

Louisiana Cancer Research Center
Board of Directors Meeting
August 30, 2018, 1pm
The meeting of the Board of Directors was held at
Louisiana Cancer Research Center
1700 Tulane Avenue
10th Floor Conference Room

The following members of the Board of Directors were present:

Dr. Lee Hamm, Senior Vice President and Dean, TUHSC, Chairman
Dr. Larry Hollier, Chancellor, LSUHSC, Vice Chairman
Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer (via telephone)
Ms. Pamela Ryan
Ms. Carroll Suggs
Dr. Gene D'Amour, Special Assistant to the President, Xavier University
Mr. Terrence Ginn, Deputy Commissioner for Finance & Admin, BOR (via telephone)
Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology
Mr. Walter Leger, Jr., Senior Partner, Leger & Shaw Attorneys and Counselors
Dr. Lucio Miele, Professor & Department Head, Dept. of Genetics, Director for Inter-Institutional Programs, Cancer Center, LSUHSC
Mr. Michael Pernici, Director of Business Development, Louisiana Economic Development

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

Dr. William McDade, Executive Vice President & Chief Academic Officer, Ochsner Health System

Also present were:

Mr. Sven Davisson, Chief Administrative Officer, LCRC
Ms. Deborah Reeder, Chief Financial Officer, LCRC
Mr. Paige Sensenbrenner, LCRC Legal Counsel
Dr. Prescott Deininger, Director, Tulane Cancer Center
Dr. Augusto Ochoa, Director, LSUHSC Cancer Center
Dr. John Cole, Chairman, Hematology/Oncology, Ochsner Health Systems
Dr. Thomas Wiese, Associate Professor, Xavier University
Dr. Edward Trapido, Chair, TFL Steering Committee
Ms. Stephanie Wiebke, Business Manager, Xavier University
Mr. Daniel Cocran, Chief Financial Officer, LPHI

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

Dr. Hamm requested approval of the minutes of the June 27, 2018 Board meeting. Mr. Davisson said there is one correction. **Mr. Ginn** joined via telephone, which was not reflected in the minutes. The minutes will be updated to reflect that change.

A motion was made by **Ms. Suggs** and seconded by **Dr. Hollier**.
RESOLVED, with all in favor, to approve the June 27, 2018 Board meeting minutes, with the recommended correction.

Dr. Hamm called for the Finance Committee Report.

Ms. Reeder provided an update. She reported LCRC is still in the middle of the annual financial audit. The audit is traditionally required to be submitted by August 31st but the Legislative Auditors Office who is performing the audit

this year has extended the deadline until approximately September 30, 2018. Ms. Reeder reviewed the monthly budget to actuals and quarterly income statement. All programs including the Tobacco Free Living program under spent their total budgets and will carryforward funds for use in FY19. Ms. Reeder presented the Statement of Activities compared to last years. The major difference is the \$375 grant from the United Health Foundation with funded the partnership with the Louisiana Department of Health. The second difference is in other income which is the \$2.3M increase in Lease Income, \$2.1M of that is from LSU Lease Income. Ms. Reeder reviewed LCRC's Balance Sheet, which reflects a net change of a quarter of a percent. **Ms. Goodson** reported to the Board that the Governor's Office of Homeland Security & Emergency Management (GOHSEP) has requested an audit with LCRC for storm damage to the roof from Hurricane Isaac. They have agreed to delay the beginning of the audit to allow LCRC to complete their annual financial audit but LCRC will be subject to any timeframe they impose.

Mr. Davisson stated LCRC put out a Request for Proposal for Environmental Health and Safety (EHS) services for the building. Woodard and Curran has been the EHS Contractor for previous years and they were the only responders to the RFP. Woodard and Curran's proposal, which was distributed to the Board, is for a total of \$702,000 (\$234,000/year for three years). There was discussion on the details of their proposal. **Dr. Hamm** asked if LCRC's partners have the capabilities of providing this service. Mr. Davisson said there have been several discussions about this and the RFP was sent to the partner institutions. Ms. Reeder said included in every contract is the ability to cancel for convenience or for cause. **Dr. Hamm** suggested renewing the contract and he will seek out the support needed for EHS from the Tulane side. He added the partners probably see no motivation to provide EHS support to LCRC. Mr. Davisson said the LCRC has been trying to help them see they would be supporting faculty of their institutions. **Dr. Hamm** agreed to look at opportunities at Tulane.

A motion was made by **Dr. Hamm** and seconded by **Ms. Suggs**.

RESOLVED, with all in favor, to renew the contract for Environmental Health and Safety services, without the escalation fees, with Woodard and Curran.

Ms. Reeder said there is a vacancy on LCRC's Finance Committee now that Dr. Nelson has resigned from the Board. Dr. Nelson was also a signer on the LCRC bank accounts. The Board will need to recommend a finance person to replace him and/or a new signer. **Dr. Hollier** recommended **Dr. Lucio Miele**.

A motion was made by **Dr. Hollier** and seconded by **Ms. Suggs**.

RESOLVED, with all in favor, for **Dr. Miele** to be appointed to the LCRC Finance Committee, replacing Dr. Nelson.

The following individual shall be removed as an authorized signer on all LCRC bank accounts

Dr. Steve Nelson, Former Board Member (Board Officer Designee)

The following individual shall be added as an authorized signer on all LCRC bank accounts, replacing Dr. Steve Nelson.

Dr. Lucio Miele, Finance Committee Member (Board Officer Designee)

A motion was made by **Dr. Hollier** and seconded by **Ms. Suggs**.

RESOLVED, with all in favor, to remove Dr. Steve Nelson as signer on all LCRC bank accounts; and to add **Dr. Lucio Miele** as an authorized signer on all LCRC bank accounts.

Dr. Hamm called for the Chief Administrative Officer's Report.

Mr. Davisson reminded the Board that a retreat for the Board of Directors is scheduled for Saturday, September 22nd. **Dr. Hamm** asked for the agenda to be circulated in advance. Ms. Reeder mentioned that the auditors requested an estimate of when LCRC's Strategic Plan will be finalized and also when the new Occupancy Agreements will be finalized. She said LSU is still reviewing theirs and a draft will be sent to Tulane for their review.

Dr. Hamm called for Old Business.

Dr. D'Amour, as Chair of the Biodistrict New Orleans Commission, invited the Board to a Conference on the Geography of Innovation on September 5th at 10am at the LCRC. [Subsequently the event was rescheduled for October 31 due to weather.] He added the purpose is to get the business community to learn more about and engage them in the innovation district. New Orleans Mayor Ms. Latoya Cantrell will kick off the conference and Mr. Bruce Katz will be the keynote speaker.

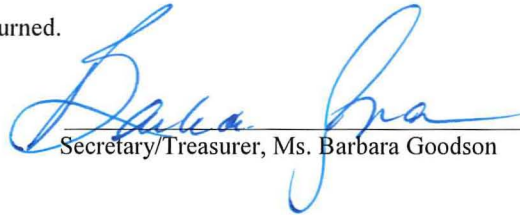
Dr. D'Amour presented a brief Development Committee Update. He said he has been working on getting a data proposal template together that will be used for the LCRC to seek funding. He provided an outline and asked for the input of the Board Members and Scientific Directors. **Ms. Suggs** told the Board that she and **Ms. Ryan** have a meeting set with Ms. Yvette Jones to discuss development.

Dr. Hamm would like a nice, one-pager, with quality visuals, showing LCRC's progress and highlights of the past 5 years to be available and to be distributed at upcoming events and meetings including Key to the Cure.

Mr. Davisson told the Board LSU and Tulane are hosting an event — Bio on the Bayou: An Academic Research Expo — at the LCRC on September 18th. Dr. Ochoa added on September 21st the Annual Cancer Moonshot Meeting will be held at LCRC.

Dr. Hamm called for New Business. There was none.

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson