



**Certified Counselors & Hypnotherapist Advisory Committee**  
**Regular Meeting Minutes**  
**July 14, 2023**

Hybrid Meeting via Microsoft Teams and in-person 7273 Linderson Way SW Room S130

---

<b>Committee members present:</b>	Drue Larson, Certified Counselor, Chair Betty Jensen, Certified Counselor Sarah Prince, Public Member Vacant, Hypnotherapist Vacant, Public Member Vacant, Public Member
<b>Committee members absent:</b>	Russell Alfaro, Hypnotherapist
<b>Staff members present:</b>	Ted Dale, Program Manager Harold Wright, Jr., Executive Director Nancy Delgado, Assistant Program Manager Joan Simmons, Program Support Melody Casiano, Policy Analyst Jeanine Johnson, Deputy Credentialing Manager
<b>Assistant Attorney General:</b>	Luke Eaton, Assistant Attorney General
<b>Guest presenters:</b>	None

On July 14, 2023, the Washington State Certified Counselors and Hypnotherapist Advisory Committee met in person at Labor & Industries Department and 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, Certified Counselor, Chair** – The meeting began at 9:01 a.m. however, due to there not being enough members present at the meeting, there was no quorum, and the meeting agenda was limited to items that required no committee action and therefore was informational only.

1.1. Introductions

Board members, staff, and guests introduced themselves.

1.2. Approval of the July 14, 2023 agenda – *Item not covered due to no quorum.*

1.3. Approval of April 14, 2023 meeting minutes – *Item not covered due to no quorum.*

2. **Public Comment – Drue Larson, Certified Counselor, Chair**

2.1. Tim Livingston, president of the Washington Professional Counselors Alliance (WAPROCA) provided an update regarding exam prep courses going well with 15-20 individuals for each course. He also shared there are a lot of questions and responses around the fee increases and exam prep.

3. **Executive Director Introduction – Harold Wright, Jr., Executive Director**

3.1. Mr. Wright introduced himself to the committee as the new executive director and answered questions and concerns from the committee.

4. **Department Reports – Ted Dale, Program Manager**

4.1. **Program Update – Ted Dale, Program Manager**

Mr. Dale informed the committee that the department is looking to change the exam provider as the contract ends at the end of the month and noted the amount paid per year for the current exam provider and the number of individuals taking the exams is not cost effective. He added he will work with credentialing next week to close out the contract.

4.2. **Program Budget - Ted Dale, Program Manager**

Mr. Dale presented the program budgets for certified counselors/advisers and hypnotherapists as of May 2023. He mentioned the AG support expense will be credited due to incorrect allocation of expenses as mentioned in the previous meeting.

Program	Current Fund Balance
Certified Counselors/Advisers	\$(1,489,628)
Hypnotherapists	\$ 72,341

4.3. **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	352	119
Certified Advisers	1	4
Hypnotherapists	718	13

**5. AAG Update – Luke Eaton, Assistant Attorney General**

5.1. Mr. Eaton had no updates to report.

**6. Member Recruitment Update – Ted Dale, Program Manager**

6.1. Mr. Dale provided an update that the newly appointed hypnotherapist determined they were unable to commit to the advisory committee and withdrew their application. Recruitment has been reopened and notice sent out. He added staff will reach out to applicants who applied previously. Lastly noting there is an ongoing need to fill two public member positions for the committee.

**7. 2023 Legislative Session – Ted Dale, Program Manager**

7.1. Mr. Dale briefed the committee on the bills that were introduced this year and whether or not they were passed.

**8. Rules Review WAC Chapter 246-810 – Ted Dale, Program Manager – informational only**

8.1. Mr. Dale informed the committee of the change to WAC 246-810-060 Mandatory reporting will follow up with Mr. Eaton regarding WAC 246-810-089 Transitional dates for a registered counselor credential. Mr. Dale also shared he is filing a CR-101 to open the entire rules for revisions and shared the amendments and comments on the draft document.

**9. Future Business – Drue Larson, Chair**

9.1. This item was not covered but Mr. Dale requested the committee to think of future business items.

**10. Meeting Adjourned – Drue Larson, Chair**

10.1. The meeting adjourned at 10:45 a.m.

**Submitted by:**  
Ted Dale, Program Manager  
Certified Counselors & Hypnotherapists  
Advisory Committee

**Approved by:**  
Drue Larson, Chair  
Certified Counselors & Hypnotherapists  
Advisory Committee

On file  
SIGNATURE

On file  
SIGNATURE

DATE

DATE

