



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

March 16, 2025

TO: FMA Component County Medical Society Presidents and Executive Directors
FMA Recognized Specialty Medical Society Presidents and Executive Directors
FMA Board of Governors
Chairs, Specialty Society Section, Medical Student Section, Resident & Fellow Section,
Florida Medical Association Alliance

FROM: Mark Rubenstein, MD, and Sanjay Pattani, MD

RE: 2025 FMA Annual Meeting, July 25-27
Hyatt Regency Orlando

The 2025 FMA Annual Meeting is scheduled for July 25-27 at the Hyatt Regency Orlando. Preparations are underway for the business of the House of Delegates, the FMA PAC Good Government Lunch, and other in-person events, including the David A. Paulus, MD Poster Symposium on July 26 and the installation of the 149th FMA President Ashley Norse, MD. The following information and deadlines will assist you and your delegates as you plan for this event. Updates will be posted on the [FMA Annual Meeting website](#) as they become available.

HOTEL INFORMATION

The Hyatt Regency Orlando is located at 9801 International Drive in Orlando. The room block rate for a standard/double room is \$201, and reservations can be made by calling group reservations at (407) 284-1234 or [by clicking here](#). When making your reservation, reference **FMA group code G-FMAA**.

The group cut-off date is July 2, 2025.

A one-night room deposit is required when making a reservation. Cancellation of guaranteed reservations must be received three (3) days prior to arrival to avoid one night's room charge/taxes. Check-in is at 4 p.m., and checkout is at 11 a.m.



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

PRELIMINARY SCHEDULE OF EVENTS FOR DELEGATES

(Times are subject to change.)

Friday, July 25

Afternoon

Credentials and Standing Rules Committee

Saturday, July 26

6:00 – 8:00 a.m.

Caucus Meetings

8:00 – 9:45 a.m.

House of Delegates – First Session

10:00 – 11:30 a.m.

Reference Committee Hearings

2:00 p.m.

Voting Opens

12:30 – 2:00 p.m.

Good Government Luncheon

Sunday, July 27

6:00 – 7:30 a.m.

Caucus Meetings

7:00 – 8:00 a.m.

Delegate Credentialing

8:00 a.m.

Voting Closes

8:00 a.m. – noon

House of Delegates – Second Session

12:30 – 3:00 p.m.

2025-2026 Board of Governors Post-Convention Meeting

AFFILIATE GROUP MEETINGS

FMA affiliate groups wishing to meet should submit their requests directly to the FMA no later than Friday, April 18. All requests will be considered on a priority basis, with FMA programs first, followed by groups conducting scientific programs, then business and caucus meetings. Every effort will be made to accommodate requests within the space available. It is important to note that the FMA entered into a contract with Hyatt Regency Orlando for meeting space based in part on food and beverage minimum requirements. If your group requests a meeting space, we respectfully ask that you commit to a minimum food and beverage order of \$500 per day. If you have no food/beverage requirements, a room rental fee of \$500 per day will be assessed. To request meeting space, [click here](#).

FMA HOUSE OF DELEGATES

The 2023 Speaker of the House of Delegates, Ashley Norse, MD, and Vice Speaker Mark Rubenstein, MD, recorded a presentation detailing the procedures of the House of Delegates. [Please click here to watch](#). Any updated presentations will also be found at this link as well.

The FMA House of Delegates (House) is composed of delegates representing the following groups:

- FMA officers
- FMA Board of Governors (*elected members only*)
- FMA component county and recognized specialty medical societies
- Specialty Society Section
- Young Physician Section
- Resident & Fellow Section



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

- Medical Student Section
- Florida Medical Association Alliance

The business of the House, established by a blend of tradition and requirements of the Charter and Bylaws, includes:

1. Setting policy for the FMA by acting on recommendations from the Board of Governors and resolutions presented by component county medical societies, recognized specialty medical societies, special sections, and Delegates.
2. Hearing addresses and reports from the Treasurer, Speaker, and outgoing and incoming Presidents.
3. Presenting awards recognizing the distinguished work of FMA members and others whom the FMA decides to honor.
4. Electing FMA officers, Board members, and AMA delegates/alternates.

