

Louisiana Cancer Research Center  
Board of Directors Meeting  
Was held virtually via Zoom  
On December 17, 2020, 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  
**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. Terrence Ginn**, Deputy Commissioner for Finance & Administration, BOR

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  
Mr. Ryan Graffagnini, Controller, LCRC  
Dr. Patrice Delafontaine, TUHSC, Executive Dean  
Mr. Richard Granen, Business Manager, LSUHSC Cancer Center  
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, Coordinator of Grants & Development  
Ms. Ellen Palmintier, TU, Director, State & Federal Relations

**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 November 18<sup>th</sup> Board meeting.

A motion was made by **Dr. Miele** and seconded by **Ms. Goodson**.  
RESOLVED, with all in favor, to approve the minutes of the November 18<sup>th</sup> Board meeting.

**Dr. Nelson** called for the Tobacco Control Initiative (TCI) Report.

Dr. Celestin gave an overview of the TCI program, which included program milestones and strategies. The presentation was distributed to all participants and is on file with LCRC Administration.

**Dr. Hamm** called for the Finance Committee Report.

Mr. Graffagnini gave the Finance Report. He reported on the Budget to Actuals. The Research Program budget components all have billing in arrears, as in past years. Mr. Graffagnini reported on each component's utilization and available budgets remaining which were relatively consistent with previous years' reports. There were no key

issues to report. Mr. Graffagnini went over the Statement of Activities (Income Statement). He stated revenues dropped by \$288K in the 1<sup>st</sup> quarter compared to last year, same period, due to the decrease in state grant revenue realized to same time last year. Mr. Graffagnini added a recent report is showing a Tobacco Tax rebound so it is likely LCRC will still realize budget. He added another issue has been interest income since interest rates have gone down significantly compared to last year. LCRC Finance team is working with the bank in search of solutions. Ms. Reeder stated the Investment Firm will be coming in to present to the Board soon, with the understanding at this time the contract can be rebid if necessary. Mr. Graffagnini then summarized the Balance Sheet and concluded the finance report.

**Dr. Nelson** called for the CAO update.

Mr. Davisson reported LCRC has commenced a phased in approach to monetizing the parking garage. He added the gates will go down in January and payments will be implemented in March. **Dr. Nelson** asked for the expected revenue from parking. Ms. Reeder answered roughly \$45K, once expenses are cleared. **Dr. D'Amour** asked what the fee will be. Ms. Reeder answered \$50 per month.

Mr. Davisson reported the LCRC Facilities Manager, Mr. Donnie Broussard, worked with Entergy on another conversion of a set of lights to LED, which was completed in November and covered 100% by the Energy Smart Program. This conversion is expected to save LCRC 16K kilo watt hours per year.

Mr. Davisson reported the open position for the Development Director Position has closed. LCRC is prescreening candidates and is anticipating a Development Committee Meeting in January for the committee to review qualified candidates.

**Dr. Nelson** called for any old business.

Mr. Davisson gave an update on the Director Search. He reminded the Board that at the last meeting it was requested that a new RFP be released for a recruitment firm so the responses can be received during the first week of the new year. Mr. Davisson said a Development Committee meeting has been set for January for the committee to go over the responses to the RFP. Mr. Davisson gave an update on the Memorandum of Understanding. He stated a copy was distributed to assure everyone has had a chance to review. The only change from this version to the version that was distributed at the last meeting was a signature line was added for an LCRC Board Officer because the MOU commits LCRC resources. **Mr. Leger** questioned the signature lines. Mr. Sensenbrenner said he would look over it more closely. The MOU will be voted on at the next meeting.

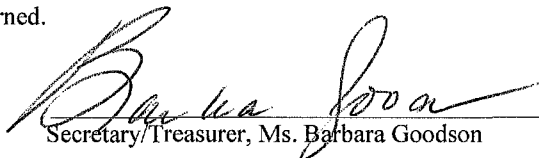
Mr. Davisson reported the TFL contract is expiring at the end of June. He brought it to the Board's attention so the members have time to explore options for a path forward. **Dr. Nelson** suggested LCRC meet with the TFL Steering Committee and then have the Board review the Committee's plan.

**Dr. Nelson** called for any new business.

Mr. Davisson reported **Mr. Leger's** term on the Board expires December 2020.

A motion was made by **Dr. D'Amour** and seconded by **Ms. Goodson**.  
RESOLVED, with all in favor, to approve the election of **Mr. Leger** to serve another term on the LCRC Board of Directors.

With no further discussion or business, the meeting adjourned.

  
Secretary/Treasurer, Ms. Barbara Goodson