



Certified Counselors & Hypnotherapist Advisory Committee
Regular Meeting Minutes
January 26, 2024

Hybrid Meeting via Microsoft Teams and in-person WA DOH 111 Israel Road SE, Town Center
2, Room 153, Tumwater, WA 98501

Committee members present: Drue Larson, Certified Counselor, Chair
Betty Jensen, Certified Counselor
Anthony Gitch, Hypnotherapist
Sarah Prince, Public Member
Vacant, Hypnotherapist
Vacant, Public Member
Vacant, Public Member

Committee members absent:

Staff members present: Carmen Leso, Program Manager
Ted Dale, Program Manager
Eve Austin, Executive Director
Joan Simmons, Program Support
Katie Hao, Program Support
Melody Casiano, Policy Analyst
Jeanine Johnson, Deputy Credentialing Manager

Assistant Attorney General: Luke Eaton, Assistant Attorney General

Guest presenters: None

On January 26, 2024, the Washington State Certified Counselors and Hypnotherapist Advisory Committee met in person at Washington State Department of Health 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 9:00 a.m.

1.1. Introductions

Board members, staff, and guests introduced themselves.

1.2. Approval of the January 26, 2024 agenda, *motion to approve amendment of agenda to move item #10 to item #3.3, seconded, vote 4-0.*

1.3. Approval of July 14, 2023 and October 13, 2023, meeting minutes. *Motion to approve minutes, seconded, vote 4-0.*

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

2.1. Tim Livingston, president of WAPROCA, welcomed Mr. Gitch to the committee and shared the exam prep course is available through May on the website.

2.2. Multiple concerns regarding lengthy application process and licensure.

2.3. Suggestion to move application and licensure process to an automated process.

3. Management Reports – Carmen Leso, Program Manager

3.1. Budget Report – Carmen Leso, Program Manager

Ms. Leso presented the program budgets for certified counselors/advisers and hypnotherapists as of December 2023.

Program	Current Fund Balance
Certified Counselors/Advisers	(\$1,445,945)
Hypnotherapists	\$ 46,200

3.2. Program Update – Carmen Leso, Program Manager

Ms. Austin gave a presentation providing updates and overview of the HELMS project.

Ms. Leso shared the reorganization communication from the Director and Deputy Director of the Office of Health Professions for boards, commissions, and committees and provided summary.

Ms. Leso shared a legislative report providing an overview of behavioral health bills of interests and their status.

3.3. Management Report – Jeanine Johnson, Deputy Credentialing Manager

Ms. Johnson presented the latest licensure statistics for the certified counselors/advisers and hypnotherapists.

Program	Active	Pending
Certified Counselors	305	108
Certified Advisers	1	4
Hypnotherapists	709	16



4. Robert's rules of Order – Luke Eaton, AAG

4.1. Mr. Eaton provided an overview of the parliamentary procedure and Robert's Rules of Order.

5. Rulemaking Overview – Melody Casiano, Policy Analyst

5.1. Ms. Casiano provided an overview of the rulemaking procedure.

6. Break - (Taken after item #4 at 10:50 am – 11:00 am)

7. Committee Review of Professional Rules – Drue Larson, Chair and Carmen Leso, Program Manager

7.1. The committee reviewed the rules for [WAC Chapter 246-810 for](#) the profession and recommended amendments to the department. *Motion to approve the rules as presented, seconded, vote 4-0.*

7.2. *Motion to table the definitions portion (-010): Licensed Health Care practitioners – adding ABA professions to the definition for the next meeting to allow for staff to gather more information to share with the committee, seconded, vote 4-0.*

7.3. *Motion to table the 1/3 and 1/4 coursework requirements (-024) – switching from coursed to credits for the next meeting to allows for staff to gather more information to share with the committee, seconded, vote4-0.*

7.4. *Motion to table CE distance learning limitations (-029) – Increasing the total number of distance learning CE accepted, seconded, vote 4-0.*

8. Committee Operational Document Update – Carmen Leso, Program Manager

8.1. The committee discussed whether there should be a formal adoption of a parliamentary procedure to committee bylaws. *Motion to table this item to allow time for staff and AG to review with new committee member for the next meeting, seconded, vote 4-0.*

9. Elections – Drue Larson, Chair

9.1. *Motion was made to table elections for the chair and vice chair positions to the next meeting, to allow new committee members time to review information, seconded, vote 4-0.*

10. Management Reports – Jeanine Johnson, Deputy Credentialing Manager – this item was moved to item# 3.3 in agenda.

11. Future Business – Drue Larson, Chair

11.1. The committee discussed agenda items for the next meeting.

11.1.1. 2024 Legislative Session as a standalone agenda item

11.1.2. Committee Review of Professional Rules with suggestions/options to select from for the topics discussed as well as cover definitions, coursework requirements, and distance learning.

11.1.3. Committee Operational Document - Bylaws

11.1.4. Officer Elections

11.1.5. Management Reports

12. Meeting Adjourned – Drue Larson, Chair

12.1. The meeting adjourned at 12:27 p.m.

Submitted by:

Carmen Leso, Program Manager
Certified Counselors & Hypnotherapists
Advisory Committee

Approved by:

Drue Larson, Chair
Certified Counselors & Hypnotherapists
Advisory Committee

On file
SIGNATURE

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