



**Sex Offender Treatment Provider Advisory Committee
Regular Meeting Minutes
March 18, 2025**

Committee members present:

Bryce Nelson, J.D., Chair
Larraine Lynch, MSW, LICSW, CSOTP, Vice Chair
Daniel Yanisch, Psy.D, CSTOP (inactive)
Jason Bailey, MA, LMHC, NCC, CSOTP
Sonja Hardenbrook, J.D.
Jedd Pelander, Dept. of Children, Youth, and Families
Holly Coryell, Ph.D., Dept. of Social and Health Services
David G. Medved, PhD, Dept. of Corrections
Vacant, Superior Court Judge
Vacant, LMHC, CSOTP

Committee members absent:

Staff members present:

Lana Crawford, Program Manager
Brandon Williams, Executive Director
John Simmons, Program Support
James Smartt, Program Support
Tiffany Drake, Credentialing Supervisor
Hyon Yi, Deputy Credentialing Manager
Ashley May, Management Analyst
Melody Casiano, Policy Analyst
Evan Shigaya, Policy Analyst
Kelsey Cato, Regulatory Analyst
Marie Carp, Assistant Attorney General

Guest presenters:

None

On March 18, 2025, the Sex Offender Treatment Providers Advisory Committee met via web conference and in-person at Washington State Department of Health, Town Center East 2 (TC2) Building, Room #153, 111 Israel Road SE, Tumwater, WA 98501. Notice of the meeting was published on the [profession website](#) and was sent out through the GovDelivery listserv.



In accordance with the Open Public Meetings Act, the agenda for this regular meeting was made available online at least 24 hours prior to the start time of the meeting pursuant to RCW 42.30.077.

Open Session:

- 1. Call to Order – Bryce Nelson, J.D., Chair** – *Meeting was called to order at 1:03 pm.*
Introduction – Committee Members & Staff introduced themselves.
 - 1.2 Approval of March 18, 2025, agenda** – *Motion to approve the March 18, 2025, agenda, seconded, passed.*
 - 1.3 Approval of December 10, 2024, meeting minutes** – *Motion to approve the December 10, 2024, meeting minutes, seconded, passed with 1 abstention.*
- 2. Public Comment – Bryce Nelson, J.D., Chair**
There were no public comments at this time.
- 3. Assistant Attorney General Report – Marie Carp, AAG**
There were no items for the AAG to report to the committee at this time.
- 4. SOTP Program Reports – Lana Crawford, Program Manager and Hyon Yi, Deputy Credentialing Manager**
The committee reviewed data related to the issuance of SOTP credentials and the program budget.
 - 4.1. Credentialing Report** – *Mr. Yi presented the Credentialing Report to the Committee.*
 - 4.2. Budget Report** – *Ms. Crawford presented the Budget Report to the Committee.*
 - 4.3. Fiscal Year in Review** – *Ms. Crawford presented the Fiscal Year in Review to the Committee.*
 - 4.4. Committee member recruitment update** – *Ms. Crawford gave an update on ongoing committee member recruitment efforts.*
- 5. HELMS Update - Brandon Williams, Executive Director**
Mr. Williams briefed the committee on the transition of HELMS.
- 6. Advanced Suicide Prevention Continuing Education – Brandon Williams, Executive Director and Kelsey Cato, Regulatory Analyst**
Mr. Williams briefed the committee on the Advanced Suicide Prevention Continuing Education.
- 7. Bylaws– Lana Crawford, Program Manager**
Ms. Crawford presented the bylaws to the committee and the committee determined whether any updates were needed before approval.
- 8. Rule Making Updates – Lana Crawford, Program Manager**
Ms. Crawford briefed the committee on the progress of the current rule package.
- 9. Advisory Subcommittee Outreach - Lana Crawford, Program Manager**



Ms. Crawford briefed the committee on the outreach work of the subcommittee.

10. Open Discussion of SOTP Advisory Committee – Bryce Nelson, J.D., Chair

The committee was updated on and discussed the ongoing state budget situation as applies to the advisory committee.

11. Future Agenda Items – Bryce Nelson, J.D., Chair

The vote to approve the bylaws will occur at the June meeting.

Invite Kersten Bergstrom to give a presentation on the Domestic Violence Intervention Treatment Workgroup.

12. Adjournment - Bryce Nelson, J.D., Chair

Meeting adjourned at 1:55 pm.

Submitted by:

Lana Crawford, Program Manager
Sex Offender Treatment Provider Advisory
Committee

Approved by:

Larraine Lynch, MSW, LICSW, CSOTP,
Vice Chair
Sex Offender Treatment Provider Advisory
Committee

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