --attended the FSMA Fall Seminar
- 20 --conducted the FSMA Fall Executive Council Meeting
- 21 --attended AAMA Board of Trustees Planning Meeting as newly elected Trustee
- 22 --attended Eastern Florida State College Medical Assisting Program Technical Advisory
- 23 Board meeting
- 24 --attended interprofessional education discussion with Nemours Children's Hospital and
- 25 members of FSMA Education Committee
- 26 --attended virtual AAMA Board of Trustees meeting as AAMA Trustee
- 27 --met with FSMA Education Committee
- 28 --wrote and distributed November President's Newsletter

29

30 **December 2025:**

- 31 --attended virtual AAMA Board of Trustees meeting as AAMA Trustee
- 32 --met with FSMA Bylaws committee
- 33 --wrote and distributed December President's Newsletter

34

35

36 **Upcoming January/February 2026:**

- 37 --AAMA Membership Committee
- 38 --AAMA Bylaws Committee

--FSMA Winter Seminar and Executive Council Meeting
--FSMA Annual Meeting Planning Session
--AAMA Maxine Williams Scholarship/Crystal Cole Award
--FSMA Education Committee Meeting
--FSMA Marketing/Community Outreach Committee Meeting
--FSMA ZOOM CEU
--AAMA Board of Trustees Winter Board Meeting in Chicago.

This officer is delighted to see the continued engagement and enthusiasm thus far from this year's Executive Council members and committees. This officer thanks each one for their dedication to the purpose of FSMA and to the promotion of our profession.

Respectfully submitted as FSMA continues to "LEAD THE WAY!",

Jeanette Tyler

Jeanette Tyler, BAS, CMA (AAMA)
FSMA President 2025-2026



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: January 5, 2026

To:

Jeanette Tyler, CMA (AAMA)

FSMA State President

From: Christina Sears, CMA (AAMA)

FSMA Vice President

This officer attended the Annual FSMA Conference held on April 25-26, 2025, in the Orlando, FL, at which she was elected as the Vice President for the 2025-2026 year. During this meeting, this officer was named to the chair of the Marketing and Community Outreach Chair and serves on the Education Committee.

This officer was also selected to by vote to represent the Florida Society of Medical Assistants at the National AAMA conference in Arlington, VA, September 19-23, 2025

Throughout the year, this officer has attended various CUE sessions form various Florida Chapters, including in person and virtual. Since the Fall Executive Council Meeting, this officer has attended the following CEU Sessions:

Diabetic Education on 10/4/2025

Liver Disease to Liver Transplant on 10/18/2025

IBD vs IBS on 10/18/2025

AFib on 11/8/2025

Social Determinants of Healthcare on 12/13/2025

This officer also served as the Vice President of Central Florida Chapter of FSMA.

This officer responded to email/text messages in a timely manner.

Christina Sears, CMA(AAMA)

Vice President of the FSMA



Florida Society of Medical Assistants, Inc.

February 7, 2026

To: Jeanette Tyler, CMA (AAMA)
FSMA President

From: Deniece Jozefiak, CMA (AAMA)
FSMA Secretary

This officer had submitted the FSMA Post General Assembly meeting within thirty days of the meeting. Minutes from the February 7, 2026 meeting will be completed within 30 days. It has been an honor to serve FSMA.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

02.07.2026

To: Jeanette Tyler, CMA (AAMA)
President

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

Re: Treasurer Winter Report

All financial data is in order. The FSMA bank accounts are at Bank of America, bank statements have been digitally saved.

All banking is done online at the BOA Website.

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

As the FSMA transitions to Bi-level status the Treasurer has received documentation of Financial closure of Chapter Bank accounts by:

- 1) SouthEast Chapter
- 2)

