



# CAC Coordination Committee Meeting

9/3/25

## Draft Minutes

### Key Links

[CAC Website](#)

#### 1. Welcome and Roll Call

a. Call to order.

b. Attendees

#### *Committee*

First	Last	CAC	9/3/25
Robert	Marshall, Chair	FCAC	x
Kara	Gerczynski	FCAC	x
Eirene	Knott, Vice Chair	BCAC	x
Jeff	Grove	BCAC	x
Christopher	Jensen	BCAC	
Andrew	Bevis	PMGCAC	x
Kevin	Brenton	PMGCAC	
Vanessa	Hostick Rempe	SEHPCAC	x
Bryan	Holland	SEHPCAC	x
9 Members	Quorum 5		7 Attendees

**Staff**

Scott Adams, LaToya Carraway, Beth Tubbs, Kris Stenger, Julie Bryant, Paul Sincaglia, Samhar Hoz, Jason Toves, Alex Smith

**2. Meeting Conduct.** Staff Reviewed.

- a. **Identification of Representation/Conflict of Interest**
- b. **ICC CP7 Committees:** Section 5.1.10 Representation of Interests
- c. **ICC Code of Ethics.** ICC advocates commitment to a standard of professional behavior that exemplifies the highest ideals and principles of ethical conduct which include integrity, honesty, and fairness. As part of this commitment, it is expected that participants shall act with courtesy, competence, and respect for others.
- d. **CP50-21 Antitrust Compliance.** CP50
- e. **Copyright.** Discuss the need to ensure that proposals do not contain copyrighted materials from other organizations.

**3. Administrative items.** Staff provided that the next steps for the SEHPCAC letter that once a recommendation is made by the ICC Coordination Committee that the recommendation and the letter would be submitted through the ICC Board of Director's Scope and Intent Question process.

**4. CCC items for action.**

**a. SEHPCAC letter**

Vanessa Hostick Rempe reintroduced the letter from SEHPCAC directed to the ICC Board of Directors for consideration by the committee. Chair Marshall opened the floor to comments on letter. Following those comments a motion was made by Vice Chair Eirene Knott to send the letter back to SEHPCAC for revisions based on the comments received. Once those revisions have been finalized that the SEHPCAC would bring the letter back to this committee for review and recommendation. Motion seconded by Kara Gerczynski. Motion passes 4-0.

**5. Other business.** None at this time.

6. **Next meeting.** TBD.

7. **Adjourn.** The meeting was suspended at 2:06 PM ET.