

1 OREGON SOCIETY OF MEDICAL ASSISTANTS  
2 OSMA Communications Team Report  
3 Oregon Garden – Silverton, OR  
4 Year End Report  
5 For Period Ending Friday, 4/12/18  
6

7 The Communications Team Leader has attended the following OSMA meetings:  
8 2018 OSMA Post Conference Board Meeting – Oregon Garden, Silverton, OR - 4/14/18  
9 2018 OSMA Summer Board Meeting – Salem Health CHEC, Salem, OR – 6/30/18  
10 2018 OSMA Fall Board Meeting – LBCC Medical Building, Lebanon, OR – 10/20/18  
11 2019 OSMA Winter Board Meeting – River Bend Hospital, Springfield, OR – 1/26/19  
12

13 The duties of the OSMA Communications Team are:

14 To manage the OSMA website: [www.onlineosma.org](http://www.onlineosma.org).  
15

16 All updates to the OSMA website have been made in a timely manner. Registration forms and  
17 other updates and fliers that have been submitted to the OSMA Communication Team have been  
18 sent to Marie Cole for posting to the website. All updates have been made by Marie within 24 to  
19 48 hours. Chapter Presidents have been encouraged to review their local Chapter pages and  
20 keep the information current.  
21

22 A new section has been added to the home page of the website for leadership and mentoring  
23 minutes. This information is the information presented by the Leadership & Mentoring Team  
24 Leader at the Board Meetings. This information is shared with those visiting the website in  
25 hopes that it can be useful information for members.  
26

27 Inquiries that have been submitted through the website have been distributed and answered  
28 appropriately. Most of the inquiries that are received through the website are questions  
29 regarding credentials and scope of practice. These inquiries have all been answered by Paula  
30 Purdy, CMA (AAMA), OSMA Public Affairs Liaison.  
31

32 In addition to the website duties, the OSMA Communications Team's budget pays for  
33 distribution of the OSMA Annual Postcard. Joyce Garibay, CMA (AAMA) created and  
34 distributed the postcard to all OSMA members. The postcard contains all of the dates and  
35 locations for all OSMA sponsored meetings for the upcoming year. The Team Leader wishes to  
36 thank Joyce for taking on this task every year. The postcards have been mailed to all members.  
37

38 This member wishes to thank all members that have contributed to the OSMA website. It is a  
39 pleasure to serve OSMA in this way.  
40

41 Kathy Puckett, CMA (AAMA)  
42 2018-2019 OSMA Communications Team Leader  
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