



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 4c

**ACTION ITEM**

**Date of Meeting** April 25, 2017

**DATE:** April 19, 2017  
**TO:** Dave Soike, Interim Chief Executive Officer  
**FROM:** Mike Merritt, Commission Chief of Staff  
**SUBJECT:** Approval of 2017 Commission International Travel Plan

**ACTION REQUESTED**

Request approval of the Commission's 2017 international travel plan.

**BACKGROUND**

Pursuant to Section 2 of Resolution No. 3604, at the beginning of each calendar year, the Port Commission is required to consider and approve a motion authorizing anticipated Commission international travel for the year. Not all of the approved trips may materialize. Any additional international travel not included in this request will be approved separately by the Commission in an open public meeting.

**1st Quarter**

Cuba (previously authorized)

**2nd Quarter**

Japan  
China

**3rd Quarter**

Asia

**4th Quarter**

Asia

**ATTACHMENTS TO THIS REQUEST**

None

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

December 13, 2016 – The commission authorized travel to Cuba in January 2017.