

Louisiana Cancer Research Center  
Board of Directors Meeting  
Was held virtually via Zoom  
On July 30, 2020, 3pm

The following members of the Board of Directors were present:

**Dr. Larry Hollier**, Chancellor, 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. Walter Leger, Jr**, Senior Partner, Leger & Shaw Attorneys and Counselors  
**Dr. Lucio Miele**, Dept Head, Genetics, Director for Inter-Institutional Programs, Cancer Center, LSUHSC  
**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:

**Mr. Arthur Cooper**, Senior Director, Special Projects, Louisiana Economic Development  
**Mr. Terrence Ginn**, Deputy Commissioner for Finance & Administration, BOR  
**Ms. Pamela Ryan**  
**Dr. Leonardo Seoane**, Senior 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 Council  
Dr. Prescott Deininger, Director, Tulane Cancer Center  
Dr. Thomas Wiese, Professor, Xavier University  
Mr. Ryan Graffagnini, Controller, LCRC  
Ms. Stephanie Wiebke, Business Manager, Xavier University  
Mr. Richard Granen, Business Manager, LSUHSC Cancer Center  
Ms. Tonia Moore, Director, Tobacco Free Living  
Dr. Michael Celestin, Director, Louisiana Tobacco Control Initiative  
Ms. Shelina Davis, CEO, Louisiana Public Health Institute  
Dr. Steve Nelson, Dean, LSUHSC School of Medicine

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

**Dr. Hollier** announced that he would be stepping down as a Board member. He added a letter has been submitted to LCRC by the Interim LSU President, Thomas Galligan, to appoint Dr. Steve Nelson as his replacement on the Board of Directors.

**Dr. Hamm** called for the election of officers.

**Ms. Goodson** 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

**Ms. Goodson** nominated **Dr. Nelson** to serve as Board member and Vice Chairman of the Board. The nomination of **Dr. Nelson** to serve as Board member and Vice Chairman of the Board was unanimously approved. Letter of appointment from LSU Interim President Thomas C. Galligan, Jr. is on file.

**Dr. D'Amour** 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.

**Dr. Hamm** stated that by statute there is a four year term limit for Board members. The following Board members are up for reappointment: **Dr. D'Amour, Mr. Ginn, Ms. Goodson, Ms. Ryan, Dr. Sartor** and **Ms. Suggs**

A motion was made by **Dr. Hamm** and seconded by **Dr. Miele**.

RESOLVED, with all in favor, to approve the re-appointment of **Dr. D'Amour, Mr. Ginn, Ms. Goodson, Ms. Ryan, Dr. Sartor** and **Ms. Suggs** to serve another term each on the LCRC Board of Directors.

**Dr. Hamm** requested approval of the minutes from the June 25<sup>th</sup> Board meeting.

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

RESOLVED, with all in favor, to approve the minutes of the June 25<sup>th</sup> Board meeting.

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

**Ms. Goodson** reported Harrah's made the \$4.4M payment to Treasury which should be distributed to LCRC before the state closes its books. Ms. Goodson stated that the Legislature did allocate part of that money to the cancer center in Shreveport.

Ms. Reeder provided the FY20 update. She stated audit preparations are underway and ahead of schedule. Ms. Reeder reported all of the programs have provided their invoices for year end. She added there are some variance issues to work through that may require a special call meeting, if Board action is required. Ms. Reeder reported Tulane and Ochsner expended their full budgets. From LSU, Xavier and Central Admin budgets there could be approximately \$2M carried forward. Similarly based on the TFL budget, approximately \$620K will be carried forward which will cover their \$466K budget request for FY21; however there is a caveat. Ms. Reeder reported that to date only 85% of the Tobacco Tax appropriation has been collected and there is only one more allocation due. This indicates that LCRC may not realize the total appropriation for FY20.

Ms. Reeder reported LCRC's IT contract with LSUHSC expired on June 30, 2020. She added it is an annual contract, which was previously on a month to month basis. The services are the same and the increase is \$31/year for a total of contract amount of \$149,021.

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

RESOLVED, with all in favor, to approve the LCRC IT contract with LSUHSC as proposed.

**Dr. Nelson** asked a question regarding a discussion noted in the Board Meeting minutes from June 25<sup>th</sup>, regarding the use of the reserves when a new Director is hired. Mr. Davisson added this discussion will be on the August Board agenda. He stated, in advance of the meeting a summary of the reserve information will be sent out to Board Members. **Dr. Sartor** also requested that Board Meeting minutes be redistributed where there were discussions of the reserves as they relate to the hiring of the Director.

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

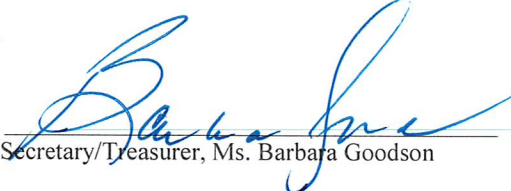
Mr. Davisson reported the Memorandum of Understanding (MOU) discussed at the last Board Meeting is in draft form and is still under review. It will be added to the agenda for the August Board of Directors Meeting. Mr. Davisson stated the building's garage and exterior lighting is being switched to LED lighting through a \$15K grant with from Energy Smart in which they provide more than half of the cost of the conversion. LCRC's out of pocket cost was \$10K, but the savings with the changes will be approximately \$1K/month. Mr. Davisson reported the Development Committee drafted a letter to the Editor of the Advocate related to cancer and covid-19, and the intersection of the two. The letter was accepted and will be published. LCRC will send the Board a notice when the letter is published. Mr. Davisson notified the Board there will be no Key to the Cure Gala this year but the Development Committee is looking at other fundraising options. An update on that will be sent out soon.

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

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

Mr. Sensenbrenner provided an update on the employment agreement for Mr. Davisson. The Board requested that Mr. Sensenbrenner work with **Ms. Suggs** to get a final draft. Once **Ms. Suggs** has reviewed, the agreement will be distributed to the full Board for review. Mr. Sensenbrenner suggested an electronic vote be taken to approve the agreement because an installment will be owed to Mr. Davisson within 30 days of July 30<sup>th</sup>, if approved.

With no further discussion or business, the meeting adjourned.

  
Secretary/Treasurer, Ms. Barbara Goodson