

Louisiana Cancer Research Center
Board of Directors Meeting
Was held virtually via Zoom
On September 24, 2020, 5pm

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. 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. Leonardo Seoane, Senior Vice President & Chief Academic Officer, Ochsner Health
Ms. Carroll Suggs

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

Mr. Terrence Ginn, Deputy Commissioner for Finance & Administration, BOR
Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology

Also present were:

Mr. Sven Davisson, Chief Administrative Officer, LCRC
Ms. Deborah Reeder, Chief Financial Officer, LCRC
Mr. Paige Sensenbrenner, LCRC Legal Council
Dr. Prescott Deininger, Director, Tulane Cancer Center
Dr. Augusto Ochoa, Director, LSUHSC Cancer Center
Dr. Thomas Wiese, Professor, Xavier University
Mr. Ryan Graffagnini, Controller, LCRC
Dr. Patrice Delafontaine, TUHSC, Executive Dean
Mr. Richard Granen, Business Manager, LSUHSC Cancer Center
Ms. Tonia Moore, Director, Tobacco Free Living
Ms. Shelina Davis, CEO, Louisiana Public Health Institute
Ms. Ellen Palmintier, TU, Director, State & Federal Relations

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 July 30th Board meeting.

A motion was made by **Ms. Ryan** and seconded by **Ms. Goodson**.
RESOLVED, with all in favor, to approve the minutes of the July 30th Board meeting.

Dr. Hamm called for the Finance Committee Report.

Ms. Reeder provided the FY20 update. She stated the audit is nearing completion and is due to be submitted September 30th. A formal presentation will be made at the October Board Meeting. Ms. Reeder reported that the appropriation level for FY20 was not realized. It was under by 6.3% or \$705K total for both the Research and Cessation programs (\$419K for Research and \$286K for Cessation). She added there will not be a request to use the reserves to backfill the shortage because Research expenses were under budget by \$343K, there was an excess of \$41K of income earned and \$35K of income interest budgeted will be used. Ms. Reeder reported that no additional funds will be needed for Cessation also. She stated the \$286K was covered by \$786K that was underspent, leaving

\$483K to revert back to the reserve budget. There was a brief discussion about the newly dedicated gaming revenue. Mr. Davisson said the dedication is currently at \$3.4M but in a few years there will be a significant bump. **Dr. Nelson** inquired what the additional amount would be. Mr. Davisson said it will be an extra \$3M beginning in FY23, totaling \$6.4. He added the agreement is 30 years.

Ms. Reeder reported on FY20 budget variances. She reminded the Board that they must approve any variance over 10%. Ms. Reeder stated that Tulane overspent on their appropriated budget by \$1.2M and underspent on their base budget by \$1.2M. She added there is also the salary line item of \$309K (over 14%) and other charges (over 41%). Dr. Deininger explained there was an accounting error and items were added to the wrong ledgers. Ms. Reeder reported on Xavier's budget variance. She stated the only issue is with the salary line item which is over \$58K (13%). Ms. Reeder added Xavier has funds to cover it since they underspent their budget by \$158K. Ms. Reeder asked Dr. Wiese to email an explanation for file.

A motion was made by **Dr. Nelson** and seconded by **Dr. Seoane**.
RESOLVED, with all in favor, to approve the Tulane and Xavier FY20 budget variances, as presented.

Ms. Reeder stated that Xavier deferred submission of an FY21 supplemental budget request during budget period so they are submitting their request now. Dr. Wiese presented their request of \$234,780. He stated the request is focused on instrumentation updates of two pieces of equipment.

A motion was made by **Ms. Goodson** and seconded by **Dr. Hamm**.
RESOLVED, with all in favor, to approve Xavier's supplemental budget request as presented.

Dr. Hamm called for the CAO update.

Mr. Davisson reported the Fundraising Committee is working on a fundraising campaign in lieu of Research for the Cure, which will not take place this year. A Save the Date for next year is currently under development with designers. He added email and physical copies will be distributed after the Development Committee reviews hard copies of the materials. Mr. Davisson added his team is working to try to coincide the launch of the new website with the mail out. **Dr. D'Amour** asked for the status of the hiring of a fundraising person. Mr. Davisson reported there were two RFP's released for an independent contractor and neither was successful in receiving responses. It was then decided to move it forward as a funded position incorporating the previously approved statement of work used for the RFP.

Mr. Davisson reported the partners are working together on an MOU. He added there would be a full update by the next Board meeting.

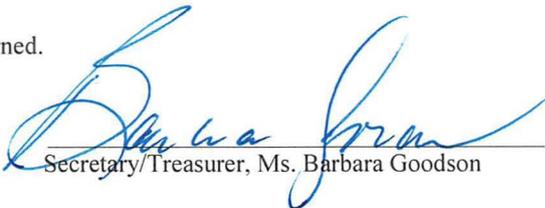
Dr. Hamm called for any new business. There was none.

Dr. Hamm called for any old business. There was none.

Dr. Hamm called for an Executive Session.

Dr. Hamm called the meeting back to order.

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson