

1 **OREGON SOCIETY OF MEDICAL ASSISTANTS**
2 **Report of the President-Elect**
3 **Annual Report 2021**

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5 **Period ending, April 2021**
6 **Zoom Meeting**
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8 The duties of the OSMA President-Elect are as follows:
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- 10 1. Be familiar with all phases of the activities of the OSMA, including the work of the
11 Teams,
- 12 2. Be ex-officio member of all Teams except Nominating.
- 13 3. Observe and gain an understanding of the duties of the Presidency and assist the
14 President as requested.
- 15 4. Assume the duties of the President in the event of her/his absence.
- 16 5. Succeed to the office of President in the event of vacancy or at the end of the current
17 term.
- 18 6. Be responsible for the judging and awarding of the Betty Hill Outstanding Service
19 Award, Medical Assistant of the Year Award and Educator of the Year Award.
- 20 7. Appoint for the forthcoming term: Leaders of all Standing Teams, Parliamentarian,
21 Historian, and Inspirational Messenger. Said appointees shall be presented to the Board
22 of Trustees at the Pre-Conference Board meeting for approval. These appointments shall
23 be announced during Session II of the House of Delegates.
- 24 8. Volunteer to be on a Strategy Team of the AAMA.
- 25 9. Attend all Executive Board, Board of Trustees and House of Delegates meetings.
- 26 10. Receive registrations and fees for Leadership Retreat on behalf of the President.
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28 The president-elect is to be a support to the President during her tenure in office. This officer
29 has done the following:
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- 31 • PE was part of the Strategic Planning meeting where we determined the top three 3 things
32 important for OSMA right now. PE was part of arranging and participating in the
33 development of the OSMA 2020 Fall Quarterly education. PE has been continuously
34 been a participant in other meetings as the need arises.
- 35 • PE will continue on the AAMA following committees: Leadership, Nominations, and a
36 newly formed committee that is the Advisory Task Force Committee where we working
37 with employers on boosting the role of the medical assistant.
- 38 • Participated and recommend M3Solutions and an emcee for the OSMA/WSSMA 2021
39 Annual Conference
- 40 • Helped M3Solutions with coordinating the virtual sponsors for the annual conference
- 41 • Participated in all meetings that involve the Board and the business of the society
- 42 • Working on filling volunteer positions
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44 President-Elect has the charge of the Awards. This includes sending out the information to all
45 the chapters and the OSMA Board. Some chapters share with their membership too. PE also
46 finding judges to review the information and then presenting the winners to the membership.

47 OSMA offers the following Awards: MA of the Year; Betty Hill; Community Service; and
48 Educator of the Year. The winners of the OSMA Awards 2020 are as follows:

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50 **Awards 2020:**

51 Nida Steger, CMA (AAMA) MA of the Year

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53 Candy Miller, CMA (AAMA) Community Service

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56 **Leadership Workshop**

57 President-Elect is responsible for planning this event including finding a location, setting the
58 schedule and finding appropriate speakers. Officer chose to continue the venue from 2020 and is
59 scheduled leadership topics that would meet all levels of medical assistants. This will be a
60 virtual meeting. We have over 200 attendees registered for the 1st half and over 100 for the 2nd
61 half.

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63 This will be a free event to all medical assistants. Member Virginia Chambers, CMA (AAMA)
64 will create the flyer.

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66 PE has continued to support and help the President as requested and needed.

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68 Officer has answered and handled any correspondence in a timely manner. Officer wishes to
69 thank the President for her resolve and patience. Additionally, the Officer wishes to thank this
70 board for their continued support.

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72 Paula Purdy, CMA (AAMA)

73 President-Elect 2019-2021

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