

Louisiana Cancer Research Center
Board of Directors Meeting
Was held virtually via Zoom
On June 24, 2021, 3pm

The following members of the Board of Directors were present:

Dr. Lee Hamm, Senior Vice President and Dean, TUHSC, Chairman
Dr. Steve Nelson, Dean, LSUHSC, Vice Chairman
Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer
Mr. Arthur Cooper, Senior Director, Special Projects, Louisiana Economic Development
Dr. Gene D'Amour, Special Assistant to the President, Xavier University
Mr. Terrence Ginn, Deputy Commissioner for Finance & Administration, BOR
Mr. Walter Leger, Jr., Senior Partner, Leger & Shaw Attorneys and Counselors
Dr. Lucio Miele, Dept Head, Genetics, Director for Inter-Institutional Programs, Cancer Center, LSUHSC
Ms. Pamela Ryan
Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology
Dr. Leonardo Seoane, Senior Vice President & Chief Academic Officer, Ochsner Health

The following members of the Board of Directors were not present:

Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology
Ms. Carroll Suggs

Also present were:

Mr. Sven Davisson, Chief Administrative Officer, LCRC
Ms. Deborah Reeder, Chief Financial Officer, LCRC
Dr. Prescott Deininger, Director, Tulane Cancer Center
Dr. Tom Wiese, Professor, Xavier University
Mr. Ryan Graffagnini, Controller, LCRC
Ms. Keadren Green, Business Manager, Tulane Cancer Center
Ms. Stephanie Wiebke, Business Manager, Xavier University
Dr. Patrice Delafontaine, Executive Dean, TUHSC
Dr. Edward Trapido, Chair, TFL Steering Committee
Ms. Shawna Shields, Associate Director, Tobacco Free Living
Ms. Shelina Davis, CEO, Louisiana Public Health Institute
Dr. Michael Celestin, Director, Louisiana Tobacco Control Initiative
Ms. Barbara Landrum, Business Manager, LSUHSC Cancer Center
Ms. Ellen Palmintier, TU, Director, State & Federal Relations
Dr. Earl Benjamin-Robinson, Director, Tobacco Free Living
Mr. Jameson MacDonnell, Development Consultant, The Mentibus Group

Dr. Hamm called the meeting to order. The roll was called and there was a quorum.

Dr. Hamm requested approval of the minutes from the April 29, 2021 Board meeting.

A motion was made by **Ms. Ryan** and seconded by **Dr. Nelson**.
RESOLVED, with all in favor, to approve the minutes of the April 29, 2021 Board meeting.

Dr. Hamm called for the Finance Committee Report.

Ms. Goodson reported the Finance Committee met and reviewed the budgets. She stated the Finance Committee is recommending approval of the budgets as presented. **Dr. Nelson** asked if there was anything out of the ordinary.

Mr. Graffagnini reported there were not any fluctuations with the budgets for any of the components for FY22. **Ms. Goodson** added the supplemental budget requests for Xavier and Tulane have been deferred to the next Board Meeting. LSU's supplemental request was approved.

The Finance Committee recommended the FY22 budgets for approval as follows:

LCRC's total budget request is \$17,898,370 allocated as follows:

Cancer Research component's total request of \$12,741,827 with \$6,795,711 funded by the tobacco tax appropriations, \$2,085,944 funded with funds held in reserve and \$3,860,173 funded by Other Revenue.

Cessation/TFL component's total request of \$5,156,543 with \$4,636,326 funded by the tobacco tax appropriation and \$520,217 funded with funds held in reserve.

A motion was made by **Dr. Nelson** and seconded by **Dr. D'Amour**.

RESOLVED, with all in favor, to approve Fiscal Year 2021-2022 budgets, goals, objectives and indicators, as presented.

Dr. Hamm called for the Development Committee Report.

Mr. MacDonnell of the Mentibus Group provided an update on the LCRC Development project. He discussed his progress to date and his findings from the discovery process. Mr. MacDonnell discussed some challenges within the LCRC and opportunities to address those challenges. He outlined what the Mentibus Group can do to translate those opportunities into action for LCRC. Mr. Davisson added the Mentibus Group will be working with Development Committee on how to actualize the recommendations. The presentation is on file.

Dr. Hamm called for the old business.

Mr. Davisson request to officially terminate the TUHSC and Xavier Occupancy Agreements as they are no longer active. LSUHSC's Occupancy Agreement was previously terminated. Ms. Reeder stated the Tulane Lease Agreement still has a couple of issues to resolve but should be ready for full execution relatively soon.

A motion was made by **Dr. D'Amour** and seconded by **Ms. Goodson**.

RESOLVED, with all in favor, to terminate the existing Occupancy Agreements, as requested.

Dr. Hamm called for the CAO Report.

Mr. Davisson stated there are three contracts for FY22 with effective dates of July 1, 2021 that require action. The first agreement is the IT Services agreement with LSUHSC. The final version was provided in the packet. Ms. Reeder stated there is a negligible increase in costs over the last contract for LCRC's full-service IT support. **Ms. Goodson** asked for a status update on the LONI connection. Ms. Reeder reported the IT Contract Director is working directly with LONI. She added LCRC is not on the correct usage plan so they are working through that issue. Ms. Reeder stated there is also an issue with Xavier they are working through. **Mr. Ginn** agreed to have a call to discuss the LONI issues.

A motion was made by **Ms. Goodson** and seconded by **Dr. Nelson**.

RESOLVED, with all in favor, to approve the IT Services contract with LSUHSC, as presented.

Mr. Davisson reported the next agreements requiring Board approval are for the agreement with LPHI for the Tobacco Free Living (TFL) Programs; and the agreement with LSU School of Public Health for the Tobacco Control Initiative (TCI) Program. He reminded the Board there is a Steering Committee that oversees the Smoking Cessation programs on the Board's behalf. Also, the Board appointed a special subcommittee to look at the renewal of the contract with LPHI. The Steering Committee made a recommendation to the subcommittee to renew the contract with TFL for one year with the possibility of continuation. Mr. Davisson reported the only recommendation that was different from the Steering Committee and ratified by the special subcommittee was a change to the TCI contract. He explained that rather than being under LPHI, the TCI Program will be under LCRC

as a direct agreement with the LSU School of Public Health. Mr. Davisson added there is no financial change but the Board's oversight will be more direct. Conditional approval is being requested for the TCI contract because it's still being reviewed. The TCI contract is a one-year agreement with annual options to renew for up to five years. Mr. Reeder said there will be only minor changes and the total contract value is \$1M. If substantive changes are recommended by the Contractor's the contract will be brought back to the Board and for a final review and approval.

A motion was made by **Ms. Ryan** and seconded by **Dr. D'Amour**.
RESOLVED, with all in favor, to approve the TFL agreement, as presented.

A motion was made by **Ms. Goodson** and seconded by **Dr. Nelson**.
RESOLVED, with all in favor, to remove the TCI contract from the administration of LPHI and place it under the administration of LCRC.

A motion was made by **Dr. D'Amour** and seconded by **Ms. Ryan**.
RESOLVED, with all in favor, to approve the TCI agreement to include any minor changes during the final reviews.

Mr. Davisson reported the contract with the search firm, AMN Healthcare, has been signed. The firm is requesting the appointment of a Search Committee of approximately 6-10 people. The partners agreed to each send recommendations to Mr. Davisson by the end of the week, so that each partner has 2 representatives and at least one community member on the committee.

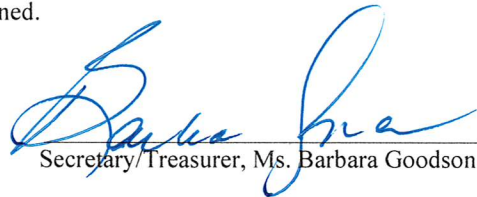
Dr. Hamm called for the Cessation Report.

Dr. Celestine reported that TCI has met all but one of its research objectives this fiscal year. He added the program did well with reaching the program objectives, as well, but Covid severely affected their ability to reach some goals. Dr. Celestine gave a brief report on the research objectives but since time was limited, he stated he would discuss results in greater detail when there is more time at a future board meeting.

Ms. Shelina Davis introduced TFL's new Director, Dr. Earl Benjamin Robinson. Dr. Benjamin-Robinson provided the Board with brief details on his background.

Dr. Hamm called for new business. There was none.

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson