

NOTICE OF JOINT MEETING
OF THE
AUDIT COMMITTEE
AND
OF THE
PORT COMMISSION
OF THE
PENSION AND BENEFITS COMMITTEE
OF THE
PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the joint meeting of the Audit Committee and Pension and Benefits Committee to be held on Monday, September 25, 2023. A quorum of the Committees is intended to meet at 10:00 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. The member of the Port Commission presiding over the meeting is intended to be present at that location, which shall be open to the public during the open portions of the meeting.

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.

PORT OF HOUSTON AUTHORITY of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Additional Public Meeting Notifications.

1. 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 Liana Christian lchristian@porthouston.com or Erik Eriksson eeriksson@porthouston.com. They may also be reached by telephone at (713) 670-2615 or (713) 670-2614, and by mail at 111 E. Loop N, Houston, Texas 77029.
 - 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, and will be available to the public, as will written minutes after Port Commission approval.
2. To request accommodations under the Americans with Disabilities Act or language access services, please contact Liana Christian or Erik Eriksson at least three days prior to the meeting.
3. This meeting will offer the options to participate by videoconference (see next page) or in-person. Restrictions regarding allowable room capacity and seating arrangements may be in place at the meeting.



-- Do not delete or change any of the following text. --

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=md543b0d8579f529c826faa0a2be4b6cb>

Join by meeting number

Meeting number (access code): 2499 638 8761

Meeting password: AudPB

Tap to join from a mobile device (attendees only)

+1-720-650-7664,,24996388761## United States Toll (Denver)

+1-469-210-7159,,24996388761## 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 [24996388761@porthouston.webex.com](tel:24996388761)

You can also dial 173.243.2.68 and enter your meeting number.

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

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



Monday, September 25, 2023

**JOINT MEETING
AUDIT COMMITTEE AND PENSION AND BENEFITS COMMITTEE OF THE PORT OF
HOUSTON AUTHORITY**

**10:00 a.m.
111 East Loop North
Houston, TX 77029
Fourth Floor Boardroom
And Via WebEx**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

1. Joint meeting of the Audit Committee and Pension and Benefits Committee – January 26, 2023
2. Audit Committee Meeting – April 27, 2023
3. Pension and Benefits Committee Meeting – April 18, 2023

C. GENERAL – Audit Matters

Staff briefing, discussion, and possible action regarding the following:

1. Annual review of the Port of Houston Authority Investment Policy, Internal Controls for Investments, and Public Funds Investment Act Compliance Checklist, and amendment of the Investment Policy and Internal Controls for Investments:
 - a. Investment Policy Draft
 - b. Internal Controls for Investments Draft
 - c. Public Funds Investment Act Compliance Checklist
2. Proposed Port Authority 2024 Internal Audit Budget

D. GENERAL – Pension and Benefit Matters

Staff briefing, discussion, and possible action regarding the following:

1. June 30, 2023 year-to-date, investment performance of the Port of Houston Authority Restated Retirement Plan (Pension Plan), Other Post-Employment Benefits Plan (OPEB

Plan), 457(b) Deferred Compensation Plan (457(b) Plan), and 401(a) Defined Contribution Plan (DC Plan)

2. Review and propose adoption of amended investment policies for the Pension, OPEB, 457(b) and DC Plans
3. Options analysis and proposed recommendations from staff and Gallagher Benefits Services for 2024 Active Employee Medical Contributions

E. RECESS COMMITTEE OPEN MEETING AND CONVENE 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

F. RECONVENE OPEN MEETING

Announce any items from Executive Session requiring action

G. ADJOURN