

1 **OREGON SOCIETY OF MEDICAL ASSISTANTS**
2 **Addendum Report of the Communications Committee**
3 **General Assembly, Annual Conference**

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5 **Period ending, April 2021**
6 **Zoom Meeting**
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8 The responsibility of this committee is to field all communication presented to be posted on the
9 OSMA website. The following is the job description:

- 10 1. Be present at all OSMA Board meetings
11 2. Communicate with the Executive Board between OSMA Board meetings to review
12 information to be posted on the OSMA website. JW: Work directly with the
13 WEBMASTER to get items posted in a timely manner.
14 3. Encourage participation of Officers, Team Leaders and Members on the State and
15 Chapter level
16 4. Filter all information to be posted on the OSMA website through the OSMA
17 President and President Elect for approval
18 5. Seek updated ways for OSMA members to communicate by social media.
19 6. Submit a Year-End Report of the Team's activities to the Vice Speaker for inclusion
20 with the General Assembly Reports.

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22 Chair has continued to request of the webmaster to post information, flyers and reports on the
23 society website. Items must be posted in groups and not individually.

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25 Chair would like to thank President Miller and the board for their patience as this chair
26 completes the tasks required.

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28 Paula Purdy, CMA (AAMA)
29 Chair, 2020-2021
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