1	OREGON SOCIETY OF MEDICAL ASSISTANTS
2 3 4	Report of the President-Elect Annual Report
5 6	Courtyard by Marriott, April 2020 Corvallis, OR.
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8	The duties of the OSMA President-Elect (Officer) are as follows:
9	1. De femilien with all mhoses of the activities of the OCMA including the week of the
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 Award, Medical Assistant of the Year Award and Educator of the Year Award.
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20	7. Appoint for the forthcoming term: Leaders of all Standing Teams, Parliamentarian, Historian, and Inspirational Messenger. Said appointees shall be presented to the Board
21	
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.
27 28	This Officer is to be a support to the President during her tenure in office. This Officer has done
29	the following:
30	the following.
31	Attended the WSSMA Conference with OSMA President (May)
32	<ul> <li>Attended the AAMA Annual Conference in North Carolina (September)</li> </ul>
33	<ul> <li>Attended the HOD at the 2019 AAMA Annual Conference (April)</li> </ul>
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35	• Planned and handling the finishing touches on the Leadership Workshop (more
36	information in this report)
37	• Helped to revised the OSMA Awards and added new topics (more information in this
38	report)
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40	Officer is charged with creating and arranging everything for the Leadership Retreat that
41	happens annually. This year Officer changed the event to a Leadership Workshop that is for one
42	day. It was elected to open it up to all medical assistants and offer it for free. President-Elect
43	found three (3) speakers to talk on the topic of leadership for medical assistants and what does
44	that mean. Since there is a budget for this event, we were able to arrange for a hosted lunch.
45	Officer also found a sponsor, Med-X Staffing Services, for the continental breakfast. The flyer
46	was created by RCCMA President-Elect Andrea Richardson, CMA (AAMA) and it was

47 distributed at the beginning of December. As of the writing of this report, we have 75 medical assistants registered for the Leadership Workshop. 48 49 OSMA Awards have been fragmented in years past. We had the Professional Achievement 50 Award but did not have the details of this award. We also added the Excellence in Community 51 Service Award. These awards will be implemented in the 2020 process. 52 53 54 Officer has been in contact with the President and answered all correspondence in a timely 55 manner. 56 Officer would like to thank President Miller for her support and continued professionalism. 57 58 59 Paula Purdy, CMA (AAMA) President-Elect 2019-2020 60

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