

POLITICAL AND GOVERNMENTAL STRUCTURE OF LOUISIANA

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## INTRODUCTION

The purpose of this handbook is to provide community organizers in Louisiana with the basic facts about the political and governmental structure of the state. There is no attempt to analyze, criticize or evaluate the information. It is presented completely objectively, in hopes of portraying a clear picture of the political framework within which you must work. It is written with the opinion that a political organizer cannot achieve his maximum effectiveness without a good understanding of the basic rules of the structure within which he must operate.

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## Political Parties in Louisiana

### Recognition

In order to be a recognized legal political party in Louisiana an organization must have received at least 5% of the total vote cast at the preceeding gubernatorial or presidential general election.

An organization may file nominating papers to get its candidates on the general election ballot if the organization has more than 1000 qualified voters. If, at the following election the party or any one of its candidates receives 5% of all votes cast in the state, the persons signing the nomination papers are recognized as a lawful political party.

### Party Organization

Each political party must have three major committees: the State Central Committee, Parish Committee and Municipal Party Committee.

The State Central Committee is the chief party-governing body on the state level. It has 101 members, elected for terms of four years each at the party primary for state and parish officers. Each parish in the state and each ward in Orleans elects the same number of members as are elected to the state House of Representatives. (The Republican party has less, because it is not organized in all parishes). Committee members must be qualified voters of the parish (or ward of Orleans) from which they are elected; each must be registered as a party member continuously for two years, and each must file a declaration of intention to become a candidate for membership on the committee. The chairman of the committee is the principal officer; he is elected by the committee. He receives primary filing fees and notifications of nomination. The State Central Committee may create additional party committees and, if not in conflict with the laws, make additional rules governing the party and set additional qualifications for party candidates or voters in the party primaries. The committee also

selects and determines the ~~manner of selection~~ of delegates to the party's national convention and determines the selection of presidential electors to be placed under the party name in presidential elections. The committee issues calls for party primaries in which state-wide officers are to be nominated, holds hearings and makes decisions on disputed qualifications of all state-wide candidates in the primary, and fills vacancies in party nominations for state-wide offices.

There are six ex officio party committees in the state: The Supreme Court District Committee, the Court of Appeals District Committee, the District Court Committee, the Public Service Commission District Committee, the Congressional District Committee, and the State Senatorial District Committee. The State Central Committee members serve ex officio on each of these committees. The duties of the committees, generally, are to issue calls for primary elections to nominate officials elected from their districts, receive filing fees and notifications of intention from candidates seeking nomination to offices from these districts and fill vacancies in party nominations for district offices.

The Parish Executive Committees, except in Orleans and Jefferson parishes, consist of a number of members equal to the number of members on the parish governing body from each ward plus five members; all elected for four-year terms from the parish at large. In Orleans Parish the committee consists of two members from each of Orleans' seventeen wards. In Jefferson Parish the committee is composed of one member from each of seven wards, two from each of two wards, three from each of two wards, and five elected at large. In parishes where committees have not been elected since 1940, committees may be established by a petition signed by fifteen qualified electors requesting a public meeting to be called by the chairman of the state central committee for the purpose of electing committee members; if the chairman fails to call the meeting, a majority of the petitioners may do so. Qualifications for membership on the committee are the same as for

membership on the State Central Committee except that six months affiliation with the party is sufficient. Members of the committee elect a chairman. Generally, the duties of the parish committee are the same as those of the State Central Committee, except that they function on the parish level and are therefore responsible for calling parish primaries, accepting filing fees and holding hearings on disputed qualifications of parish and ward candidates in the primaries. The committee also draws commissioners for the polling places from among the nominees of the candidates and certifies commissioners and watchers for the polls.

Municipal Executive Committees are composed of one committeeman from each municipal ward unless the city has fewer than three wards, in which case the membership is made up of three committeemen elected at large. The committeemen are elected at the time of the municipal primary by the qualified voters of the municipality who are members of the party. They serve for the same length of time as the municipal officials. In municipalities having no municipal committees, the chairman of the State Central Committee, upon petition of fifteen qualified electors of the party, must call a public meeting to elect and set up a municipal committee. Upon his failure to do so a majority of the signers of the petition may issue the call.

A six months period of party affiliation is required for membership on the committee. The municipal committees perform practically the same functions for the municipalities that the parish committees do for the parishes.

#### Qualifications for Members of Party Committees

Members of party committees must be qualified voters in the parish in which they are nominated, or of the ward in Orleans Parish. They must have been registered for five years as affiliated with the party.

