



## **Mental Health Counselors, Marriage and Family Therapists, and Social Workers Advisory Committee Minutes**

**March 7, 2025**

Hybrid Meeting

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**Committee members present:**

Megan Simmons, LMFT, Chair  
Beda Herbison, LICSW, Vice Chair  
Melissa Denner, LMHC, SUDP  
Kim McBride, LMFT  
Joel Freedman, LMHC  
Linda Sattlem, Ph.D., Public Member  
Vacant – LASW  
Vacant - Public Member  
Vacant - Public Member

**Committee members absent:**

**Staff members present:**

Lana Crawford, Program Manager  
Brandon Williams, Executive Director  
James Smartt, Program Support  
John Simmons, Program Support  
Melody Casiano, Policy Analyst  
Brandon Williams, Project Manager  
Hyon Yi, Deputy Credentialing Manager  
Shelly Buchanan, Supervising Staff Attorney  
Marie Carp, AAG

**Guest presenters:**

None

On March 7, 2025, the Washington State Mental Health Counselors, Marriage and Family Therapists, and Social Workers Advisory Committee met online via Microsoft Teams and in person at the Washington State Department of Health, Town Center East 2 (TC2) Building, Room #167, 111 Israel Road SE, Tumwater, WA 98501. In accordance with the Open Public Meetings Act, notice of the meeting was published to [the committee's website](#) and was sent out via the GovDelivery listserv.

## Open Session:

### 1. Call to Order – Megan Simmons, LMFT, Chair – Meeting was called to order at 9:02 am.

1.1. Introductions – Committee members and supporting staff introduced themselves.

1.2. Approval of March 7, 2025, agenda – *Motion to approve the March 7, 2025, Meeting Agenda, seconded, passed.*

1.3. Approval of November 15, 2024, meeting minutes – *Motion to approve the November 15, 2024, Meeting Minutes, seconded, passed.*

### 2. Public Comment – Megan Simmons, LMFT, Chair

*There were no public comments at this time.*

### 3. Assistant Attorney General Report – Marie Carp, AAG

*The AAG had no items relevant to the advisory committee to report on at this time.*

### 4. Program Updates – Brandon Williams, Executive Director and Hyon Yi, Deputy Credentialing Manager

4.1. Budget Report – *Mr. Williams gave an update on the program budget.*

4.2. Credentialing Report – *Mr. Yi gave an update on the program credentialing statistics.*

4.3. Committee member recruitment update – *There were no updates to committee member recruitment at this time.*

### 5. Legislative Updates – Brandon Williams, Executive Director

*Mr. Williams gave an update on legislation introduced in the 2025 session.*

5.1 Legislative Report

### 6. Rule Making Updates – Brandon Williams, Executive Director

*Mr. Williams gave an update on current rulemaking activities.*

6.1 [CR102 WSR 25-04-16 \(PDF\)](#) Supervisor directory, supervision standards, stipend program, practicing on a pending license.

6.2 [CR101 WSR 24-10-012 \(PDF\)](#) Reducing barriers to licensure and streamlining the credentialing process.

### 7. HELMS Update - Brandon Williams, Executive Director

*Mr. Williams gave an update on the transition to HELMS.*

### 8. Advanced Suicide Prevention Continuing Education – Brandon Williams, Executive Director and Kelsey Cato, Regulatory Analyst

*Mr. Williams gave an update on the Advanced Suicide Prevention Continuing Education*

**9. Subcommittee Report: Associate Application Process Update - Beda Herbison, LICSW, Advisory Committee Vice Chair and Kim McBride, LMFT, Advisory Committee Member**

*Ms. Herbison and Ms. McBride gave an update on and reviewed the progress from the subcommittee.*

**10. Bylaws – Brandon Williams, Executive Director**

*The committee reviewed and voted on bylaws. Motion to approve the current committee bylaws to go into effect today, seconded, passed.*

**10.1. Advisory Committee Bylaws**

**11. Roundtable Discussion - Megan Simmons, LMFT, Chair**

*The committee discussed the following roundtable discussion topics:*

- Meeting in-person at the September meeting.
- Agency Affiliated Counselor and Peer certification updates.
- Supervisor stipend program updates.
- Updates on formalizing supervisor responsibility in WAC.
- Updates on Department of Health publicly available information, as well as possibly forming a subcommittee around this topic.

**12. Future Business – Megan Simmons, LMFT, Chair**

*The committee discussed the following agenda items for future meetings:*

- Trends for allocation of disciplinary costs.
- Website efforts regarding transparency of information.
- Advanced suicide rules for review.
- Standing agenda item for webpage feedback and updates.

**13. Adjournment - Megan Simmons, LMFT, Chair**

*Motion to adjourn, seconded, passed. The meeting was adjourned at 10:54 am.*

**Submitted by:**

Lana Crawford, Program Manager  
Mental Health Counselors, Marriage & Family  
Therapists, and Social Workers Advisory  
Committee

**Approved by:**

Megan Simmons, Chair  
Mental Health Counselors, Marriage &  
Family Therapists, and Social Workers  
Advisory Committee

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