



Certified Counselors & Hypnotherapist Advisory Committee
Regular Meeting Minutes
July 18, 2025

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: Anthony Gitch, Hypnotherapist, Chair
Lisa Haglund, Public Member, Vice Chair
Lisa Webb, Certified Counselor
Nichole Basile, Public Member
Vacant, Hypnotherapist
Vacant, Certified Counselor

Committee members absent: Sarah Prince, Public Member

Staff members present: Eve Austin, Executive Director
Carmen Leso, Program Manager
Joan Simmons, Program Support
Melody Casiano, Policy Analyst
Zach Patnode, QA/CQI Administrator
Hyon Yi, Deputy Credentialing Manager
Shelly Buchannon, Supervising Staff Attorney
Kris Holiday, OHP Director

Assistant Attorney General: Luke Eaton, Assistant Attorney General

Guest presenters: None

On July 18, 2025, 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 – Anthony Gitch, Hypnotherapist, Chair – The meeting began at 9:02 a.m.

1.1. Introductions

Mr. Gitch called the meeting to order and introduced himself. He then requested all committee members, staff, and guests to introduce themselves.

1.2. Approval of the July 18, 2025, agenda. Motion to approve agenda, seconded, vote 4-0.

1.3. Approval of April 11, 2025, meeting minutes. Motion to approve minutes as amended, seconded, vote 3-0, 1 abstain.

2. Management Reports

2.1. Budget Report – Carmen Leso, Program Manager

Ms. Leso presented the program budgets for certified counselors/advisers and hypnotherapists as of June 2025.

Program	Current Fund Balance
Certified Counselors/Advisers	(\$1,230,000)
Hypnotherapists	(\$27,870)

2.2. Credentialing Report – Zach Patnode, QA/CQI Administrator and Hyon Yi, Deputy Credentialing Manager

Mr. Patnode and Mr. Yi presented “Credentialing: Year in Review and Hot Topics” to the committee as well as answered questions from the committee.

2.3. Program Report – Carmen Leso, Program Manager

Ms. Leso shared that recruitment notices for two vacant positions will be reposted: one for a certified counselor and the other for a hypnotherapist.

3. Public Comment – Anthony Gitch, Hypnotherapist, Chair

3.1. Ms. Jensen commented there could be higher volumes of background check requests when schools begin

4. Program Update - Carmen Leso, Program Manager

4.1. Ms. Leso briefed the committee on relevant program updates such as two new videos that are available on each profession’s webpage. One video provides information about the credential and what it does, and the other is an instruction video on the online application process. Ms. Leso shared these link as an example: [Registration Requirements | Washington State Department of Health](#) and [Certification Requirements | Washington State Department of Health](#).

4.2. Ms. Leso shared there is going to be a 2024 fiscal year in review on the profession’s website which will provide an annual review of the outlook on professions. The link for Certified Counselors is [Certified Counselors and Advisers 2024 Fiscal Year in Review.pub](#). We are still waiting for Hypnotherapists’ report to come out.

5. New Certified Counselor and Certified Adviser Rules - Carmen Leso, Program Manager



- 5.1. Ms. Leso reviewed the new Certified Counselor and Certified Adviser rules and frequently asked questions and provided a summary of the FAQ document that was provided in the handout.
- 5.2. Ms. Eve edified Ms. Leso on the work she did in producing this FAQ.

6. Committee Members and Meetings – Luke Eaton, AAG

- 6.1. Mr. Eaton presented “Conducting Meetings: A Guide for Board & Committee Members” for optimal committee member participation to the committee.

7. Break

8. Schedule 2026 Meeting Dates – Carmen Leso, Program Manager

- 8.1. The committee reviewed the proposed 2026 advisory committee meeting dates. Motion to approve the 2026 meeting dates, seconded, vote 4-0.

9. Certified Counselors Scope of Practice, Eve Austin, Executive Director

- 9.1. Ms. Austin facilitated the discussion on the potential increase in scope for certified counselors regarding intervention services. She invited the committee to ask questions and share comments.
- 9.2. Mr. Gitch comment that there should be educational requirements put in place for hypnotherapy.

10. Public Comment – Anthony Gitch, Hypnotherapist, Chair

- 10.1. No public comments were received.

11. Future Business – Anthony Gitch, Hypnotherapist, Chair

- 11.1. Information for the annual BCC meeting to be held during the fall.
- 11.2. SWOT analysis results and case studies for credential advocacy

12. Meeting Adjourned – Anthony Gitch, Hypnotherapist, Chair

- 12.1. The meeting adjourned at 10:44 a.m.

Submitted by:
 Carmen Leso, Program Manager
 Certified Counselors & Hypnotherapists
 Advisory Committee

Approved by:
 Anthony Gitch, Chair
 Certified Counselors & Hypnotherapists
 Advisory Committee

On file

 SIGNATURE

On file

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 DATE

 DATE