## Louisiana Primary Elections

### Purpose

Primaries are nominating elections. They are contests among the members of the same party to decide which of the candidates the party will place on the general election ballot.

### When Required

Except for city officials in municipalities with populations under 5,000, the school board in Orleans Parish, and presidential electors, all elective officers and legislators must be nominated by the primary method in Louisiana.

### Closed Primary

In Louisiana, as in most of the South, the rule is "Closed" Primaries. This means that a voter is required to be a registered member of a party for six months before voting in their primary.

### Second Primary

The law requires that a second state-wide primary be held if one of the candidates does not receive a majority in the first primary. However, in state-wide elections for state officials held every four years, a second primary is not held for those state officials if the gubernatorial candidate is elected in the first primary. A second primary is usually required, since a candidate must receive a majority of the votes cast to be nominated in the first primary.

### Changing Party Affiliation

Party affiliation may be changed by writing to the Registrar of Voters. This should be done at least six months before a primary election in order to be eligible to vote in the primary of the new party.

### Classes of Primaries

The Congressional Primary is held every even numbered year on the last Tuesday in July. Each party selects nominees for a wide variety of offices including U.S. Representatives and Senators.

The State Primary is held every four years on the first Saturday in December. At this time most of the officers who are elected on a state-wide basis are nominated, along with parish officers and the members of the state legislature.

Municipal primaries are sometimes held in conjunction with the state or congressional primary, although in the majority of cases they are held separately. All elective city officers are nominated at this time.

### Preparation for Primaries

An issuance of the primary call must be made by the party committee responsible for conducting the election.

The State Central Committee is required to meet for the purpose of calling the state primary on the first Saturday in September, prior to the December primary.

The Congressional Primary is called on the second Tuesday in May in preparation for the forthcoming July primary.

Because the parish and district primaries are held along with these state-wide primaries, the parish and district committees issue the call for their nominating elections for the July primary.

The official newspaper of each parish carries the announcement that the primary call has been made and that candidates for nomination to the various offices should file with the proper committee in order to get their names on the ballot.

### 'Notification of Intention'

Each candidate must file a 'notification of intention' to run for office. It must be filed with the proper committee chairman by 5 PM on the tenth day after the primary call. It must be accompanied by a written oath that to the best of his



knowledge the candidate is a qualified voter, a member of the party on whose ticket he wants to be nominated, and possesses the qualifications for filling the office to which he aspires.

He must also pay filing fees. For officers elected on a state wide basis or from one of the larger districts such as Congressional, Public Service Commission, State Supreme Court or State Court of Appeals Districts, the fee is \$100. Parish offices are \$5. and ward elections are \$1. This fee goes to the Secretary of State, and is not returned. The party may also charge similar fees.

#### Challenge of Candidate for Nomination

A candidate's qualification may be challenged by any qualified voter or candidate or member of the committee. A written statement of the challenge must be presented to the committee within five days after the close of the period for filing 'notification of intention'. The candidate has 48 hours to file an answer. The committee holds a hearing and gives a decision. The decision may be appealed to a state court.

#### General Elections in Louisiana

##### Date of Elections

The general election for state and parish officers is held every four years on the first Tuesday after the seventh week after the date on which the second primary for nomination of the candidates is held.

In every year in which elections are to be held for electors of President and Vice-President, the elections are held on the first Tuesday after the first Monday in November.

All general elections for Representatives in Congress are held on the first Tuesday after the first Monday in November, every two years. (1964, 66, 68, 72, etc.).

Polls are open from 6 AM to 8 PM.

### Supervision of Elections

In each parish there is a Board of Supervisors of elections. The Board is made up of the Registrar of Voters of the parish, and two other people who are appointed by the governor. In Orleans Parish the board is made up of the registrar, the civil sheriff and one person appointed by the governor. The Board of Supervisors appoints three commissioners and one clerk to preside over the election in each polling precinct. They must be qualified voters of the ward in which the polling precinct is located, and are selected from lists furnished by each political party, of not less than six names each. The lists must be submitted to the Board by the parish committee at least thirty-five days before the election. As far as possible, the commissioners are to be appointed to represent equally all political parties authorized to make nominations. The commissioners are responsible for maintaining regularity and order during the election and count.

Each political party or nominating body which has a candidate on the ballot may have one poll watcher in each voting precinct. Poll watchers are allowed within the barrier during the election, but cannot electioneer or engage in any political discussions. They may enter the polls only after they close, and may remain to watch the votes being counted.

### Election Precincts and Polling Places

Except in Orleans Parish, each police jury ward in each parish of the state is an election precinct. In Orleans, the city government of New Orleans divides the wards into election precincts.

