**HOUSTON FIRST CORPORATION**

**BENEFITS & COMPENSATION COMMITTEE**

**DECEMBER 18, 2017 – 11:30 A.M.**

**PARTNERSHIP TOWER, 701 AVENIDA DE LAS AMERICAS**

**SECOND FLOOR CONFERENCE ROOM ONE**

1. Call to Order
2. Public Comments
3. Minutes – October 26, 2017 and November 8, 2017
4. Committee Business
5. Consideration and possible approval of the 2018 Sales Bonus Program.
6. Consideration and possible approval of the 2018 GHCVB Annual Membership Bonus Program.
7. Presentations
   1. Sexual Harassment Policy

VII. Executive (closed) session pursuant to Texas Government Code Section 551.074 for the purpose of deliberations regarding compensation, evaluation and/or duties for specific individual employees.

VIII. Announcements

1. New Year, New You – January 16, 2017, 11:30 a.m.

IX. Adjourn

***For special needs assistance, please contact Pamela Walko at 713.853.8089 prior to the scheduled meeting.***