



**Washington State
Department of Health
Certified Counselors and Hypnotherapist
Advisory Committee
Meeting Minutes**

July 9, 2015

9:30 a.m.

Department of Health

Town Center One

243 Israel Road S.E., Conference Room 265

Tumwater, WA 98501

Committee members present:

William Gant, Public Member

Janet Large, Hypnotherapist

Miriam Dyak, Certified Counselor - Chair

Mary Long, Hypnotherapist

Diane Green, Certified Counselor – Vice Chair

Others Present:

Tim Livingston, Washington Professional
Counselors Association (WAPROCA)

Others Present via Phone:

Karen Schaaf, Registered Hypnotherapist/
Licensed Mental Health Counselor

AAG Present:

Krystl Murphy, Assistant Attorney General (AAG)

Staff Members Present:

Kim-Boi Shadduck, Program Manager

Sonia Ferguson, Program Representative

Nancy Tyson, Executive Director

Andrea Wagner, Credentialing Supervisor

Deborah Mendoza, Program Manager

On July 9, 2015, the Certified Counselors and Hypnotherapist Advisory Committee (committee) met at Department of Health (department), Town Center 3, Room 265, Tumwater, WA 98501. In accordance with the Open Public Meetings Act, the meeting agenda was emailed to members of the certified counselor, certified adviser, and hypnotherapy professions through the department's Listserv and posted to the professions' websites.

1. Call to Order – Miriam Dyak, Certified Counselor – Chair **9:30 a.m.**

1.1 The agenda was approved and accepted as written.

1.2 The committee members reviewed and approved the April 23, 2015 meeting minutes as presented.

2. Report of the Registered Counselor Work Group – Miriam Dyak, Certified Counselor, Chair

Ms. Dyak said she wanted this on the agenda to help the committee members and program staff members gain insight into the history of certified counselor and adviser credentials. Attached is a copy of Ms. Dyak’s comments.

Mr. Tim Livingston said the association is doing a survey to certified counselors and welcomes input on data and/or feedback.

3. Manager Report – Kim-Boi Shadduck, MBA, Program Manager and Nancy Tyson, Executive Director

3.1 Credentialing and disciplinary statistics – Ms. Andrea Miller reported on credentialing and disciplinary statistics. Credentialing and disciplinary statistics are as follows:

Current Credential Totals	June 23, 2015
Certified Counselor:	
Number of applications pending	242
Active certifications	629
Certified Adviser:	
Number of applications pending	2
Active certifications	3
Hypnotherapist:	
Number of applications pending	4
Active registrations	767
Total applications pending:	248
Total active credential holders:	1,399

Ms. Shadduck said the way she pulls numbers is different from credentialing. The program will rely on credentialing for statistics from now on.

3.2 Budget Update – Ms. Shadduck provided a budget report for the month of May. The current budget report for the hypnotherapists is \$117,988.00 and the certified counselors’ budget is in a deficit of \$1,448,318.00.

3.3 Program Update – Ms. Shadduck reported that in the future, the department will move to Citrix which will be online. She is hoping by the next meeting to have a training for them. Members will have a hard token for access and each have their own Department of Health email. The token helps with security. In the future, packets will be sent via Citrix.

Ms. Krystl Murphy said that there will be a confidentiality form for the members to sign.

4. Assistant Attorney General (AAG) Report – Krystl Murphy, AAG

Ms. Murphy said she didn't have anything to report.

5. Update on Agency Proposed legislation – Kim-Boi Shadduck, Program Manager

Ms. Shadduck said HB 1134 is still alive and there is concern regarding Diagnostic and Statistical Manual of Mental Disorders (DSM5) and the Global Assessment of Functioning (GAF) tool. Whether the agency supports the bill is questionable. She is hoping to have more information at the next meeting.

Ms. Shadduck said she receives calls about the GAF and refers them to the Frequently Asked Questions (FAQ) on the website.

Ms. Dyak asked how the committee could work with the department. She pointed out that the department did not inform or involve the committee in the process of putting this legislation forth to the legislature. When this bill is introduced to the legislature again, Ms. Dyak would like the department and committee to work together on it.

Mr. Gant said the frustrating thing in working with the legislature is that all of a sudden things hit the floor and then they're done. He asked how much lead time the department got. He doesn't think its miscommunication; he thinks it's a legislative thing.

Mr. Livingston said if the association had known in advance, it could have been there.

6. Report on “meet me” calls – Mary Long, Hypnotherapist

Ms. Long updated and discussed the bills from the “meet me” calls to the committee. Ms. Long mentioned the “meet me” calls mostly had to do with the marijuana and telemedicine bills.

Ms. Shadduck said the calls covered all the bills that passed and died.

Ms. Shadduck said the committee would want to pay attention to the telehealth bill. She said there is currently no scope of practice regarding telehealth. That is something that will need to be in disclosures and making sure they're on a secured site.

7. Rules Scan – Kim-Boi Shadduck, MBA, Program Manager

Ms. Shadduck said that RCW 43.70.041 requires the department to review all of its existing rules every five years to identify ways to clarify or simplify existing rules. Ms. Shadduck said she would like to start the process. She said that she has the authority to do this on her own, but thought the committee would like to be included.

Ms. Shadduck walked the committee members through the continuing education (CE) part of the rules. She said that she would go over a small section each time the committee met. If there are any questions, please call or email her, as she is there to help.

8. Public Comment

Ms. Shadduck said she is recruiting for two public members.

Mr. Livingston thanked Ms. Shadduck for getting the web information fixed.

Ms. Shadduck said if anyone had any feedback on the brochures to let her know.

Mr. Livingston said he is concerned about the formatting.

Ms. Shadduck said that it was just too big and it goes through many other people. She said this is a requirement from the department and will go to office regulations.

9. Consent Agenda

The consent agenda was approved as presented.

10. Future Agenda Items

- What’s going on with GAF bill
- Fact sheets-disciplinary

Ms. Shadduck said the deadline for agenda items is two weeks before the meeting.

10. Adjournment

11:36 a.m.

Submitted by:

Approved by:

Kim-Boi Shadduck, MBA, Program Manager
 Certified Counselors and Hypnotherapist
 Advisory Committee

Miriam Dyak, Certified Counselor, Chair
 Certified Counselors and Hypnotherapist
 Advisory Committee