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FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

“FSMA – LEADING THE WAY!”

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

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

OFFICERS

9	President	Jeanette Tyler, CMA (AAMA)	Present	Excused	Absent
10	Vice President	Christina Sears, CMA (AAMA)	Present	Excused	Absent
11	Secretary	Deniece Jozefiak, CMA (AAMA)	Present	Excused	Absent
12	Treasurer	Mary Lou Allison, CMA-C (AAMA)	Present	Excused	Absent
13	Speaker General Assembly	Nancy Peterhansen, CMA (AAMA)	Present	Excused	Absent
14	Vice-Speaker General Assembly	Linda Vitzthum, CMA (AAMA)	Present	Excused	Absent
15	Immediate Past President	Deniece Jozefiak, CMA (AAMA)	Present	Excused	Absent

EXECUTIVE COMMITTEE CHAIRS

17	Budget & Finance	Mary Lou Allison, CMA-C (AAMA)	Present	Excused	Absent
18	Bylaws/Policy & Procedure	Linda Vitzthum, CMA (AAMA)	Present	Excused	Absent
19	Education	Linda Vitzthum, CMA (AAMA)	Present	Excused	Absent
20	Marketing/Community Outreach	Christina Sears, CMA-C (AAMA)	Present	Excused	Absent
21	Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	Present	Excused	Absent
22	Membership/Certification	Deniece Jozefiak, CMA (AAMA)	Present	Excused	Absent
23	Nominating	Christina Sears, CMA (AAMA)	Present	Excused	Absent

CHAPTER REPRESENTATIVES

25	Brevard	Linda Vitzthum, CMA (AAMA)	_Present	_Excused	_Absent
26	Central Gulf Coast	Kathryn Panagiotacos, CMA (AAMA)	_Present	_Excused	_Absent
27	Central Florida	Mary Morris, CMA (AAMA)	_Present	_Excused	_Absent
28	Mid-Gulf	Jennifer Cole Shepard, CMA (AAMA)	_Present	_Excused	_Absent
29	Southeast	Joyce Baldwin, CMA (AAMA)	_Present	_Excused	_Absent
30	Southwest	Deniece Jozefiak, CMA (AAMA)	_Present	_Excused	_Absent
31	Treasure Coast	Marsha Benedict, CMA-A (AAMA)	_Present	_Excused	_Absent



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

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1

SEATING OF THE PROXIES

2 *Are there any proxies to be seated?* Yes No

3 **Proxy Name and Credential** **Chapter**

4 _____
5 _____
6 _____
7 _____

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

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

10 (name and credential)

11 _____ Is there any discussion? _____

12 (name and credential)

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

14 All those opposed signify by saying NO _____

15 Motion carried / Motion defeated (circle one)

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

17 (quorum = majority for Executive Council meetings)

18

TREASURER'S REPORT

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

21

OFFICER REPORTS

23 President	Jeanette Tyler, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
24 Vice President	Christina Sears, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
25 Secretary	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
26 Treasurer	Mary Lou Allison, CMA-C (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
27 Speaker General Assembly	Nancy Peterhansen, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
28 Vice-Speaker General Assembly	Linda Vitzthum, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report
29 Immediate Past President	Deniece Jozefiak, CMA (AAMA)	<input type="checkbox"/> on file <input type="checkbox"/> no report

30

31

32



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)	<u> </u> on file <u> </u> no report
3	Bylaws/Policy & Procedure	Linda Vitzthum, CMA (AAMA)	<u> </u> on file <u> </u> no report
4	Education	Linda Vitzthum, CMA (AAMA)	<u> </u> on file <u> </u> no report
5	Marketing/Community Outreach	Christina Sears, CMA-C (AAMA)	<u> </u> on file <u> </u> no report
6	Meeting Coordinator	Marsha Benedict, CMA-A (AAMA)	<u> </u> on file <u> </u> no report
7	Membership/Certification	Deniece Jozefiak, CMA (AAMA)	<u> </u> on file <u> </u> no report
8	Nominating	Christina Sears, CMA (AAMA)	<u> </u> on file <u> </u> no report

9

CHAPTER REPRESENTATIVE REPORTS

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

18

CORRESPONDENCE

UNFINISHED BUSINESS

1. Partnership with Nemours

- 29 2. Reorganization to Bi-level: Updates
- 30 3. Patty Rock Recognition
- 31 4. FSMA Life Membership for 2026



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1

2

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

5

6

7

8

ANNOUNCEMENTS

9

10

11 1. The minutes of this Executive Council meeting will be posted on the FSMA website
12 within 30 days.

13 2. **FSMA dates to remember:**

14 **2/9/2026:** Bylaws Committee Meeting via ZOOM

15 **2/24/2026:** Education Committee Meeting via ZOOM

16 **3/8/2026:** Reports for Annual Meeting due to Speaker Peterhansen (copy to
17 President Tyler). More info to come.

18 **3/14/2026:** CEU Session via ZOOM

19 **3/24/2026:** Education Committee Meeting via ZOOM

20 **3/30/2026:** Marketing/Community Outreach Committee Meeting via ZOOM

21 **4/6/2026:** Bylaws Committee Meeting via Zoom

22 **4/13/2026:** Marketing/Community Outreach Committee meeting via Zoom

23 **4/1/2026:** Education Committee Meeting via Zoom

24 **4/24-25/2026: FSMA Annual Meeting** Holiday Inn Resort Lake Buena Vista,
25 Orlando FL 13351 State Road 55***New Venue Next Year!

26 3. **AAMA National Conference September 14-17 in Reno, Nevada. This is a
27 Monday – Thursday conference this year.**

28

29

30 Additional announcements:

31

32

33 *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.*

34 *Jeanette Tyler*

35 Jeanette Tyler, CMA (AAMA)
36 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:

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

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

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

36 **Upcoming January/February 2026:**

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

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

46
47

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

51

52

53

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

55

56

57 *Jeanette Tyler*

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

60

61

62



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

5
6 Date: January 5, 2026
7 To:
8 Jeanette Tyler, CMA (AAMA)
9 FSMA State President
10
11 From: Christina Sears, CMA (AAMA)
12 FSMA Vice President
13
14 This officer attended the Annual FSMA Conference held on April 25-26, 2025, in the
15 Orlando, FL, at which she was elected as the Vice President for the 2025-2026 year.
16 During this meeting, this officer was named to the chair of the Marketing and
17 Community Outreach Chair and serves on the Education Committee.
18 This officer was also selected to by vote to represent the Florida Society of Medical
19 Assistants at the National AAMA conference in Arlington, VA, September 19-23, 2025
20
21 Throughout the year, this officer has attended various CUE sessions form various
22 Florida Chapters, including in person and virtual. Since the Fall Executive Council
23 Meeting, this officer has attended the following CEU Sessions:
24 Diabetic Education on 10/4/2025
25 Liver Disease to Liver Transplant on 10/18/2025
26 IBD vs IBS on 10/18/2025
27 AFib on 11/8/2025
28 Social Determinants of Healthcare on 12/13/2025
29
30 This officer also served as the Vice President of Central Florida Chapter of FSMA.
31 This officer responded to email/text messages in a timely manner.
32
33 Christina Sears, CMA(AAMA)
34 Vice President of the FSMA



Florida Society of Medical Assistants, Inc.

1
2 February 7, 2026
3
4
5 To: Jeanette Tyler, CMA (AAMA)
6 FSMA President
7
8
9 From: Deniece Jozefiak, CMA (AAMA)
10 FSMA Secretary
11
12 This officer had submitted the FSMA Post General Assembly meeting within thirty days of the
13 meeting. Minutes from the February 7, 2026 meeting will be completed within 30 days. It has
14 been an honor to serve FSMA.
15
16



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 02.07.2026

2

3

4 To: Jeanette Tyler, CMA (AAMA)
5 President

6

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

8

9 Re: Treasurer Winter Report

10

11

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

14 All banking is done online at the BOA Website.

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

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

18 1) SouthEast Chapter
19 2)

20 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.

1
2 February 7, 20026
3
4
5 To: Jeanette Tyler, CMA (AAMA)
6 FSMA President
7
8
9 From: Deniece Jozefiak, CMA (AAMA)
10 FSMA Past President
11
12 This officer has been available to assist in any FSMA President or FSMA Executive Board
13 requests. It has been an honor to serve FSMA. This officer is looking forward to a new and
14 exciting year with FSMA
15
16



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

5
6 Date: January 5, 2026
7 To: Jeanette Tyler, CMA (AAMA)
8 FSMA State President
9
10 From: Christina Sears, CMA (AAMA)
11 Chairman of the Marketing and Community Outreach
12
13 **Purpose:** To promote the FSMA, CMA (AAMA) and other medical assisting credentials
14 in Florida through social media, the community, healthcare providers, educational
15 institutions and healthcare related entities. Provide resources, continuing education and
16 professional development opportunities for members and non-member credentialed
17 medical assistants. Engage the Florida Society in activities to provide assistance to the
18 community related to public health and education. Provide service to the membership
19 with social media and web maintenance. Subcommittee Chair to include Web Master
20 and appointees for coordination of Facebook. Constant Contact.
21
22 Upcoming Meetings:
23 2/2/26
24 3/30/26- last decisions for State Conference
25 4/13/26- short meeting: final plans for State conference.
26
27 Update from meeting on 10/13/2025
28 Start of FSMA Spotlight on Facebook.
29 -Bimonthly posting with a brief intro and fun facts about the various
30 leaders in the FSMA
31 -First FSMA Spotlight was Jeanette Tyler, CMA (AAMA)
32 -Future Leaders to be Spotlighted who have already submitted answers
33 - Linda Vitzthum, CMA. (AAMA)
34 - Deniece Jozefiak, CMA AAMA)
35 - Mary Lou Allison, CMA (AAMA)
36
37 This officer responded to email/text messages in a timely manner.
38
39 Christina Sears, CMA(AAMA)
40 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

5
6 Date: January 5, 2026
7 To:
8 Jeanette Tyler, CMA (AAMA)
9 FSMA State President
10
11
12 From: Christina Sears, CMA (AAMA)
13 Chairman of the Nominating Committee
14
15 RE: Nominating Committee
16
17 This committee chair will be making personal inquiries to members regarding serving as
18 9 officers and/or committee members.
19
20 A Call for Volunteers will be posted to the FSMA Facebook page on February 3, 2026,
21 with a deadline for submission in mid- March.
22
23 This officer responded to email/text messages in a timely manner.
24
25 Christina Sears, CMA(AAMA)
26 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

1 January 4, 2026
2 To: Jeanette Tyler, CMA (AAMA), FSMA President
3 From: Mary Morris, CMA (AAMA), Central Florida Chapter President
4
5 Re: Final Central Florida Chapter Winter Report for February 7, 2026
6
7 The Central Florida chapter serviced the following counties until 12/31/25: Union,
8 Sumter, Putnam, Highlands, Bradford, Clay, Alachua, Baker, Lake, Levy, Marion,
9 Orange, Osceola, Seminole, Polk and Volusia counties.
10 In the transition to a bilevel organization in January 2026, the chapter will dissolve on
11 12/31/25. As per our chapter bylaws, any remaining funds in the Central Florida Chapter
12 checking account will be given to the Florida Society of Medical Assistants (FSMA) to
13 be used for future continuing education opportunities and any other activities that will
14 benefit the members of FSMA. The ending balance in the checking account that will go
15 to FSMA is \$4,170.01. The treasury documents requested by FSMA President Tyler will
16 be sent to FSMA treasurer Mary Lou Allison with a CC to FSMA President and Vice
17 President.
18 An eblast was sent out to the Central Florida chapter members in the last week of
19 November 2025 letting them know of the happenings with the chapter as well as having
20 had several discussions on this during several Central Florida chapter business
21 meetings.
22 The Central Florida chapter continued to meet through the Zoom platform for our CEU
23 opportunities and business meetings as this was the most popular option for members
24 with the best attendance.
25 The chapter's final hosting event before going Bilevel was on Saturday December 13 at
26 10:00 am. The speaker was Krishna Bhagat, PhD, MPH, MCHES. She spoke on Social
27 Determinants of Healthcare for 1 CEU. A brief chapter meeting followed the speaker to
28 wrap up any loose ends with the chapter before the transition to Bilevel in January.
29 The Central Florida chapter always believed in giving back to its members. For those
30 Central Florida chapter members who attended December 13, 2025, Zoom CEU and
31 business meeting, their name was entered into a drawing to have their AAMA dues
32 reimbursed. A drawing was not needed since there were less than 20 Central Florida
33 chapter members attending on December 13. To be eligible for dues reimbursement,

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

37 For **October 18, 2025**, Zoom CEUS/business meeting the total attendance for the CEU
38 was 51 with 71 registered. There were eleven Central Florida chapter members who
39 attended with six being eligible for dues reimbursement of 87.00. For **December 13,**
40 **2025** Zoom CEU/business meeting, the total attendance for the CEU was 41 with 53
41 registrants. Sixteen in attendance at the business meeting. Eight Central Florida
42 Chapter members were eligible to receive dues reimbursement after the December
43 meeting. Checks were mailed out to all recipients by Matthew Romanello, CMA
44 (AAMA), Chapter treasurer.

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

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

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

51

52



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

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7

8 February 7, 2026

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10

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

12

13 Re: Executive Council Meeting

14

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

20

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

24

25 Sincerely,

26

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

28

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

30

31



FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

1 Date 02.07.2026

2

3 To: Jeanette Tyler, CMA(AAMA), President
4 FSMA Executive Council
5 From: Joyce Baldwin, CMA(AAMA), President

6 Re: SouthEast Chapter Final Report

7

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

1 Date: February 7, 2026

2

3

4 To: Jeanette Tyler, CMA AAMA)
5 FSMA President

6

7

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

10

11

12

13 The South West Chapter of Medical Assistants held its last chapter Zoom meeting Nov
14 7, 2025.

15

16 The South West Chapter Facebook page will be closed.

17

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

21

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

24

25

26 Deniece Jozefiak, CMA (AAMA)
27 South West Chapter President

28

29

30



Florida Society of Medical Assistants, Inc.

1

2

3

4 February 7, 2026

5

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

9

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

12

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

16

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

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