### Write-Ins

In order to be eligible as a Write-In candidate, a person must file a statement with the clerk of the district court of the parish that he is willing to be voted for that office.

## Assistance

No voter can receive assistance of any kind in casting his vote, except in certain exceptions for handicapped people.

## Nomination of Candidates for Presidential Electors

Qualifications: To be qualified as a presidential elector, a person must be a qualified voter in the district from which he is chosen, or if selected for the state at-large, must be a qualified voter in a parish of the state.

Nomination by Convention: The State Central Committee of the political parties call conventions at which the presidential electors are nominated. A sworn certificate of the results of the convention must be presented to the Secretary of State in order to have the candidates' names on the official ballot.

Nomination of Independents: Nomination papers must be signed by 1,000 qualified voters. The political party name and device designated on the nomination papers must not resemble any other political party. The Registrar must certify to at least 50% more names of registered voters on applications for nomination papers than are required by law to make a nomination. One signer must attach an affidavit that the statements in the petition are true.

## Nominations of Independent Candidates Other than Presidential Electors

Nomination papers may be filed for any state, district, parochial, ward or municipal office, as well as for presidential electors. All voters signing a nomination paper must sign their complete address. Papers are submitted to the Registrar of Voters for certification. Except for nomination papers for candidates for presidential electors or candidates for the Orleans Parish School Board, none of the voters who sign the nominating petition may be registered as affiliated with any political party. The papers must be filed with the Secretary of State before the date of the second primary. One-thousand signatures are required for district, parish or municipal officers, members of the legislature, or members of the House of Representatives of Congress. Twenty-five signatures are required for ward officers.

### Contents of Nominating Papers

All nominating papers must contain the names of the candidates, the office for which he is nominated, the party or political principal which he represents (in not more than three words), his place of residence and his place of business.

### Objections to Nominating Papers

Objection to the regularity of nominating papers may be made within seventy-two hours after the last day allowed for filing papers. The objections are considered by a Board of the Secretary of State, the State Auditor, the State Treasurer and two voters appointed by the Governor. Their decision is final.

### Officers Elected in General Elections

State General Election (four-year intervals; Tuesday after first Monday in April of leap year, following December primary)

#### State Officials:

1. Governor
2. Lieutenant-Governor
3. Secretary of State
4. Treasurer
5. Auditor
6. Commissioner of Agriculture & Immigration
7. Registrar of State Land Office
8. Attorney General
9. Superintendent of Education
10. State Senators
11. State Representatives
12. State Insurance Commissioners

#### Parish Officials:

1. Sheriff
2. Clerk of Court
3. Assessor
4. Coroner
5. Ward Officers
  - a. police jurors
  - b. Justice of the Peace
  - c. Constable

Congressional General Election (two-year intervals - Tuesday after the first Monday in November, following the primary held on the last Tuesday in July)

1. U.S. Senators (if either of their terms has expired)
2. U.S. Representatives
3. State Board of Education (serve rotating terms, 3 elected at each election)
4. Presidential Electors (every 4 years)

(Con't)



# Congressional General Election (con't)

5. Justices of the State Supreme Court (rotating)
6. Judges of the Courts of Appeal (rotating)
7. Judges of the District Courts (every six years)
8. Public Service Commissioners (rotating)
9. District Attorneys (every six years)
10. Parish School Boards (one-third every two years)
11. City Judges
12. Marshals of City Courts
13. Constitutional Amendments