Thank you for the opportunity to serve FSMA

FSMA BUDGET 2025-2026

Description	ACTUAL	BUDGET
INCOME		
DUES	6820	11000
NORTH FLORIDA DEPOSIT 2023	2639.34	
SOUTHEAST CHAPTER DEPOSIT	3653.45	
CENTRAL FLORIDA CHAPTER DEPOSIT		0
TOTAL DUES	13112.79	11000
SEMINARS		
FALL	0	2500
	0	0
TOTAL SEMINARS	0	2500
ANNUAL MEETING		
Registration Income	0	6200
Ways & Means Income	0	0
TOTAL ANNUAL MEETING	0	6200
INCOME FROM ZOOM MEETINGS		
TRANSFERS FROM PAY PAL	350.63	100
TOTAL SPECIAL PROJECTS	350.63	350.63
TOTAL INCOME	13463.42	20050.63
EXPENSES		
AAMA ANNUAL MEETING		
NATIONAL DEL/ALT	6820	7000
FAMA CANDIDATE AAMA	500	0
TOTAL AAMA ANNUAL MEETING	7320	7000
SCHOLARSHIPS		
MAXINE WILLIAMS	100	100
FSMA/ DAVID KNIGHT AWARD	0	100
TOTAL SCHOLARSHIPS	100	200
SPECIAL PROJECTS		
1	0	0
2	0	0
TOTAL SPECIAL PROJECTS	0	0
PRESIDENT		
Travel	0	125
Misc Expense	0	25
TOTAL PRESIDENT	0	0
PRES-ELECT		
Presidents Gift	0	50
Packets	0	25
Misc Expense	7.44	0
TOTAL PRES-ELECT	7.44	75
SECRETARY		
Misc Expense	0	10
TOTAL SECRETARY	0	10
TREASURER & PIN		
Bond	122	125
Pres. Pin Expense	0	200
TOTAL TREASURER	122	325
SPEAKER / VICE SPEAKER		
Misc Expense	0	10
TOTAL SPEAKER / VICE SPEAKER	0	10
Budget & Finance		
Misc Expense BANK FEE	68	10
TOTAL Budget & Finance	68	10
BYLAW-P&P		
Misc Expense	0	10
TOTAL BYLAW-P&P	0	10
CERTIFICATION & MEMBERSHIP		
TRAVEL	0	0
AWARDS	0	0
Misc Expense	0	10
TOTAL CERTIFICATION & MEMBERSHIP	0	10
Communications		
Constant Contact	546	1000
Website	1071	2000
Zoom	159.9	500
Misc Expense (ISP GO DADDY 5 YEARS)	0	
TOTAL Communications	1776.9	3500
CONTINUING EDUCATION		
ZOOM MEETINGS	0	400
Misc Expense	0	
TOTAL CONTINUING EDUCATION	0	400
FSMA ZOOM SPEAKER HONORARIUMS		
PAYMENTS TO ZOOM SPEAKERS	700	0
TOTAL EDUCATOR ASSEMBLY	700	0
MARKETING & COMMUNITY OUTREACH		
Communication	0	100
Marketing	0	100
Misc Expense	0	0
TOTAL MARKETING	0	200
Meeting Coordinator		
Misc Expense	0	10
TOTAL Meeting Coordinator	0	10
NOMINATING COMMITTEE		
Misc Expense	0	10
TOTAL NOMINATING COMMITTEE	0	10
Annual Meeting Expenses		
AV	0	1000
HOTEL DEPOSIT	0	0
Hotel Expense	0	2500
Room & Reg Pres & AAMA Rep Room & Exp.	0	1000
Color Guard HOD	0	100
Decorations Installation	0	50
Reg Supp	0	100
Speaker Honorarium	0	1500
Misc Expense	0	0
TOTAL Annual Meeting Expenses	0	6250
Fall/ WINTER Seminar		
		10
TOTAL Fall Seminar	0	10
TOTAL EXPENSES	10094.34	18030
TOTAL INCOME	13463.42	19730



Florida Society of Medical Assistants, Inc.

February 7, 20026

To: Jeanette Tyler, CMA (AAMA)
FSMA President

From: Deniece Jozefiak, CMA (AAMA)
FSMA Past President

This officer has been available to assist in any FSMA President or FSMA Executive Board requests. It has been an honor to serve FSMA. This officer is looking forward to a new and exciting year with FSMA



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date: January 3, 2026

2 To: Jeanette Tyler, CMA (AAMA)

3 FSMA State President

4 From: Nancy Peterhansen, CMA (AAMA)

5 FSMA Speaker of the General Assembly

6 This officer attended the Annual FSMA Conference held on April 25-26, 2025, in
7 Orlando, FL, at which she was elected as the Speaker of the General Assembly for the
8 2025-2026 year.

9
10 This officer was named to serve on the Education Committee.

11 This officer attended FSMA Education Committee Meeting on October 28th and November 25th
12 by ZOOM. This officer proceeded to obtain a speaker for the February meeting.

13
14 This officer attended the Fall meeting held November 1, 2025

15
16 Throughout the year, this officer has attended various CUE sessions including:
17 Annual Learning gets a Bad Grade on 4/26/2025
18 From Basic to Brilliance: A Medical Assistant's Review on 4/26/2025
19 The Roll of Medical Assistant in Care of Dementia Patient 11/01/2025
20 High Reliability and Safety in Healthcare 11/01/2025

21
22 This officer responded to email/text messages from the FSMA President and other
23 board members in a timely manner.

