

January 21, 2022

NOTICE OF MEETING
OF THE
AUDIT COMMITTEE
OF THE
PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY

In accordance with the official practice of the Port Commission, there is attached hereto a copy of the Agenda of the meeting of the Audit Committee of the Port Commission of the Port of Houston Authority, to be held on January 25, 2022. The Audit Committee meeting will begin at 8:30 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. In addition, pursuant to Government Code Sec. 551.127 permitting a governmental body to hold a public meeting by videoconference call, the meeting may also be accessed via Webex webinar, as provided on the following page. A quorum of the Port Commission may attend such meeting.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Formal Public Meeting Notifications.

1. This virtual meeting is permitted by Governor Abbott's order suspending certain provisions of the Texas Open Meetings Act to minimize the impact of the coronavirus outbreak.
2. In accordance with the Port Commission's usual practice:
 - a. Members of the public may speak during the posted public comment section.
 - Please register to speak no later than an hour before the meeting by emailing to Liana Christian lchristian@porthouston.com or Erik Eriksson eriksson@porthouston.com
 - Please provide name and the organization the speaker represents, if applicable.
 - Comments are limited to three minutes.
 - b. An audio recording of the meeting is being made, as also required by the governor's order, and will be available to the public, as will written minutes after Port Commission approval.
3. To request accommodations under the Americans with Disabilities Act or language access services, please contact the Port Houston– Legal Division at least three days prior to the meeting. The Legal Division may be reached by telephone at (713) 670-2450, by email at lchristian@porthouston.com or Erik Eriksson eriksson@porthouston.com, and by mail at 111 E. Loop N, Houston, Texas 77029.

Due to health and safety concerns related to COVID-19, this meeting will offer the options to participate by videoconference or in-person. The meeting will be open to the public but restrictions regarding allowable room capacity and seating arrangements may be in place.

The Audit Committee will start at 8:30 am with the Port Commission meeting scheduled to begin at 9:15 am.

When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://porthouston.webex.com/porthouston/j.php?MTID=m2dd0e898ceb43091858ab41e00885769>

Join by meeting number

Meeting number (access code): 2498 096 5056

Meeting password: 3mHepp2pxf3

Tap to join from a mobile device (attendees only)

+1-720-650-7664,,24980965056## United States Toll (Denver)

+1-469-210-7159,,24980965056## United States Toll (Dallas)

Join by phone

+1-720-650-7664 United States Toll (Denver)

+1-469-210-7159 United States Toll (Dallas)

[Global call-in numbers](#)

Join from a video system or application

Dial [24980965056](tel:24980965056)@porthouston.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

Dial [24980965056](tel:24980965056).porthouston@lync.webex.com

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>

**AGENDA
AUDIT COMMITTEE
of the
PORT COMMISSION
of the
PORT OF HOUSTON AUTHORITY**

**January 25, 2022
8:30 a.m.
111 East Loop North
Houston, TX 77029**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

Audit Committee Meeting – October 25, 2021

C. GENERAL

1. Presentation by BKD representatives regarding the audit of the Port of Houston Authority Restated Retirement Plan (Pension Plan) for the fiscal year ended July 31, 2021, staff recommendation for approval of the Pension Plan audited financial statements for fiscal year 2021, and discussion and possible action regarding these matters.
2. Staff briefing, discussion, and possible action regarding the Port Authority financial statements as of December 31, 2021 (unaudited), including budget versus actual results, operating cash, and the investment portfolio.
3. Staff briefing and discussion regarding Internal Audit Reports:
 - a. Summary Report Audit Findings Matrix
 - b. Summary of Audits
 - c. Misconduct Reporting Executive Summary: as of December 31, 2021
4. Staff briefing and discussion regarding Audit Committee Responsibilities
 - a. Review of compliance with Audit Committee Charter; Audit Committee Calendar.

(Recess Committee Open Meeting and convene Executive Session)

B. EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
3. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act), including deliberations regarding Internal Audit Department staff and other public employees.

C. ADJOURN EXECUTIVE SESSION AND RECONVENE OPEN MEETING

(Announce any items from Executive Session requiring Committee action)

Next planned meeting April 19, 2022

F. ADJOURN