## ELECTION DISTRICTS -- (ARRANGED BY PARISHES)

<u>Parishes</u>	<u>Cong. Dist.</u>	<u>Judicial District</u>	<u>Senatorial District (State)</u>	<u>Public Service Commission District</u>	<u>Supreme Court District</u>	<u>Court of Appeals Circuit / District</u>	
Acadia	7	15	35	2	3	3	3
Allen	7	31	14	2	3	3	2
Ascension	6	23	11	2	6	1	1
Assumption	3	23	12	2	6	1	1
Avoyelles	8	12	17	2	3	3	1
Beauregard	7	30	14	2	3	3	2
Bionville	4	2	27	3	2	2	2
Bossier	4	26	26	3	2	2	2
Caddo	4	1	25	3	2	2	3
Calcasieu	7	14	14	2	3	3	2
Caldwell	5	28	31	3	4	2	2
Cameron	7	14	14	2	3	3	2
Catahoula	5	7	33	3	4	3	1
Claiborne	4	2	27	3	2	2	2
Concordia	5	7	32	3	4	3	1
DeSoto	4	11	25	3	2	2	3
E. Baton Rouge	6	19	20	2	5	1	2
E. Carroll	5	6	32	3	4	2	1
E. Feliciana	6	20	19	2	5	1	3
Evangeline	7	13	17	2	3	3	3
Franklin	5	5	33	3	4	2	1
Grant	8	8	31	3	3	3	1
Iberia	3	16	15	2	6	3	3
Iberville	6	18	18	2	5	1	1
Jackson	5	2	30	3	4	2	2
Jefferson	2	24	10	1	1	4	* No Dist
Jeff. Davis	7	31	14	2	3	3	2
LaFayette	3	15	15	2	3	3	3
LaFourche	3	17	12	2	6	1	1
LaSalle	8	28	31	3	4	3	1
Lincoln	5	3	28	3	4	2	2
Livingston	6	21	21	2	5	1	3
Madison	5	6	32	3	4	2	1
Morehouse	5	4	29	3	4	2	1
Natchitoches	8	10	24	3	2	3	1

(Con't)

# ELECTION DISTRICTS (CON'T)

<u>Parishes</u>	<u>Cong. Dist.</u>	<u>Judicial District</u>	<u>Senatorial District (State)</u>	<u>Public Service Commission District</u>	<u>Supreme Court District</u>	<u>Court of Appeals Circuit / District</u>
Orleans	see list by ward, below			1	1	4 * No Dist
Ouachita	5	4	30	3	4	2 1
Plaquemines	1	25	9	1	1	4 * No Dist
Pointe Coupee	6	18	18	2	5	1 1
Rapides	8	9	23	3	3	3 1
Red River	4	10	24	3	2	2 1
Richland	5	5	33	3	4	2 1
Sabine	8	11	34	3	2	3 1
St. Bernard	1	25	9	1	1	4 * No Dist
St. Charles	2	29	10	1	6	4 * No Dist
St. Helena	6	21	21	2	5	1 3
St. James	2	23	11	1	6	4 * No Dist
St. John	2	29	10	1	6	4 * No Dist
St. Landry	7	27	16	2	5	3 3
St. Martin	3	16	15	2	6	3 3
St. Mary	3	16	13	2	6	1 1
St. Tammany	6	22	22	2	5	1 3
Tangipahoa	6	21	21	2	5	1 3
Tensas	5	6	32	3	4	2 1
Terrebonne	3	17	12	2	6	1 1
Union	5	3	28	3	4	2 2
Vermilion	3	15	13	2	6	3 3
Vernor	8	30	34	3	2	3 2
Washington	6	22	22	2	5	1 3
Webster	4	26	26	3	2	2 2
W. Baton Rouge	6	18	18	2	5	1 1
W. Carroll	5	5	29	3	4	2 1
W. Feliciana	6	20	19	2	5	1 3
Winn	8	8	31	3	2	2 2

\* on the 4th Court Appeal Circuit, 5 judges elected at large and 1 judge by the electors of the parishes of Jefferson, Plaquemines, St. Bernard, St. Chas., St. James & St. John.

## Orleans Parish

<u>Ward</u>	<u>Cong. Dist.</u>	<u>Sen. Dist.</u>	<u>Ward</u>	<u>Cong. Dist.</u>	<u>Sen. Dist.</u>
1	2	1	10	2	6
2	2	1	11	2	6
3	1	2	12	2	7
4	1	3	13	2	7
5	1	3	14	2	8
6	1	4	15	1	1
7	1	4	16	2	8
8	1	5	17	2	8
9	1	5			

## The Executive Branch of Louisiana State Government

### The Executive Department

The Executive Department of the Louisiana State Government is made up of the following officials: Governor, Lieutenant Governor, Auditor, Treasurer, Secretary of State, Registrar of the Land Office, Commissioner of Agriculture and Immigration, Commissioner of Conservation, and also the Attorney General and the State Superintendent of Education. Louisiana does not have a state cabinet.

### Office of the Governor

The Governor is elected in the general election for a term of four years. He may not become his own immediate successor.\* The qualifications for Governor are (1) at least 30 years of age, (2) a U.S. citizen for at least 10 years, and (3) may hold no office in the U.S. at the time of election.

