



**Certified Counselors & Hypnotherapists Advisory Committee
Regular Meeting Notice
January 26, 2024**

Time:	9:00 a.m.
Location:	Hybrid Meeting (Teams info) 111 Israel Road Town Center 2, Room 153 Tumwater, WA 98501
Contact Person(s):	Carmen Leso, Program Manager (360) 742-1463 carmen.leso@doh.wa.gov
Board/Committee Members:	Drue Larson, Certified Counselor, Chair Betty Jensen, Certified Counselor Anthony Gitch, Hypnotherapist Sarah Prince, Public Member Vacant, Hypnotherapist Vacant, Public Member Vacant, Public Member
Assistant Attorney General:	Luke Eaton, Assistant Attorney General
Staff:	Eve Austin, Executive Director Ted Dale, Program Manager Joan Simmons, Program Support Katie Hao, Program Support Melody Casiano, Policy Analyst Jeanine Johnson, Deputy Credentialing Manager

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.

For more information, please see [last page](#) of this agenda.

Please Note: Comments from the public in attendance may be solicited after each agenda item.

OPEN SESSION:

1. Call to Order – Drue Larson, Certified Counselor, Chair

- 1.1. Introductions – committee, new members, and public.
- 1.2. Approval of the January 26, 2024 meeting agenda.
- 1.3. Approval of the July 14, 2023 and October 13, 2023 meeting notes.

2. Public Comment – Drue Larson, Chair

The public will have the opportunity to provide comment during this time.

3. Management Reports – Carmen Leso, Program Manager

- 3.1. Budget report
- 3.2. Program update

4. Robert’s Rules of Order – Luke Eaton, AAG

Mr. Eaton will provide a brief overview of the parliamentary procedure, Roberts Rules of Order.

5. Rulemaking Overview – Melody Casiano, Policy Analyst

Melody Casiano will provide a brief overview of rulemaking procedure.

6. Break

7. Committee Review of Profession Rules – Drue Larson, Chair & Carmen Leso, Program Manager

The committee had previously requested to review the rules for the profession and potentially recommending changes to the department.

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

The committee will discuss whether there should be a formal adoption of a parliamentary procedure to committee bylaws.

9. Elections – Drue Larson, Chair

- 9.1. Chair and Vice Chair elections for the 2024 calendar year.

10. Management Reports – Jeanine Johnson, Credentialing Manager

- 10.1. Credentialing Report

11. Future Business – Drue Larson, Chair

The committee will discuss agenda items for next meeting.

12. Meeting Adjourned

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Times and Order:

The meeting will begin at 9:00 a.m. and will continue until all agenda items are complete. This agenda is subject to change. Comments from the public in attendance will be taken after each agenda item.

[DOH Tumwater Office Directions](#)

This meeting is being recorded.

If anyone objects or does not consent, please let us know.

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This meeting is fragrance free. We ask that you please refrain from applying perfume, hairspray, cologne, or aftershave prior to your visit. Your cooperation is appreciated.

Next Scheduled Meeting:

Date: April 12, 2024

Time: 9 a.m.

Location: Hybrid Meeting