



## FLORIDA SOCIETY OF MEDICAL ASSISTANTS

### POST-CONVENTION EXECUTIVE COUNCIL MEETING May 4, 2008

The Post-Convention Executive Council Meeting of the Florida Society of Medical Assistants was called to order at 7:36 AM, by President Theresa Errante-Parrino, CMA(AAMA)

#### ROLL CALL

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

#### CHAPTER REPRESENTATIVES

Brevard	Betty DeLoach, CMA (AAMA)	Present
Central Gulf Coast	Diane Klieger, CMA(AAMA)	Present
Everglades	Christine Sanders, CMA(AAMA)	Absent
Orange	Maria Wiegelmann, CMA(AAMA)	Present
Southeast	Joyce Baldwin, CMA(AAMA)	Present
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)	Present
Bylaws/Policy & Procedures	Deniece Jozefiak, CMA(AAMA)	Present
Certification	Cheryl Fusco, CMA(AAMA)	Present
Communication	Mary Lou Allison, CMA-C(AAMA)	Present
	Virginia Halligan, CMA(AAMA)	Present
Education	Linda Orr, CMA(AAMA)	Absent
Educators Forum	Kris Hardy, CMA(AAMA)	Present
Leadership	Saundra Richardson-Brown, CMA(AAMA)	Present
Marketing	Susanne Sniffin, CMA-C(AAMA)	Present
Meeting Coordinator	Carol Francis, CMA(AAMA)	Present
Membership	Jeanne Von Ohlsen, CMA(AAMA)	Present
Nominating	Saundra Richardson-Brown, CMA(AAMA)	Present
Public Policy	Bonnie Chrimes, CMA(AAMA)	Present



<b>Vice Speaker of the G.A.</b>	Karen Murray, CMA(AAMA)	No report.
<b>Immediate Past President</b>	Mary Morris, CMA(AAMA)	Verbal report given.
	Thank you to all the Helping Hands this past year. Thanks were given to Christine Hollander, CMA(AAMA) as AAMA Representative to FSMA. She is ready to help President Theresa Errante-Parrino, CMA(AAMA)	

### CHAPTER REPRESENTATIVE REPORTS

<b>Brevard</b>	Betty DeLoach, CMA(AAMA)	No Report.
<b>Central Gulf Coast</b>	Diane Kleiger, CMA(AAMA)	No report.
<b>Everglades</b>	Christine Sanders, CMA(AAMA)	Absent.
<b>Orange</b>	Maria Wiegelmann, CMA(AAMA)	No report.
<b>Southeast</b>	Joyce Baldwin, CMA(AAMA)	No report.
<b>Southwest</b>	Agnes Foxall, CMA(AAMA)	No report.
<b>Treasure Coast</b>	Pam Giannone, CMA(AAMA)	Verbal report given.
	Thank you to all who attended and supported new President Theresa Errante-Parrino, CMA(AAMA) at the reception of the new incoming President of FSMA.	

### EXECUTIVE COMMITTEE REPORTS

<b>Budget &amp; Finance</b>	Mary Lou Allison, CMA-C(AAMA)	Verbal report given.
	The budget will be balanced after this meeting and will be sent out to members.	
<b>Bylaws/Policy &amp; Procedures</b>	Deniece Jozefiak, CMA(AAMA)	Christine Hollander, CMA(AAMA)
	AAMA representative asked if there was a conflict of interest if Deniece Jozefiak, CMA(AAMA) was chair of this committee and also Speaker of General Assembly. Deniece Jozefiak, CMA(AAMA) agreed and understood and Virginia Halligan, CMA(AAMA) (who was on the committee) agreed to step up to chair. Virginia Halligan, CMA(AAMA) asked if Deniece Jozefiak, CMA(AAMA) could serve on the committee and it was agreed that it would still be a conflict of interest. Mary Keho, CMA(AAMA) and Mary Morris, CMA(AAMA) volunteered to serve on this committee as they were going to take a look at the Policy and Procedures Manual to bring to the next meeting any recommendations to the board if needed.	
<b>Certification</b>	Cheryl Fusco, CMA(AAMA)	Verbal report given
	Chair will be looking for help and is excited about being part of FSMA.	
<b>Communication</b>	Mary Lou Allison, CMA-C(AAMA)	Verbal report given.
	Virginia Halligan, CMA(AAMA)	
	Minutes of the FSMA Board Meetings will be placed on the website. Thanks were given to Mary Lou Allison, CMA-C(AAMA) by Deniece Jozefiak, CMA(AAMA) for the way the	

Southwest Chapter page looks. Mary Lou Allison, CMA-C(AAMA) wants all chapters to update their page and she will make it current.

**Education** Linda Orr, CMA(AAMA) Absent  
Report given by committee member Christine Petsalis, CMA(AAMA) that the committee is working on October's meeting. The following have volunteered to help on the committee: Christine Petsalis, CMA(AAMA), Marsha Benedict, CMA-A(AAMA), Mary Morris, CMA(AAMA), Deniece Jozefiak, CMA(AAMA) and the following students Krystal Martineau, Ashley Loufenberg and Ofelia Sunde.

**Educators Forum** Kris Hardy, CMA(AAMA) Verbal report given.  
Committee Chair is concerned about the American Health Association (A credentialing agency) that offers Medical Assisting Programs in High School. Concerned that CAHAAP programs will lose students if these programs continue to be offered in high school. A lengthy discussion was held regarding this issue and the concerns of the chair. The chair and other Medical Assisting Educators will keep the FSMA Executive Council informed regarding this issue.

The chair will stay in touch with the Marketing Committee and work together to promote the Medical Assisting Profession and the AAMA organization.

**Leadership** Sandra Richardson-Brown, CMA(AAMA) No report.

**Marketing** Susanne Sniffin, CMA-C(AAMA) Verbal report given.  
All who work as a CMA should market the profession. Students who attend chapter, state or national meetings should go back to their classmates and let them know about the experience they have had. Members should speak to physicians regarding what the CMA can do and market ourselves to them.

The Marketing Committee received a Proclamation again from the Governor regarding Medical Assistants Week.

We need to keep an eye on Public Policy.

Discussion held regarding the possibility of having a flyer or poster to help market the profession to potential students, non-members and current members to get them involved. The Marketing Committee will keep the members posted on all efforts and suggestions on how we can improve our marketing efforts.

**Meeting Coordinator Co-Chairs** Carol Francis, CMA(AAMA) Verbal report given.  
Thanks to everyone who helped make this weekend a success.

**Membership** Jeanne Von Ohlsen, CMA(AAMA) Working on it.

**Nominating** Sandra Richardson-Brown, CMA(AAMA) Verbal report given.  
Be prepared to volunteer because "I will be looking for you in October". Thanked her chapter; Brevard, for a great Welcome Party. All agreed

**Public Policy** Bonnie Chrimes, CMA(AAMA) Report on file.

## **PHYSICIAN LIAISON REPORTS**

Joel Martin, M.D.

No report.

## **OLD BUSINESS**

Ad-hoc committee for Cvent-Committee Chair, Pam Giannone, CMA(AAMA): They will work on obtaining additional information on this topic. They will report back to us in September. Mary Lou Allison, CMA-C, CMA(AAMA) volunteered to be on this committee as many of the current board members have not heard of the Cvent.

## **UNFINISHED BUSINESS**

There was no unfinished business today.

## **NEW BUSINESS**

Letter from Kris Hardy, CMA(AAMA) received May 4, 2008 recommending the Marketing Committee form an advocacy committee to the Florida Nursing Association. Lengthy discussion held regarding nurses are being sent to offices for externship. Certified Medical Assistants are being laid off and offices are hiring non trained personnel.

Marsh Benedict, CMA-A(AAMA) wanted to know what happened to the committee that was supposed to be formed at the January 19, 2008 FSMA board meeting that was going to look into this matter. This motion was defeated in January and the board voted to allow the Marketing Committee to handle this matter.

It was agreed that nothing will be sent to the Board of Nursing without prior approval from the FSMA Executive Council.

There was no further new business.

## **ANNOUNCEMENTS**

Next board meeting will be Saturday, September 20, 2008 at 7:00 PM at the Holiday Inn Select, Orlando FL.

Don't forget to make to make your hotel reservations for the September 20, 2008 meeting. The code to use when making your reservation is **FMA**.

Kathryn Panagiotacos, CMA(AAMA) turned in the minutes from the General Assembly and they will be placed on the FSMA website for all to review.

Thanks were given to Christine Hollander, CMA(AAMA) AAMA Representative for coming to Florida and hoped that all the snow they received in Colorado was gone before she got home.

Thanks were given to the Brevard Chapter and all the students for a great Welcome Party.

Thanks were given to Carol Francis, CMA(AAMA) for all of her hard work as Meeting Coordinator and making this weekend a great success.

There were no further announcements.

There being no further business to be brought before the FSMA Executive Council, the meeting was adjourned by President Theresa Errante-Parrino, CMA (AAMA) at 8:35 AM

Submitted by:

Deniece Jozefiak, CMA(AAMA) for  
Linda MacInnes Wilbourne, CMA(AAMA)  
FSMA Secretary 2007 – 2008

Deniece would like to apologize if anything was missed in these minutes. The tape recorder did not pick up anything for this meeting. It stopped working (the batteries were good) during the pre-board meeting.