The Governor has several executive, administrative and judicial powers. His executive and administrative powers include the power of appointment (see chart), budgetary power, power to require written reports from the heads of state agencies, power to sign all commissions of the state, authority as commander-in-chief of the state militia (he may call the militia in order to preserve law and order, to repel invasion and to suppress insurrection. He appoints a State Adjutant General, who is the functional head of the militia), the veto power (a two-thirds vote of both houses of the State Legislature is required to pass over the veto), and the governor also serves ex-officio on such state boards and commissions as the Board of Liquidation of State Debt, State Advisory Board, State Budget Committee, Public Building Authority, Board of Registration, Board of Voting Machines, Board of Institutions, Board of Highways, Board of Public Welfare, Board of Supervisors for Louisiana State University, etc.

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\* Attempts are now being made to change this law, so that a Governor may succeed his own term.

His judicial powers include the right to grant reprieves and pardons. A reprieve, which is a delay in carrying out sentence, may be given for all offences against the state. A pardon may be granted by the governor upon recommendation of any two members of the State Pardon Board, which is made up of the Lieutenant Governor, the Attorney General, and the Presiding Judge of the Court where the conviction was made. In all such cases, with the exception of impeachment or treason, the governor may grant pardons, commute sentence, and return fines and forfeitures.

#### Succession to the Governor

The first successor to the Governor is the Lieutenant Governor, followed by the President Pro Tempore of the Senate. Third in succession is the Secretary of State, but he serves only until a President Pro Tempore is elected.

#### Other Executive Officials

The Lieutenant Governor must have the same qualifications as the Governor, and is elected at the same time for the same four-year term. He is president of the Senate and first successor to the Governor.

The Secretary of State is elected for four years at the state general election. He must be a citizen and qualified voter of the state. He is responsible for all state documents, and for publishing the acts and journals of the Legislature and the State Supreme Court reports.

The Treasurer is also elected for a four-year term at the state general election and must be a citizen and qualified voter of the state. He is the custodian of state funds.

The Auditor, too, is elected at the state general election for a four-year term. He must be a qualified voter and citizen of the state. He is responsible for checking on compliance with the law in the expenditure of funds by state agencies.

The Commissioner of Agriculture and Immigration has the same qualifications as the above officials, and is elected at the same time for the same term. He is



responsible for administering the state's agricultural programs.

The Registrar of the State Land Office, who has the same qualifications as the above, and is elected at the same time, keeps records of state lands and administers their sales.

The Commissioner of Conservation is the only appointed officer in the Executive Department. He is responsible for administration of all laws regarding conservation of natural resources.

#### Executive Agencies

The Executive Counsel to the Governor is appointed by the governor and is the governor's chief advisor. He must be a qualified elector and a licensed attorney of the state.

The Division of Administration is headed by a commissioner who is appointed by the Governor. It is concerned with financial management, fiscal planning, purchasing and property control, etc. This agency prepares the executive budget.

The Budget Office carries out the budget functions under the Supervisor of Public Funds, who is appointed by the Governor. They check state and local tax collection and spending agencies.

The Governor also has a Division of Administration Services and a secretary and secretarial staff.

#### Removal of Executive Officers

There are three constitutionally established methods of removing executive officers from their positions.

The first method is impeachment. Impeachment proceedings originate in the House of Representatives. The Senate tries impeachment cases, with two-thirds of its elected members required to convict. If the Governor is tried, a Supreme Court justice must preside over the Senate. Accepted reasons for impeachment are high crimes and misdemeanors in office, incompetency, corruption, favoritism, extortion,

oppression in office, gross misconduct, or habitual drunkenness.

A second method of removal is by address to the Legislature. Upon reasonable cause, whether sufficient for impeachment or not, the holder of any office except that of Governor or acting Governor may be removed by two-thirds vote of each house. The causes for removal must be stated in the address and published in the journals of both houses.

Finally, any officer except the Governor, Lieutenant Governor, or a judge of a court of record may be removed by judgment of the district court of his domicile. The must be one that is qualified for impeachment. Such actions may be instituted by the Attorney General or the District Attorney, who must institute such an action when given a written request, specifying the charges, by twenty-five citizens and taxpayers, or the Governor (in the case of state, district, parish or municipal officers), or ten citizens in the case of ward officers.

#### Governing Authorities of State Administrative Agencies

##### Elected Agencies

- |  |  |
|--|--|
| 1. Governor                                    | 9. Board of Pardons                                |
| 2. Lieutenant Governor                         | 10. Public Buildings Board                         |
| 3. Secretary of State                          | 11. Board of Registration                          |
| 4. State Treasurer                             | 12. Police Retirement Board                        |
| 5. Attorney General                            | 13. Seed Commission                                |
| 6. Auditor                                     | 14. State Soil Conservation Committee              |
| 7. Commissioner of Agriculture and Immigration | 15. Stream Control Commission                      |
| 8. Registrar of State Land Office              | 16. Commission on Weights and Measures             |
| 9. State Superintendent of Public Education    | 17. Louisiana Commission on Interstate Cooperation |
| 10. Louisiana State Board of Education         | 18. Board for Voting Machines                      |
| 11. Louisiana Public Service Commission        | 19. Louisiana State Building Authority             |
|  | 20. State Archives and Records Commission          |

##### Ex Officio Agencies

1. State Chemist
  2. Surveyor General
  3. Anatomical Board
  4. Louisiana Art Commission
  5. Budget Appeals Commission
  6. State Budget Committee
  7. State Insurance Board
  8. Board of Liquidation of State Debt
- (con't)

##### Appointed by Governor with Consent of Senate

1. Adjutant General
2. State Bank Commissioner
3. Commissioner of Conservation
4. Director of Occupational Standards
5. Director of Public Safety
6. Director of Public Works
7. Labor Mediation Board
8. Board of Commissioners of Louisiana State Library

Appointed by Governor with Consent of  
Senate (con't)

9. Board of River Port Pilot Commissioners for Port of New Orleans
10. Louisiana State Board of Health
11. Louisiana Tax Commission
12. Commissioner of Insurance

Appointed by the Governor

1. Executive Counsel to the Governor
2. Fire Marshal
3. Commissioner of Labor
4. Collector of Revenue
5. Board of Commerce and Industry
6. State Examiner of Municipal Fire and Police Civil Service
7. State Livestock Inspector
8. State Board of Architectural Examiners
9. State Athletic Commission
10. Board of Barber Examiners
11. Board of Commissioners of Camp Moore
12. State Board of Censors
13. Board of Certified Public Accountants of Louisiana
14. Board of Administrators of Confederate Memorial Medical Center
15. State Advisory Council of Unemployment Compensation
16. State Board of Osteopaths
17. Board of Parole
18. Board of Pharmacy
19. Board of Commissioners and Examiners of River Port Pilots
20. Board of Examiners of Bar Pilots for Port of New Orleans
21. Board of Public Works
22. Louisiana State Racing Commission
23. Louisiana Real Estate Board
24. Louisiana Sweet Potato Advertising and Development Commission
25. Board of Tax Appeals
26. Board of Trustees of T. H. Harris Scholarship Fund
27. State Board of Trade Relations
28. Board of Examiners in Watchmaking
29. Anacoca State Game and Fish Commission
30. Northwest Louisiana Game and Fish Preserve Commission
31. St. Martin-Lafayette Game and Fish Commission
32. Louisiana Youth Commission

(con't)

33. Bayou Bonne Idee Game and Fish Comm.
34. Catahoula Lake Game and Fish Comm.
35. Wildlife and Fisheries Commission
36. Supervisor of Public Funds
37. Board of Control of Alcoholic Beverages
38. State Hospital Board
39. Director of Dept. of Hospitals
40. Orleans Parish Landmarks Commission
41. Licensing Board for Contractors
42. Commission on the Aging
43. Bayou D'Arbonne Lake Watershed District Comm.
44. Commissioner of Administration
45. Bundicks Game and Fish Commission
46. Hickory and Beckwith Creeks Game and Fish Commission

Appointed by Governor Under Other Conditions (Some of these agency heads are appointed by the Governor from lists of recommendations submitted in accordance with law; others are partly appointive by the Governor under varying circumstances)

1. Director of Civil Defense
2. Service Commissioner for United Spanish War Veterans
3. Louisiana State Board of Dentistry
4. Louisiana State Board of Embalmers
5. Louisiana State Board of Homeopathic Medical Examiners
6. Louisiana State Board of Medical Examiners
7. Louisiana State Board of Nurse Examiners
8. Old State Capitol Memorial Commission
9. Louisiana State Board of Optometry Examiners
10. Board of Commissioners of Port of New Orleans
11. State Board of Practical Nurse Examiners
12. State Board of Registration for Professional Engineers and Land Surveyors
13. Veteran's Affairs Commission
14. State Board of Veterinary Medical Examiners
15. Civil Service Commission
16. Greater Baton Rouge Port Commission
17. State Board of Institutions \*
18. Board of Highways \*
19. State Board of Public Welfare \*

(CON'T)

Appointed by the Governor under other  
Conditions (con't)