24

25 Nancy Peterhansen, CMA(AAMA)

26 *Nancy Peterhansen*

27 Speaker of the General Assembly of the FSMA



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 1/4/2026

2

3 To: Jeanette Tyler, CMA (AAMA) and the executive board

4

5 From: Linda Vitzthum, CMA (AAMA)

6 Vice Speaker report

7 This officer has attended executive council meetings.

8 This officer is ready to assist the Speaker of the General Assembly during the annual meeting.

9 Respectfully submitted,

10 Linda Vitzthum CMA (AAMA)



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 1/4/2026

2

3 To: Jeanette Tyler, CMA (AAMA) and the executive board

4

5 From: Linda Vitzthum, CMA (AAMA)

6 Bylaws Chair report

7 The Bylaws committee has held meetings via Zoom. Bylaws have been revised to reflect the
8 change in moving from a trilevel society to a bilevel one. Final edits are being made and will be
9 submitted to the AAMA.

10 During our next meeting, we will go over the Policies and Procedures and discuss any needed
11 revisions.

12 Respectfully submitted,

13 Linda Vitzthum CMA (AAMA)



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 12/28/2025

2

3 To: Jeanette Tyler, CMA (AAMA) and the executive board

4

5 From: Linda Vitzthum, CMA (AAMA)

6 Education committee chair report

7 This chair and the education committee have successfully held a seminar on November 1,
8 2025 with speakers Christine Gibbs and Dr. Visa.

9 The education committee is working on upcoming seminars scheduled for February 7, 2026
10 and April 25, 2026.

11 The education committee is working on a possible partnership with other organizations in order
12 to provide additional opportunities for our members.

13 In lieu of the local chapters dissolving, the education committee is working on holding virtual
14 meetings on the following dates: 1/24/2026, 3/14/2026, 5/9/2026, 6/13/2026, 7/18/2026,
15 8/22/2026, 10/10/2026, and 12/12/2026.

16



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: January 5, 2026

To: Jeanette Tyler, CMA (AAMA)
FSMA State President

From: Christina Sears, CMA (AAMA)
Chairman of the Marketing and Community Outreach

Purpose: To promote the FSMA, CMA (AAMA) and other medical assisting credentials in Florida through social media, the community, healthcare providers, educational institutions and healthcare related entities. Provide resources, continuing education and professional development opportunities for members and non-member credentialed medical assistants. Engage the Florida Society in activities to provide assistance to the community related to public health and education. Provide service to the membership with social media and web maintenance. Subcommittee Chair to include Web Master and appointees for coordination of Facebook. Constant Contact.

Upcoming Meetings:

2/2/26

3/30/26- last decisions for State Conference

4/13/26- short meeting: final plans for State conference.

Update from meeting on 10/13/2025

Start of FSMA Spotlight on Facebook.

- Bimonthly posting with a brief intro and fun facts about the various leaders in the FSMA

- First FSMA Spotlight was Jeanette Tyler, CMA (AAMA)

- Future Leaders to be Spotlighted who have already submitted answers

- Linda Vitzthum, CMA. (AAMA)

- Deniece Jozefiak, CMA AAMA)

- Mary Lou Allison, CMA (AAMA)

This officer responded to email/text messages in a timely manner.

Christina Sears, CMA(AAMA)

Chairman of the Marketing and Community Outreach



Florida Society of Medical Assistants, Inc.

February 7, 2026

To: Jeanette Tyler, CMA (AAMA)
President FSMA
From: Marsha Benedict MSA, CMA-A (AAMA)
FSMA Meeting Coordinator.

A committee meeting will be held on January 12th and an addendum report will be presented at the FSMA zoom meeting February 7th.

FSMA has a contract to hold the FSMA 2026 annual meeting at the Holiday Inn Resort, Orlando Florida. This chair negotiated the price of the meeting room and room rate for April 24-26, 2026. The room rate will be \$107.00. Education rooms \$325.00 a day. Menu prices are determined 90 days prior to the event by the restaurant associated with the hotel. The Resort fees are waived, and parking is complimentary.

FSMA Executive Board approved the Holiday Inn Orlando International Airport 5750 TG Lee Blvd. as the site for the 2027 Annual Conference. We signed a contract for April 23-25, 2027. Room rate will be \$129.00. Many of you will remember we held our annual conferences at this site for many years. We left the site when they were remodeling. Maria visited the site and confirmed that the remodel is beautiful. Thank you, Maria.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

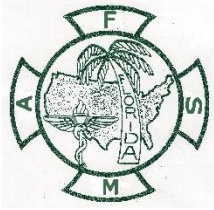
Affiliate of the American Association of Medical Assistants

1 Date: February 7, 2026
2 To:
3 Jeanette Tyler, CMA (AAMA)
4 President, Florida Society of Medical Assistants
5 From: Deniece Jozefiak, CMA (AAMA)
6 Membership/Certification Committee Chair
7 Committee Members
8 Donna Williams, CMA (AAMA)
9 Teresa Gonzales, CMA (AAMA)
10 RE: Membership Committee Report
11 Current FSMA Membership as of 2/7/2026: 812
12 11/1/25 758
13

14 This is the current total Membership list. As you can see the numbers are growing. This list as
15 of 1/3/26 is not accurate. Many due date payments ended 12/31/25. Some members are
16 listed as paying 1/2/26. It will take a bit for AAMA to have an accurate list.

17 This committee will have a zoom meeting after February 7, 2026, meeting and a new
18 breakdown is done. This chair is asking what direction FSMA wants this committee to go as
19 FSMA eliminated chapters. FSMA needs members to step up to keep FSMA moving forward.

20 This chair sent out letters to new members who have joined since the April Annual meeting.
21
22
23
24
25



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: January 5, 2026

To:

Jeanette Tyler, CMA (AAMA)

FSMA State President

From: Christina Sears, CMA (AAMA)

Chairman of the Nominating Committee

RE: Nominating Committee

This committee chair will be making personal inquiries to members regarding serving as 9 officers and/or committee members.

A Call for Volunteers will be posted to the FSMA Facebook page on February 3, 2026, with a deadline for submission in mid- March.

This officer responded to email/text messages in a timely manner.

Christina Sears, CMA(AAMA)

Chairman of the Nominating Committee



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 1/06/2026

2

3 To: Jeanette Tyler, CMA (AAMA) and the executive board

4

5 From: Linda Vitzthum, CMA (AAMA)

6 Brevard County Chapter of Medical Assistants Final Report

7 The Brevard County Chapter of Medical Assistants held meetings on the following dates in
8 2025:

9 January 18, 2025-Winter Seminar held at the auditorium inside Holmes Regional Medical
10 Center

11 February 5, 2025-Officer meeting

12 March 19, 2025-Zoom meeting

13 May 21, 2025-Officer meeting

14 May 25, 2025 Planning meeting

15 May 31, 2025-Spring seminar held at the Holmes Regional Medical Center Auditorium.

16 August 12, 2025 Planning session

17 September 10, 2025 planning session

18 October 6, 2025 planning session

19 October 11, 2025 Final seminar held at Holmes Regional Medical Center

20 In accordance with the Brevard County Chapter of Medical Assistants dissolving per the
21 Bylaws change voted on during the annual FSMA meeting in April 2025, the funds in the
22 Brevard treasury were donated to a local charity named Matthew's Hope in Brevard County,
23 Florida. The remaining balance was approximately \$839.0. The bank account for the chapter
24 was closed out and a zero balance remains.

25 Respectfully submitted,

26 Linda Vitzthum, CMA (AAMA)



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

January 4, 2026

To: Jeanette Tyler, CMA (AAMA), FSMA President

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

Re: Final Central Florida Chapter Winter Report for February 7, 2026

The Central Florida chapter serviced the following counties until 12/31/25: Union, Sumter, Putnam, Highlands, Bradford, Clay, Alachua, Baker, Lake, Levy, Marion, Orange, Osceola, Seminole, Polk and Volusia counties.

In the transition to a bilevel organization in January 2026, the chapter will dissolve on 12/31/25. As per our chapter bylaws, any remaining funds in the Central Florida Chapter checking account will be given to the Florida Society of Medical Assistants (FSMA) to be used for future continuing education opportunities and any other activities that will benefit the members of FSMA. The ending balance in the checking account that will go to FSMA is \$4,170.01. The treasury documents requested by FSMA President Tyler will be sent to FSMA treasurer Mary Lou Allison with a CC to FSMA President and Vice President.

An eblast was sent out to the Central Florida chapter members in the last week of November 2025 letting them know of the happenings with the chapter as well as having had several discussions on this during several Central Florida chapter business meetings.

The Central Florida chapter continued to meet through the Zoom platform for our CEU opportunities and business meetings as this was the most popular option for members with the best attendance.

The chapter's final hosting event before going Bilevel was on Saturday December 13 at 10:00 am. The speaker was Krishna Bhagat, PhD, MPH, MCHES. She spoke on Social Determinants of Healthcare for 1 CEU. A brief chapter meeting followed the speaker to wrap up any loose ends with the chapter before the transition to Bilevel in January.

The Central Florida chapter always believed in giving back to its members. For those Central Florida chapter members who attended December 13, 2025, Zoom CEU and business meeting, their name was entered into a drawing to have their AAMA dues reimbursed. A drawing was not needed since there were less than 20 Central Florida chapter members attending on December 13. To be eligible for dues reimbursement,

AAMA dues must have been paid by December 20, 2025 and attendance in both the CEU and business meeting. Dues reimbursement was offered for the October CEUS and business meeting as well.

For **October 18, 2025**, Zoom CEUS/business meeting the total attendance for the CEU was 51 with 71 registered. There were eleven Central Florida chapter members who attended with six being eligible for dues reimbursement of 87.00. For **December 13, 2025** Zoom CEU/business meeting, the total attendance for the CEU was 41 with 53 registrants. Sixteen in attendance at the business meeting. Eight Central Florida Chapter members were eligible to receive dues reimbursement after the December meeting. Checks were mailed out to all recipients by Matthew Romanello, CMA (AAMA), Chapter treasurer.

A big thank you to the officers of the Central Florida Chapter for all their hard work over the years in making the chapter a success. Take that energy and run with it to support FSMA so that they may continue to be successful for many years to come.

Please check out the updated FSMA website that went into effect on 1/1/26.
(www.fsmaonline.org)

It has been my pleasure to serve as the Central Florida Chapter President.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

February 7, 2026

To: Jeanette Tyler, CMA (AAMA) President, FSMA

Re: Executive Council Meeting

The Central Gulf Coast Chapter essentially has been dormant with no Chapter activity other than monitoring the bank account. Member Bonnie Chrimes, CMA (AAMA) Treasurer will prepare a check to present to the Florida Society of Medical Assistants to officially close the account.

There has been no activity or business. The 2025 meeting voted to become a Bilevel State Society this now enforced. As active members it is our intention to continue to support FSMA.

Sincerely,

Kathryn Panagiotacos, CMA (AAMA), President-Central Gulf Coast Chapter

Bonnie Chrimes, CMA (AAMA), Treasurer-Central Gulf Coast Chapter



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 02.07.2026

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3 To: Jeanette Tyler, CMA(AAMA), President

4 FSMA Executive Council

5 From: Joyce Baldwin, CMA(AAMA), President

6 Re: SouthEast Chapter Final Report

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8 The Southeast Chapter with affirmation of the SE Membership has transferred our bank
9 account balance of \$3,653.45 via Cashiers Check to the FSMA checking account. All
10 corroborating paperwork was sent to the FSMA President and Treasurer.

11 Our membership looks forward to being a part of establishing the new horizons of the Florida
12 Society of Medical Assistants.



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

Date: February 7, 2026

To: Jeanette Tyler, CMA (AAMA)
FSMA President

From: Deniece Jozefiak, CMA (AAMA)
South West Chapter President

The South West Chapter of Medical Assistants held its last chapter Zoom meeting Nov 7, 2025.

The South West Chapter Facebook page will be closed.

Th South West Chapter donated \$4,649.58 to C.A.R.E.S. The Center for Abuse and Rape Emergencies. Treasurer Heidi Fortin, CMA (AAMA) and myself went to the center to donate the money.

This Chapter President thanks all the members of the chapter and FSMA for the support over the years. Friendships made over the years will always be treasured.

Deniece Jozefiak, CMA (AAMA)
South West Chapter President



Florida Society of Medical Assistants, Inc.

February 7, 2026

To: Jeanette Tyler, CMA (AAMA)
President FSMA
FSMA Executive Board

Treasure Coast President
Marsha L, Benedict, CMA-A (AAMA)

Treasure Coast Chapter has not held any meetings this year, but as a member of FSMA, I plan on visiting IRSC and remain on the advisory board. I will also visit any other college in our area to promote Medical Assisting and AAMA.

A decision regarding continuation of local chapters was made at the General Assembly, therefore information regarding disbanding was sent to all Treasure Coast members. Treasure Coast Chapter Treasurer, Zooshan Plummer, sent the remaining funds and the December bank statement to President Tyler as requested.