

Louisiana Cancer Research Center
Board of Directors Meeting
Was held virtually via Zoom
On September 30, 2021, 2pm

The following members of the Board of Directors were present:

Dr. Steve Nelson, Dean, LSUHSC, Chairman
Dr. Lee Hamm, Senior Vice President and Dean, TUHSC, Vice-Chairman
Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer
Dr. Gene D'Amour, Special Assistant to the President, Xavier University
Mr. Terrence Ginn, Deputy Commissioner for Finance & Administration, BOR
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
Ms. Carroll Suggs

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

Mr. Arthur Cooper, Senior Director, Special Projects, Louisiana Economic Development
Mr. Walter Leger, Jr, Senior Partner, Leger & Shaw Attorneys and Counselors

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. Tom Wiese, Professor, Xavier University
Dr. John Cole, Chairman, Hematology/Oncology, Ochsner Health Systems
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
Mr. Jameson MacDonnell, Development Consultant, The Mentibus Group

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

Dr. Nelson requested approval of the minutes from the August 26, 2021 Board meeting.

A motion was made by **Dr. Miele** and seconded by **Ms. Ryan**.

RESOLVED, with all in favor, to approve the minutes of the August 26, 2021 Board meeting.

Dr. Nelson called for the Finance Report.

Mr. Graffagnini reported the financial audit was submitted to Louisiana Legislative Auditors Office on September 29th. He added that the Annual Fiscal Report was also submitted to the Office of Statewide Reporting and Accounting Policy. A formal presentation will be made at the next Board Meeting. Mr. Graffagnini reported on the FY21 Year End Budget to Actuals. He stated since the PR & Development budget was over spent by \$15K, which is over the 10% allowed, the Board would have to approve the variance.

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

RESOLVED, with all in favor, to acknowledge the overage spent in the PR & Development budget and approval to allow the use of excess in the Facilities budget to cover the overage.

Dr. Nelson called for the old business.

Mr. Davisson reminded the Board that at the last board meeting there was a motion to extend the contract for the Mentibus Group for two months with specific deliverables. The timeline needs to be updated due to the disruption of services in September due to Hurricane Ida. There will be no billing for September and the end date will be extended to the end of November. There were further conversations about the extension. Ms. Reeder explained that when the contract was awarded it was under the \$100K threshold for requiring Board approval. Due to the amendment, the contract amount exceeds the threshold and will need approval from the Board.

A motion was made by **Ms. Goodson** and seconded by **Ms. Ryan**.

RESOLVED, with all in favor, to approve the extension of the Mentibus contract not to exceed \$30K, with an extension end date of November 30, 2021.

A motion was made by **Ms. Goodson** and seconded by **Ms. Ryan**.

RESOLVED, with all in favor, to authorize LCRC Administration to enter into other development related contracts recommended by the Development Committee and not to exceed \$7,500.

Dr. Nelson called for the CAO Report.

Mr. Davisson gave an update on the search for the LCRC Director. The AMN team has completed their meetings with key stakeholders. A meeting to discuss the outcome of those meetings between Mr. Davisson and AMN will take place before the next Board Meeting. Due to Hurricane Ida and slow traction, AMN has requested that the initial review of candidates be pushed out by at least one month.

Mr. Davisson reported that the Development Committee has been working to organize events for the LCRC. Ms. Mary Mouton and the Public Relations team have been working on an online, livestreamed event on Louisiana cancer clinical trials. LCRC Scientific Leadership has helped to design the event and Ms. Angela Hill will be the host. The livestream will be released October 20th at noon.

Dr. Nelson called for new business.

Mr. Davisson pointed out the memo distributed with the materials packet. He stated the memo was produced for discussion in the June Finance Committee Meeting. The memo was regarding a Scientific Leadership request for investment of some of the LCRC reserves into research for coverage of increased operating expenses due to increases in Core utilization and technician support of new equipment. Mr. Davisson added that in a recent Scientific Leadership meeting the group expressed the need for some release of funds now, as LCRC works toward the hiring of a single director. A supplemental budget for the investment in programs was presented. Ms. Goodson added that the Board of Regents has also identified \$1M to help with the purchase of new equipment. The Board thanked Mr. Ginn.

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

RESOLVED, with all in favor, to approve the supplemental budget for investment in research programs, as presented.

Mr. Reeder requested that LCRC be allowed to fund the \$2.7M supplemental budget for investment in research programs out of the \$12.8M undesignated funds.

A motion was made by **Dr. Hamm** and seconded by **Ms. Goodson**.
RESOLVED, with all in favor, to approve funding the supplemental budget for investments in research programs from the \$12.8M undesignated funds.

Dr. Nelson called for an Executive Session.

Dr. Nelson called the meeting back to order following the Executive Session.

With no further discussion or business, the meeting adjourned.



Secretary/Treasurer, Ms. Barbara Goodson