



FLORIDA SOCIETY OF MEDICAL ASSISTANTS, INC.

EXECUTIVE COUNCIL MEETING

April 30, 2009

**Holiday Inn Select located at 5750 T.G. Lee Blvd.
Orlando, Florida 7:30 p.m.**

The Executive Council Meeting of the Florida Society of Medical Assistants was called to order at 7:35 PM, by President Theresa Errante-Parrino, CMA (AAMA).

ROLL CALL

President:	Theresa Errante-Parrino, CMA (AAMA) -Present
President-Elect:	Sandra Richardson-Brown, CMA (AAMA) -Present
Vice President:	Jeanne Von Ohlsen, CMA-A (AAMA) -Present
Secretary:	Linda MacInnes Wilbourne, CMA (AAMA) -Absent
Treasurer:	Mary Lou Allison, CMA-C (AAMA) -Absent
Speaker of General Assembly:	Deniece Jozefiak, CMA (AAMA)-Present
Vice Speaker of the General Assembly:	Karen Murray, CMA (AAMA) -Present
Immediate Past President:	Mary Morris, CMA (AAMA) -Present

CHAPTER REPRESENTATIVES

Brevard:	Mary Hill, CMA (AAMA) -Present
Central Gulf Coast:	Diane Klieger, CMA (AAMA) -Absent
Everglades:	Christine Sanders, CMA (AAMA) -Absent
Central Florida:	Marie Wiegelmann, CMA (AAMA) -Present
Southeast:	Joyce Baldwin, CMA (AAMA) -Absent
Southwest:	Deniece Jozefiak, CMA (AAMA) -Present
Treasure Coast:	Theresa Errante-Parrino, CMA (AAMA)-Present

EXECUTIVE COMMITTEE CHAIRS

Budget & Finance:	Mary Lou Allison, CMA-C (AAMA) -Absent
Bylaws/Policy & Procedures:	Mary Keho, CMA (AAMA) -Present
Certification:	Jeanne Von Ohlsen, CMA (AAMA) -Present Deniece Jozefiak, CMA (AAMA)-Present
Communication:	Mary Lou Allison, CMA-C (AAMA)-Absent Betty Springer, CMA-C (AAMA)-Present Virginia Halligan, CMA (AAMA) -Present
Education:	Linda Orr, CMA (AAMA) -Absent
Educators Forum:	Kris Hardy, CMA (AAMA) -Absent
Leadership:	Sandra Richardson-Brown, CMA (AAMA)-Present

Marketing: Susanne Sniffin, CMA-C (AAMA) -Absent
Meeting Coordinator: Carol Francis, CMA (AAMA) -Present
Membership: Jeanne Von Ohlsen, CMA-A (AAMA) -Present
Nominating: Sandra Richardson-Brown, CMA (AAMA) -Present
Public Policy: Bonnie Chrimes, CMA (AAMA) -Present

PHYSICIAN LIAISON

Joel Martin, M.D. –Absent

SEATING OF THE PROXIES

Are there any proxies to be seated? Yes.

Sitting in for the Central Gulf Coast Chapter is Patricia Allen, CMA (AAMA).

Sitting in for the Southeast Chapter is Betty Springer, CMA-C (AAMA).

Deniece Jozefiak, CMA (AAMA) moved to seat the proxies, Sandra Richardson-Brown, CMA (AAMA) seconded the motion. Motion carried. The proxies were seated.

A quorum was present.

The Executive Council Meeting held January 17, 2009 minutes were placed on the FSMA website. There were no corrections to the minutes noted by the membership present at tonight's meeting.

Motion made by Jeanne Von Ohlsen, CMA-A (AAMA) to approve the minutes as written, and seconded by Deniece Jozefiak, CMA (AAMA). Motion was carried to accept the minutes as written and placed on the FSMA website.

TREASURER'S REPORT

Checking: \$18,892.63

Money Market: \$ 22,278.40

Balance: \$ 41,171.03

There was a bill presented over budget from Linda Orr, CMA (AAMA), Education Chair. This bill was for expense paid for a hotel room for the recent speaker, David Patterson from Jan. 17, 2009. A motion was made by Deniece Jozefiak, CMA (AAMA) to reimburse Linda Orr, CMA (AAMA) full reimbursement of the \$134.95.

This motion was seconded by Mary Keho, CMA (AAMA). Discussion was held regarding this matter at the January meeting and that anything that will be over budget is not to be allowed without prior approval from the Executive Council.

Motion carried to reimburse Linda Orr, CMA (AAMA) the full \$134.95.

CORRESPONDENCE

Question came via website about mixing and the administration of IV chemotherapy. Webmaster, Mary Lou Allison, CMA-C (AAMA) e-mailed back stating in the State of FL Medical Practice Act, the task falls under the physician's discretion to the role of the MA and IV chemotherapy.

Received a request for advertising on the FSMA website for job openings from Solantic Urgent Care as a marketing tool. Motion was made by Betty Springer, CMA-C (AAMA) to have an ADHOC committee to look further into this matter. Seconded by Carol Francis, CMA (AAMA). Discussion was held regarding fees, guidelines and to add a disclaimer that FSMA is not endorsing the agency. Ad Hoc committee to be lead by Jeanne Von Ohlsen, CMA-A (AAMA) along with Betty Springer, CMA-C (AAMA). Motion carried.

Kathleen Quinn, CMA (AAMA) wishes the Society a success- apologized for not being able to attend.

Letter from Kris Hardy, CMA (AAMA), Educators Forum Chair dated March 4, 2009 which was distributed via e-mail was discussed and a motion was made by Deniece Jozefiak, CMA (AAMA) to table this until Sunday's Board meeting due to the length of time and dedication it would take to address every issue in the letter presented. Seconded by Sandra Richardson-Brown, CMA (AAMA). Discussion held. Motion carried.

OFFICER'S REPORTS

President: Theresa Errante-Parrino, CMA (AAMA): In General Assembly Packet.

President-Elect: Sandra Richardson-Brown, CMA (AAMA): In General Assembly Packet.

Vice President: Jeanne Von Ohlsen, CMA-A (AAMA): In General Assembly Packet.

Secretary: Linda MacInnes Wilbourne, CMA (AAMA): In General Assembly Packet.

Treasurer: Mary Lou Allison, CMA-C (AAMA): In General Assembly Packet.

Speaker of General Assembly: Deniece Jozefiak, CMA (AAMA): In General Assembly Packet, addendum report distributed.

Vice Speaker of the General Assembly: Karen Murray, CMA (AAMA): In General Assembly Packet.

Immediate Past President: Mary Morris, CMA (AAMA): In General Assembly Packet.

CHAPTER REPRESENTATIVE REPORTS

Brevard Chapter: Betty DeLoach, CMA (AAMA): In General Assembly Packet.

Central Gulf Coast Chapter: Patricia Allen, CMA (AAMA): In General Packet.

Everglades Chapter:	Christine Sanders, CMA (AAMA): In General Assembly Packet.
Central Florida Chapter:	Maria Wiegelmann, CMA (AAMA): In General Assembly Packet.
Southeast Chapter:	Joyce Baldwin, CMA (AAMA): In General Assembly Packet.
Southwest Chapter:	Deniece Jozefiak, CMA (AAMA): In General Assembly Packet, addendum report distributed.
Treasure Coast Chapter:	Theresa Errante-Parrino, CMA (AAMA): In General Assembly Packet.

EXECUTIVE COMMITTEE REPORTS

Budget & Finance:	Mary Lou Allison, CMA-C (AAMA): In General Assembly Packet.
Bylaws/Policy & Procedures:	Mary Keho, CMA (AAMA): In General Assembly Packet.
Certification:	Jeanne Von Ohlsen, CMA-A (AAMA) Deniece Jozefiak, CMA (AAMA): In General Assembly Packet.
Communication:	Mary Lou Allison, CMA-C (AAMA), Virginia Halligan, CMA (AAMA), Betty Springer, CMA-C (AAMA): In General Assembly Packet.
Education:	Linda Orr, CMA (AAMA): In General Assembly Packet.
Educators Forum:	Kris Hardy, CMA (AAMA): In General Assembly Packet.
Leadership:	Sandra Richardson-Brown, CMA (AAMA): In General Assembly Packet.
Marketing:	Susanne Sniffin, CMA-C (AAMA): In General Assembly Packet.
Meeting Coordinator:	Carol Francis, CMA (AAMA): In General Assembly Packet.
Membership:	Jeanne Von Ohlsen, CMA-A (AAMA): In General Assembly Packet, addendum report distributed.
Nominating:	Sandra Richardson-Brown, CMA (AAMA): In General Assembly Packet. Will be accepting nominations from the floor.
Public Policy:	Bonnie Chrimes, CMA (AAMA): In General Assembly Packet.

PHYSICIAN LIAISON REPORT

Joel Martin, M.D. Absent.

UNFINISHED BUSINESS

There was no unfinished business to be discussed.

OLD BUSINESS

All old business has been addressed

NEW BUSINESS

Delegates for Nationals- we are allowed 4 delegates and 4 alternates. Since we do not have a student representative this year, should we still send 4 alternates, or 3 alternates?

Discussion held to go back to the way it has always been in the past, due to there was no student participation in the student selection to the AAMA this year.

ANNOUNCEMENTS

Reference Committee to follow this meeting, in the same room.

General Assembly starts at 8:00 AM, tomorrow.

Announcement by Meeting Coordinator, Carol Francis, CMA (AAMA) that the hotel would give the FSMA membership staying for the convention a discounted rate on the room at check out. Members are to stop by the registration table and put their name and room number on a list so that Carol can give it to the hotel.

Announcement by Betty Springer, CMA-C thanking President Theresa Errante-Parrino, CMA (AAMA) for a job well done.

Meeting Adjourned at 8:45 pm.

Minutes submitted by:

Deniece Jozefiak, CMA (AAMA) and Mary Morris, CMA (AAMA)