20. Public Employee's Board
21. Bedding Advisory Board
22. Board of Administrators of Charity  
Hospital of New Orleans
23. Board of Supervisors of LSU and A.  
and M. College \*
24. Board of Curators of Louisiana State  
Museum
25. Liquefied Petroleum Gas Commission
26. Anhydrous Ammonia Commission
27. State Bond and Tax Board
28. Civil Defense Advisory Committee
29. Board of Control of Cosmetic Therapy
30. Louisiana Forestry Commission
31. Board of Trustees for Homes for Aged,  
Indigent and Infirm
32. Louisiana Horticultural Commission
33. Louisiana Insurance Rating Commission
34. State Board of Examiners of Journey-  
men Plumbers
35. Livestock Sanitary Board
36. State Market Commission
37. State Mineral Board
38. State Parks Commission
39. Pest Control Commission
40. Spanish Lake Game and Fish Commission
41. Livestock Brank Commission
42. Governor's Committee on Interstate  
Cooperation
43. Greater Ouachita Port Commission

Miscellaneous Methods of Selection

1. Board of Trustees of Sheriff's Pension  
and Relief Fund
2. State Advisory Board
3. Board of Trustees of Teacher's Retirement  
System of Louisiana
4. Board of Trustees of the Louisiana  
State School Lunch Employee's Retirement  
System
5. Board of Trustees of Louisiana School  
Employees Retirement System
6. Court House Commission in New Orleans
7. Gulf States Marine Fisheries
8. Council of the Louisiana State Law  
Institute
9. Board of Trustees of Louisiana State  
Employees Retirement System
10. State Warehouse Commission
11. State Board of Library Examiners
12. Louisiana Security Commission
13. Board of Examiners of Chiropodists
14. Board of Trustees of the Parochial  
Employee's Retirement System
15. Iatt Lake Water Conservation District  
Commission
16. Greater Krotz Springs Port Commission

The Louisiana State Legislature

The House of Representatives

The House of Representatives of the Louisiana Legislature has 101 members, at least one from every parish and from every ward in Orleans Parish. Orleans has 17 wards, some of which have two or more representatives. All representatives are elected for terms of four years. The qualifications for a member of the House are that he is a citizen of Louisiana for five years, and a resident of a parish in the district (or of the ward in Orleans) for two years. Regular sessions begin on the 2nd Monday of May.



The legislative Districts of the House of Representatives are as follows:  
Caddo (4 representatives), Rapides (3), St. Landry (3), Acadia (2), Avoyelles (2),  
Calcasieu (2), East Baton Rouge (2), Jefferson (2), Lafayette (2), Lafourche (2),  
Natchitoches (2), Ouachita (2), St. Mary (2), Tangipahoa (2), and wards 3, 7, 11 in  
New Orleans, (2 representatives each). All others have one (1) representative each.

#### The Senate

The Senate of the Louisiana Legislature consists of 39 members from 35  
districts who serve for four years. In order to qualify for the State Senate, a  
candidate must be at least 25 years old, be a citizen of Louisiana for five years,  
and a resident of the senatorial district for two years. The regular session of the  
Senate, like the House, begins on the 2nd Monday of May.

The following is a list of the legislative districts of the Senate:

- District 1: Wards 1, 2 and 15 of Orleans (1 senator)
- District 2: Ward 3 of Orleans (1)
- District 3: Wards 4 and 5 of Orleans (1)
- District 4: Wards 6 and 7 of Orleans (1)
- District 5: Wards 8 and 9 of Orleans (1)
- District 6: Wards 10 and 11 of Orleans (1)
- District 7: Wards 12 and 13 of Orleans (1)
- District 8: Wards 14, 16 and 17 of Orleans (1)
- District 9: St. Bernard and Plaquemines Parishes (1)
- District 10: Jefferson, St. Charles and St. John Parishes (1)
- District 11: St. James and Ascension Parishes (1)
- District 12: Terrebonne, Lafourche and Assumption Parishes (1)
- District 13: St. Mary and Vermilion Parishes (1)
- District 14: Calcasieu, Allen, Jefferson Davis, Cameron and Beauregard Parishes (1)
- District 15: St. Martin, Iberia and LaFayette Parishes (2)
- District 16: St. Landry Parish (1)
- District 17: Avoyelles, Evangeline Parishes (1)
- District 18: Pointe Coupee, Iberville and West Baton Rouge Parishes (1)
- District 19: East Feliciana and West Feliciana (1)
- District 20: East Baton Rouge (1)
- District 21: St. Helena, Livingston and Tangipahoa Parishes (1)
- District 22: Washington, and St. Tammany Parishes (1)
- District 23: Rapides Parish (1)
- District 24: Natchitoches and Red River Parishes (1)
- District 25: Caddo and DeSoto Parishes (2)
- District 26: Webster and Bossier Parishes (1)
- District 27: Bienville and Claiborne (1)
- District 28: Union and Lincoln Parishes (1)
- District 29: Morehouse and West Carroll Parishes (1)
- District 30: Ouachita and Jackson Parishes (1)

