

Louisiana Cancer Research Center
Board of Directors Meeting
A Hybrid Meeting was held
On August 25, 2022, 3pm

The following members of the Board of Directors were in attendance:

Dr. Lee Hamm, Senior Vice President & Dean-School of Medicine, TUHSC, Chairman (in-person)
Dr. Richard DiCarlo, Interim Dean -School of Medicine, LSUHSC, Vice-Chairman (in-person)
Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer (in-person)
Mr. Arthur Cooper, Senior Director, Special Projects, Louisiana Economic Development
Dr. Gene D'Amour, Special Assistant to the President, Xavier University (in-person)
Mr. Walter Leger, Jr., Senior Partner, Leger & Shaw Attorneys and Counselors
Mr. Darren Mire, Member, Board of Regents; Director of Valuation, Orleans Parish Assessor's Office
Ms. Pamela Ryan
Dr. Brian Moore, Director, Ochsner Cancer Institute; Associate Medical Director, South Shore region (in-person)
Dr. John Stewart, Center Director of the LSU Health New Orleans/LCMC Health Cancer Center (in-person)
Ms. Carroll Suggs (in-person)

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

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

Also present were:

Dr. Joe W. Ramos, Chief Executive Officer & Director, LCRC (in-person)
Mr. Sven Davisson, Chief Administrative Officer, LCRC (in-person)
Ms. Deborah Reeder, Chief Financial Officer, LCRC (in-person)
Mr. Paige Sensenbrenner, Legal Counsel, LCRC (in-person)
Mr. Ryan Graffagnini, Controller, LCRC (in-person)
Dr. Prescott Deininger, Director, Tulane Cancer Center (in-person)
Dr. John Cole, Director of Clinical Cancer Research, Ochsner Health System
Dr. Augusto Ochoa, Director, LSUHSC Cancer Center
Dr. Tom Wiese, Professor, Xavier University (in-person)
Ms. Stephanie Wiebke, Business Manager, Xavier University
Ms. Keadren Green, Business Manager, Tulane Cancer Center
Ms. Barbara Landrum, Business Manager, LSUHSC Cancer Center
Ms. Shelina Davis, CEO, Louisiana Public Health Institute
Dr. Michael Celestin, Director, Louisiana Tobacco Control Initiative
Dr. Earl Benjamin-Robinson, Director, Tobacco Free Living
Ms. Shawna Shields, Associate Director, Tobacco Free Living

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

Dr. Hamm called for the election of officers.

RESOLVED, with all in favor, the following Officers of the Board were duly elected.

Dr. DiCarlo nominated **Dr. Hamm** to serve as Chairman of the Board. The nomination of **Dr. Hamm** to serve as Chairman of the Board was unanimously approved

Dr. Hamm nominated **Dr. DiCarlo** to serve as Vice Chairman of the Board. The nomination of **Dr. DiCarlo** to serve as Vice Chairman of the Board was unanimously approved.

Ms. Suggs nominated **Ms. Goodson** to serve as Secretary/Treasurer of the Board and as Chair of the Finance Committee. The nomination of **Ms. Goodson** to serve as Secretary/Treasurer of the Board and Chair of the Finance Committee was unanimously approved.

Ms. Suggs nominated **Dr. Brian Moore** to serve as a member of the LCRC Board of Directors, as the Ochsner Health representative to fill the position vacated by Dr. Leonardo Seoane who recently resigned from the Board.

RESOLVED, with all in favor, **Dr. Brian Moore** was elected to the LCRC Board of Directors

Dr. Hamm requested approval of the minutes of the June 30, 2022, Board meeting.

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

RESOLVED, with all in favor, to approve the minutes of the June 30, 2022, Board meeting.

Dr. Hamm called for the Finance Report.

Ms. Reeder reported LCRC's end of year finances. LCRC's total appropriation for FY22 was \$11,190,899. There was a 12% shortfall in collection of \$1,387,252. She added a full finance report will be provided at the next Board meeting. **Dr. Stewart** asked for the amount of LCRC reserves. Ms. Reeder stated reserves are about \$40M.

Mr. Davisson reminded the Board that some budgets components for FY23 were not approved at the last Board meeting. He discussed the Tobacco Free Living (TFL) component. Mr. Davisson reported the LCRC executive team along with **Ms. Goodson** have reviewed the request. Some changes were made per their suggestions. Mr. Davisson added the budget contains no new initiatives. The TFL budget request is for a total of \$3,584,784. Ms. Reeder reviewed Xavier's supplemental budget request, which is for a total of \$243,115. She also reviewed the goals and objectives for LCRC's research component.

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

RESOLVED, with all in favor, to approve Fiscal Year 2022-2023 budget for TFL, Xavier's supplemental request and goals, objectives, and indicators as presented.

Mr. Sensenbrenner stated resolutions need to be put in to place to allow Dr. Ramos, as LCRC CEO, contract and signature authority.

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

RESOLVED, with all in favor, to authorize Joe W. Ramos, PhD to approve, and in the name of the Louisiana Cancer Research Center (LCRC), enter into and execute contracts, agreements and instruments, provided that the Director and CEO shall award contracts and agreements in compliance with LCRC's procurement and contracting policies which may be amended from time to time.

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

RESOLVED, with all in favor, to authorize Joe W. Ramos, PhD to transact business, including but not limited to signing checks and other financial instruments; to execute forms and instruments for receipts and transfers between financial institutions' accounts; and to execute any and all other related instruments for all accounts held in the name of the Louisiana Cancer Research Center (LCRC), pursuant to LCRC's policies which may be amended from time to time.

Ms. Reeder reported that a separate Board resolution is required annually for LCRC to receive the appropriated funds from the Treasury Department. This resolution gives Dr. Ramos, as CEO, the authority to enter into a CEA with the Louisiana Department of Treasury.

A motion was made by **Dr. D'Amour** and seconded by **Ms. Suggs**.
RESOLVED, with all in favor, to grant Dr. Joe W. Ramos, PhD the authority to enter into a CEA with the Louisiana Department of Treasury for the transfer of tobacco tax funds appropriated to LCRC.

Ms. Reeder reported a draft Operating Agreement is included in the meeting materials. She added the partners need to sign this agreement to allow for billing. Ms. Reeder is requesting Board approval of the Operating Agreements, with the caveat of the pending review by LCRC partners. If any substantial changes or are required by one or either of the member institutions, the respective Operating Agreement(s) will be brought back to the Board for additional approval.

A motion was made by **Ms. Suggs** and seconded by **Ms. Goodson**.
RESOLVED, with all in favor, to approve the Operating Agreements as presented, with the condition that any substantive changes will be brought back to the Board for approval.

Dr. Hamm called for the Director/CEO Presentation.

Dr. Ramos summarized the first part of his state tour to Baton Rouge, New Iberia, and Lafayette. He visited Pennington Biomedical Research Center, Our Lady of the Lake Cancer Institute, Mary Bird Perkins Cancer Center, LSU School of Veterinary Medicine, New Iberia Research Center, and the University of Louisiana at Lafayette. In addition, he met with oncologists from Ochsner Lafayette and representatives from Federally Qualified Health Clinics serving the region. Next week, Dr. Ramos will be visiting Shreveport, Monroe and Ruston. Besides his statewide tour, Dr. Ramos has been having a lot of internal and external discussions with faculty, healthcare leaders, and students. He reported he has been working with the partner leads to review operations including center cores, updating and redefining LCRC membership and putting a leadership team in place. Dr. Ramos contacted Dr. Henry Ciolino, Director of the National Cancer Institute, to get his suggestions to incorporate those in determining a path forward. Dr. Ramos stated Dr. Ciolino suggested developing an external advisory committee, made up of top cancer center experts across the country, to assist in guiding the LCRC along the way to NCI designation.

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

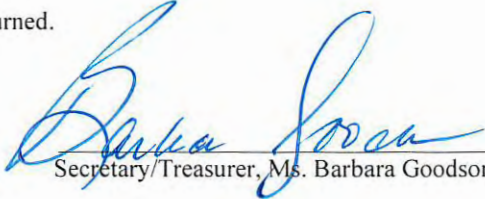
Dr. Hamm called for any new business. There was none.

Dr. Hamm called for an Executive Session.

The meeting reconvened.

A motion was made by **Mrs. Suggs** and seconded by **Dr. Stewart**.
RESOLVED, with all in favor, to authorize Mr. Sensenbrenner to review and propose amended Bylaws and to also review the Articles of Incorporation and draft a motion for the next Board meeting.

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson