



**TO: Presidents/Chairs and Staff  
FellowsMember Medical Boards**

**RE: Role of the Voting Delegate**

Dear Colleagues:

Preparations are underway for the Federation's 2025 Annual Meeting, scheduled for April 24-26 in Seattle, WA. The FSMB's House of Delegates (HOD) business meeting will be held on April 26, the last day of the annual meeting. FSMB member board participation at the HOD meeting is **extremely important** because it is the member boards' opportunity to guide the organization and participate in the policymaking process. The role of the voting delegate in that process is especially important as the delegate represents their state medical board, both on policy decisions and during elections, casting their vote for the future leaders of the Federation.

In anticipation of the HOD business meeting, we ask that you consider which of your board members will be best suited to serve as your board's voting delegate. For the voting delegate to serve in a truly representative capacity, the delegate is asked to fulfill a number of responsibilities.

*Before* the HOD meeting, the voting delegate is asked to:

- Become familiar with the structure and purpose of the FSMB HOD and the policymaking and election processes (information will be provided);
- Attend meetings of the state medical or osteopathic board the delegate represents (to gain information about statewide and national issues that will be addressed at the HOD meeting);
- Review all pre-meeting materials;
- Attend the FSMB's *Candidates Forum* at the Annual Meeting as well as the reception honoring the candidates; also attend the Reference Committee meeting and provide Reference Committee testimony, as necessary; and
- Network with colleagues at the Annual Meeting for additional information and perspectives on issues.

*During* the HOD meeting, the voting delegate is asked to:

- Follow the meeting rules as outlined by the Rules Committee;
- Represent the position of the delegate's board during discussions, as necessary; and
- Vote at the time requested.

*Following* the meeting, the voting delegate is asked to:

- Discuss the results of the HOD meeting with the delegate's board

As the role of the voting delegate is an important one, we encourage you to give careful consideration in the selection of the individual who will be your representative at our 2025 meeting.

Sincerely,



Katie L. Templeton, JD  
Chair



Humayun J. Chaudhry, DO, MACP, FRCP  
President and Chief Executive Officer