

Louisiana Cancer Research Center
Board of Directors Meeting
November 29, 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
Ms. Carroll Suggs
Dr. Gene D'Amour, Special Assistant to the President, Xavier University (via telephone)
Dr. Oliver Sartor, Medical Director, Tulane Cancer Center, Assistant Dean for Oncology
Dr. Lucio Miele, Professor & Department Head, Dept. of Genetics, Director for Inter-Institutional Programs, Cancer Center, LSUHSC
Mr. Walter Leger, Jr., Senior Partner, Leger & Shaw Attorneys and Counselors
Mr. Michael Pernici, Director of Business Development, Louisiana Economic Development

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

Ms. Barbara Goodson, Deputy Commissioner of Administration, Secretary/Treasurer
Ms. Pamela Ryan
Mr. Terrence Ginn, Deputy Commissioner for Finance & Admin, BOR
Dr. Leonardo Seoane, Executive Vice President & Chief Academic Officer, Ochsner Health System

Also present were:

Mr. Sven Davisson, Chief Administrative Officer, LCRC
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
Mr. Daniel Cocran, Chief Financial Officer, LPHI
Mr. Stephen Wright, Government Affairs, Tulane University
Dr. Edward Trapido, Chair, TFL Steering Committee

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 September 27, 2018 Board meeting. Mr. Granen provided a title change for a person mentioned at the meeting.

A motion was made by **Ms. Suggs** and seconded by **Dr. Sartor**.
RESOLVED, with all in favor, to approve the September 27, 2018 Board meeting minutes, with the recommended change.

Dr. Hamm called for the Finance Committee Report.

Mr. Davisson reported the FY18 Financial Audit Report has been distributed to all Board Members for their review. He added the Finance Committee has discussed the report. There were no findings and the Finance Committee recommended their acceptance of the FY18 audit.

A motion was made by **Ms. Suggs** and seconded by **Dr. Sartor**.
RESOLVED, with all in favor, to accept the FY18 Financial Audit, as presented.

Dr. Hamm called for the CAO Update.

Mr. Davisson reported that **Dr. D'Amour**, **Ms. Ryan** and **Ms. Suggs** have begun a development initiative but would like a formal motion to establish the Development Committee of the Board. Mr. Davisson distributed a motion and a charter of the committee.

A motion was made by **Ms. Suggs** and seconded by **Dr. D'Amour**.
WHEREAS, the Louisiana Cancer Research Center Board desires to diversify and expand development and fundraising activities in support of the Center, with all in favor;

NOW, therefore be it resolved that the Board agrees to establish a Development Committee as an official subcommittee of the Board with the following conditions:

1. Adoption of the Development Committee Charter, included here by reference;
2. The Committee has delegated authority to enter in to contractual arrangements in furtherance of its mission
 - a. Such delegated authority will be limited to contracts up to fifty-thousand dollars (\$50,000);
 - b. All procurements will be subject to the LCRC Purchasing Policy;
3. The Committee is authorized to speak as the Board's representatives for all matters of Public Relations, Media Relations, and Philanthropy consistent with the Charter so adopted; and
4. The Committee is authorized to assemble a committee of community advisors.

There was a brief discussion regarding appointments to the Development Committee.

A motion was made by **Dr. Hollier** and seconded by **Ms. Suggs**.
RESOLVED, with all in favor, to appoint the following Board Members to the newly formed Development Committee: **Dr. D'Amour**, **Ms. Ryan**, **Ms. Suggs**, **Dr. Sartor**, **Mr. Pernici** and **Mr. Leger**.

Mr. Davisson gave an update on the Vivarium Lease. He reminded the Board that LCRC is working on changing all Occupancy Agreements with the partners into Lease Agreements. The lease of the vivarium will be rolled into LSU's Lease Agreement. **Dr. Hollier** said LSU will be ready for occupancy sometime in January. He wants to make sure there will be testing of the various instruments in the vivarium. Mr. Davisson said that has been set in to motion.

Dr. Hamm requested that at the next Board Meeting there be a list of the action items that came from the Board Retreat held in September, 2018 and the status of each. Mr. Davisson said that LCRC and its Scientific Leadership have begun working on that and will present something at the meeting in December. **Mr. Pernici** asked if LCRC has received any feedback on a recruitment firm for a new Scientific Director. Mr. Davisson said an RFP for a recruitment firm will be presented at the December Board Meeting.

Dr. Hamm called for Scientific Committee Update.

Dr. Deininger gave a presentation on LCRC's Research and Clinical Programs. The presentation was distributed to the Board.

Dr. Hamm called for Old Business.

Dr. D'Amour gave an update on Development Planning. He said a template for the media and fundraising efforts has been developed and is close to completion. This includes a list of accomplishments of each of the LCRC partners since Hurricane Katrina. The Scientific Directors have been asked to review this document and provide feedback. **Dr. D'Amour** stated one person has been interviewed to help LCRC with an economic impact study but

he did not seem to be a good fit for LCRC. He added on December 4th there is a meeting set with Andy Kopplin, of the Greater New Orleans Foundation, for some ideas from him. LCRC will distribute that meeting information to the new Development Committee Members. **Dr. D'Amour** reported a media firm, Mouton Media, has been identified for LCRC's media relations efforts. The contract, which is a 6 month engagement, was distributed for the Board's review. Dr. Cole suggested that deliverables and how their success will be measured should be considered. **Mr. Pernici** added that documentation on LCRC's target audience is also important.

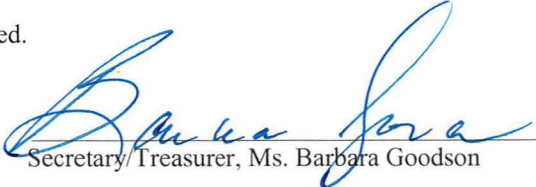
A motion was made by **Ms. Suggs** and seconded by **Dr. D'Amour**.

RESOLVED, with all in favor, to approve the acceptance of the media contract with Mouton Media.

Dr. D'Amour said prospects for a fundraising person/contract have already been identified and an update will be provided at the next Board Meeting.

Dr. Hamm called for New Business. There was none.

With no further discussion or business, the meeting adjourned.


Secretary/Treasurer, Ms. Barbara Goodson