

July 20, 2018

**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 July 26, 2018. The Audit Committee meeting will begin at 10:00 a.m., or thereafter, at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. A quorum of the Port Commission may attend such meeting.

PORT OF HOUSTON AUTHORITY  
of  
HARRIS COUNTY, TEXAS



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SECRETARY

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

**July 26, 2018  
10:00 a.m.  
111 East Loop North  
Houston, TX 77029  
Fourth Floor Boardroom**

**A. CALL TO ORDER**

**B. APPROVAL OF MINUTES**

Audit Committee Meeting – April 10, 2018

**C. GENERAL**

1. Staff briefing, discussion and action regarding proposed extension of Grant Thornton LLP's contract for professional auditing services for the Port Authority, for fiscal years ending December 31, 2018 and December 31, 2019.
2. Annual review the Audit Committee compliance with the Audit Committee Charter.
3. Annual review of PHA Internal Audit compliance with:
  - a. Texas Special District Local Laws Code Chapter 5007
  - b. Texas State Government Code Chapter 2102
  - c. Internal Audit Charter
4. Annual review of Charters and Internal Audit Policies and consideration and possible action regarding amendments:
  - a. Audit Committee Charter
  - b. Internal Audit Charter
  - c. Internal Audit Policies
5. Review of External Audit Firm lead partner qualifications
  - a. Grant Thornton LLP Peer Review 2017
  - b. Evaluation Survey of External Auditors
  - c. Grant Thornton Partner Review
6. Internal Audit Reports
  - a. Audit Regulations and Standards Compliance Review 2018
  - b. Third-Party Hosted Sites Review
  - c. Wharf 46 Construction Audit
  - d. Wind Power Revenue Audit
  - e. Promotion and Development Fund Review – 4<sup>th</sup> Quarter 2017
  - f. Promotion and Development Fund Review – 1<sup>st</sup> Quarter 2018
  - g. Misconduct Reporting Executive Summaries: March – June 2018

*(Recess Committee Open Meeting and convene Executive Session)*

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**D. EXECUTIVE SESSION**

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. 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)*

**F. ADJOURN**