

Louisiana Cancer Research Center
Board of Directors Meeting
December 19, 2018, 3pm
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
Dr. Gene D'Amour, Special Assistant to the President, Xavier University (via telephone)
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
Ms. Pamela Ryan (via telephone)
Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology
Ms. Carroll Suggs

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

Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer
Mr. Terrence Ginn, Deputy Commissioner for Finance & Admin, BOR
Mr. Walter Leger, Jr, Senior Partner, Leger & Shaw Attorneys and Counselors
Dr. Leonardo Seoane, 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, Professor, Xavier University
Mr. Richard Granen, Business Manager, LSUHSC Cancer Center
Ms. Stephanie Wiebke, Business Manager, Xavier University
Ms. Keadren Green, Business Manager, Tulane Cancer Center
Dr. Edward Trapido, Chair, TFL Steering Committee
Ms. Tonia Moore, Director, TFL

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 November 29, 2018 Board meeting.

A motion was made by **Dr. D'Amour** and seconded by **Ms. Ryan**.
RESOLVED, with all in favor, to approve the November 29, 2018 Board meeting minutes, as presented.

Dr. Hamm called for the Finance Committee Report.

Ms. Reeder presented the Budget to Actuals summary for all of the research components. LSU has 86% of their budget available. Tulane has roughly 80% of their budget available. However, Tulane is in arrears with billing. Of the three programs, there is about 87% of the budget remaining. She added the Cessation component has about 77%

of their budget remaining. Ms. Reeder reported Xavier is requesting a mid-year budget adjustment. No additional funds are being requested, the budget is being revised to reallocate funds. Dr. Wiese explained \$25K was allocated for a faculty member and it was determined it was no longer needed. Xavier is requesting the rebudgeting of those funds. Ms. Reeder said \$25,500 was withdrawn from the faculty member and they would like to reallocate \$20,500 for equipment and \$5K for lab supplies.

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

RESOLVED, with all in favor, to accept Xavier's mid-year budget request, as presented.

Dr. Hamm called for the CAO Update.

Mr. Davisson presented a Strategic Framework document developed from the decisions of the last Board Retreat. He noted that the goal is to create a multi-purpose document. The document will be distributed to Board Members. **Dr. Hamm** stressed the importance of this document. He said he would like it ratified and developed further, as needed. He encouraged other Board Members to review and make suggestions. **Dr. Sartor** asked that the Cessation program be incorporated.

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

RESOLVED, with all in favor, to ratify the Strategic Framework document, as presented, as an evolving document.

Mr. Davisson distributed the position description for a single Director, which was initially approved several years ago and updated over the last few months. The goal is to issue an RFP for a recruitment firm at the beginning 2019. Mr. Davisson requested approval of the updated job description and permission to move forward with issuing the RFP for a recruitment firm. He added a salary range is something the Board will need to discuss further soon. **Dr. Miele** suggested a small change to the position description. He said it should be that the qualified person will have to be a tenured professor at any of the LCRC institutions, instead of one or more of the institutions. **Dr. Hollier** suggested having the position advertised prior to the start of the legislative session (April). The timeline was discussed. The Board expressed their desire to ratify a final decision at the Board Meeting scheduled for February 28th. They agreed to call a special Board meeting in mid-February if necessary to prepare for a selection at the regularly scheduled meeting. **Dr. Hollier** said the interviews should be conducted by a subset of the Board.

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

RESOLVED, with all in favor, to move forward with the recruitment initiative for a single Director by releasing the RFP for a recruitment firm, after the Board has reviewed and recommended changes.

Dr. Hamm called for Scientific Committee Report.

Dr. Ochoa gave a presentation on LCRC's Infection, Inflammation and Cancer. A copy of the report is on file.

Dr. Hamm called for Development Committee Report.

Dr. D'Amour reminded the Board that a contract has been signed with Mouton Media to provide LCRC with public relations and media relations support. He added the committee is in the process of hiring a consultant to provide fundraising services. **Dr. D'Amour** stated a few of the Development Committee Members met with Mr. Andy Kopplin, President and CEO of the Greater New Orleans Foundation, to get his input regarding the development of an economic impact statement for the LCRC. He added the committee will be moving forward soliciting requests for a consultant to develop the economic impact statement. **Dr. D'Amour** reported he is still working on the proposal template. He said the document is close to completion but needs the review of the Scientific Directors. **Dr. D'Amour** said that it was brought to his attentions that during tours of the LCRC, including legislators, there are signs representing the individual partners, giving the appearance there are separate floors. All agreed that the signs designating the floors should be taken down.

Dr. Hamm called for Old Business.

Mr. Davisson provided an update on the occupancy of LCRC's vivarium. He said LSU is looking to move in sometime between January and February. Mr. Davisson added the leasing of the vivarium space will be rolled in to the lease that covers all of LSU space in the LCRC building.

Mr. Davisson said Tulane has expressed interest in leasing some of LCRC's clinic space. He asked for permission to move forward with discussions, there were no objections.

Dr. Hamm called for New Business.

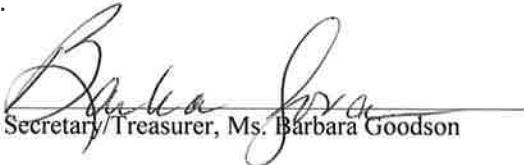
Dr. Trapido reported the National Cancer Institute has asked him to host a Regional Grants Workshop at the LCRC in April. **Dr. Hamm** asked for a "Save the Date" to be sent out as soon as possible.

Dr. Hamm asked for public comment. There was none.

Dr. Hamm called for an Executive Session.

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

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson

