



# FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

## Fall Seminar

### EXECUTIVE COUNCIL MINUTES

FEBRUARY 7, 2026

### ***“FSMA—LEADING THE WAY!”***

*The Executive Council meeting of the Florida Society of Medical Assistants will now come to order at 3:15 PM.*

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

### **OFFICERS**

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

### **EXECUTIVE COMMITTEE CHAIRS**

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

### **CHAPTER REPRESENTATIVES**

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

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1 **SEATING OF THE PROXIES**

2 *Are there any proxies to be seated?* NO

3 <b><u>Proxy Name and Credential</u></b>	<b><u>Chapter</u></b>
4 _____	_____
5 _____	_____

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

8 *Madame Secretary, is there a quorum present?* **YES**

9 Minutes have been posted for the November 1, 2025, FSMA meeting? There were no  
10 questions or concerns expressed. Minutes will be posted as distributed.

11  
12

13 **TREASURERS REPORT**

14 Checking: \$9335.60 Saving: \$22,407.15 **BALANCE: \$31,742.75**

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16 **OFFICER REPORTS**

17 President	Jeanette Tyler, CMA (AAMA)	on file
18 Vice President	Christina Sears, CMA (AAMA)	on file
19 Secretary	Deniece Jozefiak, CMA (AAMA)	on file
20 Treasurer	Mary Lou Allison, CMA-C (AAMA)	on file
21 Speaker General Assembly	Nancy Peterhansen, CMA (AAMA)	on file
22 Vice-Speaker General Assembly	Linda Vitzthum, CMA (AAMA)	on file
23 Immediate Past President	Deniece Jozefiak, CMA (AAMA)	on file

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25 **EXECUTIVE COMMITTEE REPORTS**

26 Budget & Finance	Mary Lou Allison, CMA-C (AAMA)	on file
27 <b>Chapters should send a copy of bank statement with zero balance shown to Treasurer</b>		
28 Bylaws/Policy & Procedure	Linda Vitzthum, CMA (AAMA)	on file
29 Education	Linda Vitzthum, CMA (AAMA)	on file
30 <b>There was discussion to have 2 Chairs and 2 Vice Chairs for this committee. Tabled till next meeting</b>		
31 Marketing/Community Outreach	Christina Sears, CMA-C (AAMA)	on file.
32 Meeting Coordinator	Marsha Benedict CMA-A (AAMA)	<b>Updated report on file</b>

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- 1 Membership/Certification Committee Deniece Jozefiak CMA (AAMA) on file  
2 **Updated 2/1/26 total membership 535 down 316 due to non-renewing members being removed**  
3 Nominating Christina Sears, CMA (AAMA) on file

4

## 5 CHAPTER REPRESENTATIVE REPORTS

- 6 Brevard Linda Vitzthum, CMA (AAMA) on file  
7 Central Gulf Coast Kathryn Panagiotacos, CMA (AAMA) on file  
8 Central Florida Mary Morris, CMA (AAMA) on file  
9 Mid-Gulf Jennifer Shepherd, CMA (AAMA) no report  
10 Southeast Joyce Baldwin, CMA (AAMA) on file  
11 Southwest Deniece Jozefiak, CMA (AAMA) on file  
12 Treasure Coast Marsha Benedict, CMA-A (AAMA) on file

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## CORRESPONDENCE

14

NONE

15

16

## UNFINISHED BUSINESS

17 **Partnership with Nemours:** Linda reported the Education Committee will review  
18 Nemours online course offerings for AAMA approval for the pilot program.

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20 **Patty Rock recognition/FSMA Life Member 2026::** Jeanette will order plaques to be  
21 presented at the Awards Luncheon.

22

23

## NEW BUSINESS

24

25 David Knight Award: Lengthy discussion held as the award money not being used. Will  
26 discuss at preboard meeting on the new wording for the award and money amount to be  
27 used.

28

29

## ANNOUNCEMENTS

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

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2. **FSMA dates to remember:**

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

34

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

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



# FLORIDA SOCIETY OF MEDICAL ASSISTANTS

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- 1           **3/14/2026:** CEU Session via ZOOM  
2           **3/24/2026:** Education Committee Meeting via ZOOM  
3           **3/30/2026:** Marketing/Community Outreach Committee Meeting via ZOOM  
4           **4/6/2026:** Bylaws Committee Meeting via Zoom  
5           **4/13/2026:** Marketing/Community Outreach Committee meeting via Zoom  
6           **4/1/2026:** Education Committee Meeting via Zoom  
7           **4/24-25/2026: FSMA Annual Meeting** Holiday Inn Resort Lake Buena Vista,  
8           Orlando FL 13351 State Road 55\*\*\*New Venue Next Year!  
9           3. **AAMA National Conference September 14-17 in Reno, Nevada. This is a**  
10           **Monday – Thursday conference this year.**

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12  
13           Additional announcements:

14           *There being no further business to be brought before the Executive Council of the*  
15           *Florida Society of Medical Assistants, this meeting is now adjourned at 4:40 PM.*

16           *Deniece Jozefiak*

17           Deniece Jozefiak, CMA (AAMA)

18           FSMA Secretary

19           2025-2026