



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

July 14, 2016

9:30 a.m.

Department of Health
Town Center Three
243 Israel Road S.E., Conference Room 224
Tumwater, WA 98501

Committee members present:

Miriam Dyak, Certified Counselor – Chair
Diane Green, Certified Counselor-Vice Chair
Mary Long, Hypnotherapist
Karen Hausrath, Public Member
Janet Large, Hypnotherapist

Committee members absent:

Others Present:

Tim Livingston, Washington Professional
Counselors Association (WAPROCA)
James McCormack, BA. Certified Counselor,
Registered Hypnotherapist

AAG Present:

Krystl Murphy, Assistant Attorney General (AAG)

Staff Members Present:

Kim-Boi Shadduck, Program Manager
Linda Kuntz, Administrative Support
Nancy Tyson, Executive Director
Andrea Wagner, Credentialing Representative
Jeff Wise, Policy Analyst

On July 14, 2016, the Certified Counselors and Hypnotherapist Advisory Committee (committee) met at Department of Health (department), Town Center 3, Room 224, 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** **9:28 a.m.**
1.1 The agenda was approved and accepted as written.

1.2 The committee members reviewed and approved the April 21, 2016 meeting minutes as presented.

2. **Elections for Chair and Vice Chair – Miriam Dyak, Certified Counselor, Chair**

Miriam Dyak was nominated and elected as chair for a one-year term. Diane Green was nominated and elected as vice chair.

3. **Manager Report – Andrea Wagner, Credentialing and Kim-Boi Shadduck, MBA, Program Manager**

3.1 **Credentialing statistics** –Andrea Wagner reported on the following credentialing statistics.

Current Credential Totals	May 2016
Certified Counselor:	
Number of applications pending	109
Active certifications	580
Certified Adviser:	
Number of applications pending	2
Active certifications	5
Hypnotherapist:	
Number of applications pending	9
Active registrations	751
Total applications pending:	120
Total active credential holders:	1,336

Andrea Wagner presented the application processing time for certified counselor licenses from December 2015 – May 2016. There were 22 applications and 100 percent were issued within an average eight-day measurable period. There were 54 applications for hypnotherapists and 54 were issued within an average nine-day measurable period. About 50 percent of these applications were processed online.

3.2 **Budget Update** –Kim-Boi Shadduck provided an update on the current budgets report. The hypnotherapist budget is \$120,533 and the certified counselor budget is in a deficit of \$1,485,281

3.3 **Recruitment Update** – Kim-Boi Shadduck presented information regarding the applications for the advisory committee. The department is recommending reappointing both Miriam Dyak and Janet Large.

4. Rules workshop on Continuing Education for Suicide Assessment WAC 246-810-0298

In order to take a qualifying suicide prevention course, the course must be taken from the model list located on the department's website and will be available January 1, 2017. These courses have more suicide assessment training for veterans and death with dignity.

WAC 246-810-0298 continuing education competency for suicide assessment training standards to be aligned with RCW 43.70.442, this amendment would require certified counselors and certified advisers to take suicide assessment, screening and referral from the model list.

5. Public Comment

Tim Livingston from Washington Professional Counselors Association (WAPROCA) thanked the committee members for past and continued service, the program staff for working on the rules, and the program. The association focused on three main recommendations:

1. Appropriate screening for the client's level of functional impairment using the Global Assessment of Functioning (GAF) tool.
2. Certified counselors and certified advisers may counsel and guide clients in adjusting to life situations, developing new skills, and making desired changes, in accordance with the theories and techniques of a specific counseling method and established practice standards, if the client has a Global Assessment of Functioning score greater than 60.
3. Certified counselors may counsel and guide clients in adjusting to life situations, developing new skills, and making desired changes if the client has a Global Assessment of Functioning score of 60 or less if:
 - a. The client has been referred to the licensed mental health practitioner.
 - b. The certified counselor referred the client to seek diagnosis and treatment from another provider and the client refused, in writing, to seek treatment from the other provider.

6. Scheduling Meeting Dates for 2017

The meeting dates were changed and accepted as follows:

- January 12
- April 13
- July 13
- October 12

7. Consent Agenda

The consent agenda was approved as presented.

8. Future Agenda Items

- Rules hearing

Deadline for agenda items is September 18, 2016.

9. Adjournment

10 a.m.

Submitted by:

Approved by:

Signature on file

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

Signature on file

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