



Certified Counselors & Hypnotherapist Advisory Committee Minutes

October 14, 2022

Via Microsoft Teams

Committee members present:	Drue Larson, Certified Counselor, Chair Betty Jensen, Certified Counselor Sarah Prince, Public Member Russell Alfaro, Hypnotherapist
Committee members absent:	None
Assistant Attorney General:	Luke Eaton, Assistant Attorney General
Staff members present:	Ted Dale, Program Manager James Chaney, Executive Director Karen Gohlsen, Program Support Melody Casiano, Policy Analyst Ashley Bell, Behavioral Health Program Coordinator Shari Saucedo, Credentialing Supervisor
Guest presenters:	Candria Rauser, HELMS Business Project Manager, Department of Health

On October 14, 2022, the Washington State Certified Counselors and Hypnotherapist Advisory Committee met online via Microsoft Teams. In accordance with the Open Public Meetings Act, notice of the meeting was published on the Certified Adviser, Certified Counselor, and Hypnotherapist professions' websites and was sent out via the GovDelivery listserv for each profession.

1. Call to Order – Drue Larson, Chair

- 1.1. Meeting format – Motion to conduct the meetings virtually, seconded, vote 4-0.
- 1.2. The meeting was called to order at 9:02 a.m. and those in attendance introduced themselves
- 1.3. October 14, 2022 Agenda – *Motion to approve, seconded, vote 4-0.*
- 1.4. Previous meeting minutes – The committee did not have a quorum for the past two years until this meeting and voted to approve all meeting minutes dating back to October 10, 2019. *Motion to approve meeting minutes, seconded, vote 4-0.*

2. Department Reports

2.1. Program Update – Ted Dale, Program Manager

Mr. Dale briefly discussed the possibility of upcoming legislation for a bachelor’s level mental health counselor credential. In addition, he noted that there has been an uptick in people taking the exam, but fewer have been passing.

2.2. Credentialing report – Ted Dale, Program Manager

Mr. Dale presented the latest licensure statistics for the certified counselors/advisers and hypnotherapists.

Program	Active	Pending
Certified Counselors	373	107
Certified Advisers	1	3
Hypnotherapists	718	11

2.3. Program Budget - Ted Dale, Program Manager

Mr. Dale presented the program budgets for certified counselors/advisers and hypnotherapists as of March 2022.

Program	Current Fund Balance
Certified Counselors	-\$ 1,513,480
Hypnotherapists	\$ 81,266

3. AAG update – Luke Eaton, Assistant Attorney General

- 3.1. Mr. Eaton had no updates for the committee.

4. HELMS Presentation – Candria Rauser, HELMS Business Project Manager

- 4.1. Ms. Rauser provided an overview of the Healthcare Enforcement and Licensing Management System, which will be replacing the current licensing software (ILRS) in 2023.

5. Committee Member Selection Update – Ted Dale, Program Manager

- 5.1. Mr. Dale provided an update regarding the three vacancies (two public members and a hypnotherapist) on the committee. DOH is currently in receipt of one application for a hypnotherapist and he is hoping to conduct interviews sometime this fall.

6. Program Brochures – Ted Dale, Program Manager

- 6.1. Mr. Dale presented revised versions of brochures for the certified counselors and hypnotherapist programs and asked the committee for feedback. *Motion to approve the revisions, seconded, vote 4-0.*

7. 2023 Meeting Dates - Ted Dale, Program Manager

- 7.1. The committee selected the following meeting dates for 2023. *Motion to approve, seconded, vote 4-0.* In addition, the committee voted to keep all meetings virtual until further notice, *motion to approve, seconded, vote 4-0.*
 - January 13, 2023
 - April 14, 2023
 - July 14, 2023
 - October 13, 2023

8. Officer Elections – Drue Larson, Chair

- 8.1. Ms. Jensen nominated Ms. Larson to serve as chair of the advisory committee for another year. *Motion to approve, seconded, vote 4-0.* Ms. Jensen nominated Mr. Alfaro to serve as vice chair of the advisory committee for another year. *Motion to approve, seconded, vote 4-0.*

9. Public Comment – Drue Larson, Chair

- 9.1. Tim Livingston, president of the Washington Professional Counselors Association (WAPROCA) provided an update to the committee regarding association activities.

10. Future Business – Drue Larson, Chair

- Legislative updates for 2023 session
- Recruitment and appointment update
- Rules review

Meeting Adjourned

- 10.1. The meeting adjourned at 10:59.

Submitted by:

Ted Dale, Program Manager
Certified Counselors & Hypnotherapists
Advisory Committee

On file

SIGNATURE

DATE

Approved by:

Drue Larson, Chair
Certified Counselors & Hypnotherapists
Advisory Committee

On file

SIGNATURE

DATE