

October 21, 2021

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 October 25, 2021. The Audit Committee meeting will begin at 9:30 a.m. or thereafter, 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.

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

**October 25, 2021
9:30 a.m.
111 East Loop North
Houston, TX 77029**

A. CALL TO ORDER

B. APPROVAL OF MINUTES

Audit Committee Meeting – July 27, 2021

C. GENERAL

1. Staff briefing, discussion, and possible action regarding the Port Authority financial statements as of September 30, 2021, including budget versus actual results, operating cash, and the investment portfolio.
2. Staff briefing, discussion, and possible action regarding proposed October 26, 2021, Port Commission action regarding issuance of \$400 million of Port Authority revenue bonds and related matters.
3. Presentation by BKD CPAs & Advisors representatives, consideration and possible action regarding the 2021 Port Authority financial statement audits.
4. Staff briefing and consideration regarding the proposed Port Authority Internal Audit 2022 budget.
5. Staff briefing, consideration, and possible action regarding the 2022 Port Authority Annual Audit Plan.
 - a. 2022 Risk Assessment Methodology/Focus Areas
 - b. Risk Assessment Report
 - c. Annual Audit Plan Report
6. Staff briefing and discussion regarding Internal Audit Reports:
Misconduct Reporting Executive Summary: as of September 30, 2021
7. Staff briefing and discussion regarding Audit Committee Responsibilities
Review of compliance with Audit Committee Charter and Audit Committee Calendar.

(Recess Committee Open Meeting and convene Executive Session)

D. EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultation regarding Special District Local Laws Code Section 5007.226
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.

E. ADJOURN EXECUTIVE SESSION AND RECONVENE OPEN MEETING

(Announce any items from Executive Session requiring Committee action)

Next planned meeting January 24, 2022

F. ADJOURN