Additional presentations may be arranged by the Speaker or by request of a member of the House with the unanimous consent of the House for discussion.

The first House is scheduled to meet on Saturday, July 26, from 8-9:45 a.m., followed by four Reference Committee hearings from 10-11:30 a.m. The House will reconvene on Sunday, July 27, from 8 a.m. to noon. For a complete guide to the process by which the FMA House transacts business, [click here](#).

[Delegate Entitlements and Certification](#)

Each society represented in the House is required to provide the FMA with the names of delegates by Friday, May 9. With the exception of the FMA Alliance, each delegate is required to be an active, dues-paying member in good standing with the FMA.

County and specialty medical society executive directors are responsible for providing the names of all delegates and alternates by May 9. Submit rosters to events@flmedical.org or by fax: (850) 224-6627.

Changes to delegate rosters for contested election voting will not be made after the registration desk closes on Friday, July 25. Delegate changes for the House of Delegates will be made throughout the weekend.

Delegates – County Medical Societies

Each component county medical society is entitled to representation in the House as follows:

One (1) voting delegate for every forty (40) active/current dues-paying members of the FMA (or fraction thereof) as of December 31, 2024. No delegate may represent more than one organization. Please make every effort to select delegates and alternates who are able to attend the FMA Annual Meeting in its entirety. For a list of [entitlements](#), [click here](#).



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

Delegates – Specialty Medical Societies

Each recognized specialty medical society is entitled to representation in the House as follows:

One (1) voting delegate for every forty (40) active/current dues-paying members of the FMA (or fraction thereof). No delegate may represent more than one organization. Please make every effort to select delegates and alternates who are able to attend the meeting in its entirety. For a list of [entitlements](#), [click here](#).

If you do not see your society listed, please contact Adam Baust at abaust@flmedical.org or 850-224-6496.

Delegates – FMA Board of Governors, Sections, and Other

Delegate entitlements for FMA Sections, FMAA, and elected members of the FMA Board of Governors can be found [by clicking here](#).

Resolutions

Business is introduced into the House through the presentation of resolutions by delegates on behalf of their county or specialty medical societies, sections, or as individuals. Resolutions received by Friday, May 9, at 5 p.m. EDT will be published in the FMA Delegate Handbook. Resolutions received after May 9 at 5 p.m. EDT and prior to the end of the day on Friday, May 30, at 5 p.m. EDT, will be published in the Handbook Addendum. For additional information on resolutions, refer to the attached [procedures](#) and [instructions](#). Prior to submitting resolutions, it is recommended that you review the current [FMA Policy Compendium](#) and the [summary of actions from the 2024 House of Delegates](#).

Late Resolutions

Resolutions received after May 30 at 5 p.m. and before 11 a.m. on Friday, July 25, will be considered late and referred to the Credentials and Standing Rules Committee for review. The Credentials and Standing Rules Committee is responsible for determining whether the late-filed resolutions should be considered business of the House. Sponsors of late resolutions are required to attend the Credentials and Standing Rules Committee on Friday, July 25, and formally request consideration by the House, paying particular attention to addressing the reason(s) why the resolutions could not have been submitted earlier. This will give them some guidance as to what they should focus on rather than coming to discuss the merits of the resolutions' content.

FMA REFERENCE COMMITTEES

Reference Committees are groups of at least five delegates who are not current officers or members of the Board of Governors and who have been selected by the Speakers to conduct open hearings on matters of business of the House of Delegates. All Reference Committee members are voting members. Having heard discussion on the subject before it, each committee draws up a report with recommendations to the House for the disposition of its items of business. To apply to [serve on a](#)



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

[reference committee, please click here.](#) The deadline for reference committee nominations is May 9 at 5 p.m. EDT.

Online testimony will open to delegates on Monday, June 23, at 9 a.m. EDT and close on Thursday, July 3, at 9 p.m. EDT. Delegates may submit testimony on any properly filed resolution. Delegates who choose to submit testimony must indicate their support or opposition to each respective resolution. The Reference Committees will meet in an executive session from July 7-11 to create Reference Committee reports. The reports will be published online before the start of Annual Meeting. Delegates will have the opportunity to debate the committees' recommendations during in-person Reference Committee hearings on July 26.

[Descriptions of the Reference Committees can be found here.](#)

FMA ELECTIVE OFFICE

FMA officers, select seats on the FMA Board of Governors, and AMA delegates/alternates are elected by the House. Any active member in good standing seeking to run for elective office should notify Cortney Jones at cjones@flmedical.org by May 30 at 5 p.m. EDT for publication in the FMA Delegate Handbook. Voting will open Saturday, July 26, at 2 p.m. EDT and close Sunday, July 27, at 8 a.m. EDT. A list of [open seats and announced candidates can be found here](#). For a guide to the election process, refer to the [FMA Election Process and Campaign Rules](#).

INSTALLATION OF THE FMA'S 149th PRESIDENT

The FMA will install Ashley Norse, MD, as its 149th president on Saturday, July 26, during the scheduled House of Delegates session.

AWARDS

Every year, the FMA may present the following six awards to deserving individuals: the FMA Award of Distinguished Service, Certificate of Appreciation, Distinguished Layman's Award, the Gerold L. Schiebler, MD Advocate for Medical Students Award, the Harold S. Strasser, MD Good Samaritan Award, and the Roy M. Baker, MD Award for Outstanding Leadership in the Provision of Emergency Medical Services by a Physician or Layperson. A [description of the awards can be found here](#). To nominate someone for an award, submit their name, the nominating person or organization's name, and reason(s) why they should be considered here: [FMA Award Nomination](#). All nominations are due no later than Friday, May 16, at 5 p.m. EDT. Please direct any questions to Cortney Jones at cjones@flmedical.org.

OTHER EVENTS AND REGISTRATION

The FMA will host CME, the [David A. Paulus, MD Poster Symposium](#), and other events virtually and in person. Please [refer to our website](#) for up-to-date information on the Annual Meeting schedule of events, updates from the Speakers, announced candidates, meeting registration information, etc.



Speakers' Letter

Speaker: Mark Rubenstein, MD | Vice Speaker: Sanjay Pattani, MD

1430 Piedmont Dr E, Tallahassee, FL 32308 | (850) 224-6496

IMPORTANT DEADLINES

Important deadlines and staff contact information are listed below to assist you in preparing for the meeting.

Affiliate Meeting Request – April 18 at 5 p.m. EDT

Cortney Jones (850) 224-6496 cjones@flmedical.org

Reference Committee Nominations – May 9 at 5 p.m. EDT

Cortney Jones (850) 224-6496 Fax (850) 224-6627 cjones@flmedical.org

On-Time Resolutions – May 9 at 5 p.m. EDT

Cortney Jones (850) 224-6496 Fax (850) 224-6627 cjones@flmedical.org

Delegate Certification – May 9 at 5 p.m. EDT

Adam Baust (850) 224-6496 Fax (850) 224-6627 events@flmedical.org

On-Time Resolutions for Handbook Addendum – May 30 at 5 p.m. EDT

Cortney Jones (850) 224-6496 Fax (850) 224-6627 cjones@flmedical.org

Announced Candidates for Elective Office – May 30 at 5 p.m. EDT

Cortney Jones (850) 224-6496 Fax (850) 224-6627 cjones@flmedical.org

Delegate Handbook Available – June 6

Delegate Handbook Addendum Available – June 20

Delegate Online Testimony – June 23 – July 3

Hotel Room Block Deadline – July 2