

# AGENDA CLAIBORNE PARISH TOURIST COMMISSION BOARD REGULAR MEETING

5:30 p.m. Monday, February 2, 2026

Jury Conference Room  
CPPJ Administration Building  
507 West Main St.  
Homer, LA 71040

**\*\*\*NOTICE\*\*\*** The CPTCB requests that if you have a fever, shortness of breath, cold, sniffles or flu-like symptoms that you DO NOT attend this public meeting. All agendas, notices, and minutes of the meetings of the CPTCB can be requested by emailing [jackdhightower@gmail.com](mailto:jackdhightower@gmail.com). Once document holding site is determined all documents will be available at that site.

1. Call to Order – by Jack Hightower, CPPJ Tourist Board Liaison
2. Roll Call
3. Prayer
4. Pledge
5. Introduction of Board Members
6. Adoption of Agenda as presented
7. Review of CPTB Guidelines
  - i. State of Louisiana
    1. §33:4574. Tourist commissions; creation; purpose; directors; powers
    2. RS 47:302.52 - Disposition of certain collections in Claiborne Parish
  - ii. Claiborne Parish Police Jury 5 Year Plan
8. Election of Officers
9. 2026 Meeting Calendar
10. 2026 Focus Items Brainstorming
  - i. Mission
  - ii. Funding Sources
    1. State Funds/Loans/Grants/Tax Revenue
  - iii. Marketing / Social Media
    1. Calendar of Events/Website/Promotion
11. Develop Working Committees
12. Treasurer's Update
13. Required
  - a. Louisiana State Ethics Training - complete by December 31, 2026
    - i. <https://laethics.net/EthicsTraining/Training/BoardCourseList.aspx>
  - b. Preventing Sexual Harassment Training - complete by December 31, 2026
14. Additional Public Comment
15. Adjourn

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact CPTCB Liaison, Jack Hightower at (318)433-1312 describing the assistance that is necessary.