



**Certified Counselors & Hypnotherapist Advisory Committee**  
**Regular Meeting Minutes**  
**July 19, 2024**

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

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<b>Committee members present:</b>	Drue Larson, Certified Counselor, Chair Betty Jensen, Certified Counselor Anthony Gitch, Hypnotherapist Sarah Prince, Public Member Vacant, Hypnotherapist Vacant, Public Member Vacant, Public Member
<b>Committee members absent:</b>	None
<b>Staff members present:</b>	Eve Austin, Executive Director Carmen Leso, Program Manager Katie Hao, Program Support Melody Casiano, Policy Analyst Jennifer Herbrand, Deputy Credentialing Manager
<b>Assistant Attorney General:</b>	Luke Eaton, Assistant Attorney General
<b>Guest presenters:</b>	None

On July 19, 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
 

Mr. Gitch introduced all committee members, staff, and guests introduced themselves.
  - 1.2. Approval of the July 19, 2024 agenda. Motion to approve agenda, seconded, vote 4-0.
  - 1.3. Approval of April 12, 2024, meeting minutes. Motion to approve minutes as amended, seconded, vote 4-0.

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

- 2.1. No public comments at this time.

**3. Management Reports**

**3.1. Budget Report – Carmen Leso, Program Manager**

Ms. Leso presented the program budgets for certified counselors/advisers and hypnotherapists as of May 2024.

Program	Current Fund Balance
Certified Counselors/Advisers	(\$1,500,000)
Hypnotherapists	\$ 57,520

**3.2. Credentialing Report – Jennifer Herbrand, Deputy Credentialing Manager**

Ms. Leso presented the latest licensure statistics for certified counselors/advisers and hypnotherapists on behalf of Jennifer Herbrand.

Program	Active	Pending
Certified Counselors	284	77
Certified Advisers	1	3
Hypnotherapists	698	0

**3.3. Program Report – Carmen Leso, Program Manager**

- 3.3.1. Ms. Leso shared Ms. Simmons has been promoted to a new position at the department and recruitment for a new administrative assistant has begun.
- 3.3.2. Ms. Leso shared the committee will be gaining two new members, Lisa Heglund and Nichole Basile starting August 1<sup>st</sup>, 2024.

**4. Schedule 2025 Meeting Dates – Carmen Leso, Program Manager**

- 4.1. The committee reviewed the proposed 2025 advisory committee meeting dates. Motion to approve the proposed meeting dates as amended, seconded, vote 4-0.

**5. Rulemaking Workshops Update – Carmen Leso, Program Manager**



5.1. Ms. Leso provided an update on the rulemaking workshops that were held to develop the coursework requirements for the new Licensed and Certified Agency Affiliated Counselor credentials.

6. **Break** (was taken after agenda item 8)

**7. WAC 246-810-024, Draft Language – Carmen Leso, Program Manager**

- 7.1. Ms. Leso presented the department’s decision regarding coursework requirements for certified counselors and certified advisers in WAC 246-810-024.
- 7.2. Ms. Leso shared that the department will be holding one last rules workshop for WAC 246-810 on July 31<sup>st</sup>, 2024.
- 7.3. Mr. Eaton gave credit to Ms. Leso’s hard work and time spent working on the draft language for WAC 246-810.

**8. Credential Crosswalk – Carmen Leso, Program Manager**

- 8.1. Ms. Leso shared the updated credential crosswalk with the committee.
- 8.2. Ms. Larson shared an update on the credential crosswalk with the committee.

**9. SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis/Future Planning – Drue Larson, Chair and Carmen Leso, Program Manager**

- 9.1. Ms. Leso and Ms. Larson facilitated the discussion to complete a SWOT analysis for the credentials within the advisory committee.

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

- 10.1. Ms. Larson informed the committee elections will be held at the next meeting.
- 10.2. Ms. Larson informed the committee that formation of a subcommittee will be occurring and the vision for the subcommittee will be discussed at the next committee meeting.

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

- 11.1. The meeting adjourned at 10:46 a.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

On file  
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DATE

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