(Con't)

District 31: Winn, Caldwell, LaSalle and Grant Parishes (1)  
District 32: East Carroll, Madison, Tensas and Concordia Parishes (2)  
(1 from East Carroll or Madison, the other from Tensas or Concordia, but  
both elected at large over 4 parishes)  
District 33: Richland, Franklin and Catahoula Parishes (1)  
District 34: Sabine and Vernon Parishes (1)  
District 35: Acadia Parish (1)

### The Louisiana Judiciary

#### Organization and Jurisdiction of the Louisiana Judiciary

Justice of the Peace Courts: Parishes, except Orleans, are divided into Justice of the Peace Wards. The voters of these wards select the Justice of the Peace for a four year term at the state general election. A justice of the peace must be of good moral character, a property owner, a qualified elector, and able to read and write the English language. These courts have limited jurisdiction. In civil cases they are limited to disputes involving less than \$100. They cannot handle cases in which the state, parish, municipality or any other political corporation is the defendant. This court is mainly concerned with such things as collections of accounts and dis-possession of tenants. In criminal cases, it may order a person to be held in custody, or may set bail or bond.

Mayor's Courts: Cities, towns and villages of less than 5,000 population have Mayor's Courts. The mayors of such towns sit in judgment on charges of violation of municipal ordinances.

City Courts: In cities over 5,000 and in parish seats, the legislature can establish City Courts instead of Justice of the Peace Courts. The judges are elected at the congressional general election for six years. New Orleans has three city courts - the First City Court of the City of New Orleans, the Second City Court in the City of New Orleans, and the Municipal Court of New Orleans. They contain 3, 1 and 4 judges, respectively, who are elected from their areas of jurisdiction for the first two courts and by the parish at large for the third. The Municipal Court is limited to the trial of offenses against the city ordinances of New Orleans. The

jurisdiction of the City Courts is similiar to the Justice of the Peace Court, but in cities of more than 10,000 it may handle disputes involving more money. In criminal cases it can handle cases not punishable by hard labor and may hold preliminary examinations for cases not punishable by capital punishment. It also covers violations of municipal or parish ordinances, and may issue peace bonds.

The New Orleans City Courts are given additional jurisdiction in suits involving up to \$1,000. except in certain cases of divorce, real estate, etc.

Juvenile Courts: Except for the Parishes of Caddo, Orleans and East Baton Rouge, the juvenile courts in the parishes of Louisiana are presided over by the judges of the District Courts, who serve as ex officio juvenile court judges. In Orleans and Caddo there are separate juvenile courts, while East Baton Rouge has a Family Court. This is the court of the first instance for persons under 17 years old, except for capital crimes and rape by children over 15. It also covers adults contributing to the delinquency of a child under 17, and desertion or non-support. In Baton Rouge, Family Court has additional jurisdiction concerning divorce.

District Courts: The state is divided into 31 judicial districts, each of which makes up the area of jurisdiction of a District Court. In addition, Orleans Parish has a special judicial arrangement, which is discussed below. One or more judges is elected from each of these thirty-one districts at the Congressional General Election. The term is six years. A district judge must have practiced law for five years in Louisiana, and have been a resident of his district for two years. The legislature is permitted to rearrange the judicial districts and, by a two-thirds vote of each house, it can increase or decrease the number of judges in each district. The courts sit for ten months each year in all the parishes except Orleans, where they sit for  $9\frac{1}{2}$  months. Where there is more than one parish in a district, the judge sits alternately in each one, according to the pressure of business. In New Orleans, there are two district courts, the Civil District Court for the Parish of Orleans, and the Criminal District Court for the Parish of Orleans. These courts are each composed of

eight judges who sit in single judge divisions. The judges must meet the qualifications for other district judges, and are elected for 12 years. The District Court is the general trial court in Louisiana. This court has concurrent jurisdiction in civil matters with Justice of the Peace Courts in matters concerning \$100. or less; but has original jurisdiction in cases involving larger amounts. It has original jurisdiction in cases involving title to real estate, right to public office, probate and succession cases, cases in which civil or political rights are involved, and most cases in which a governmental unit is the defendant. It has unlimited and exclusive original jurisdiction in all criminal cases. Practically all criminal cases are heard at this level and go no further. Persons fined or sentenced to jail by mayors or city courts are entitled to appeal to the District Court of the parish in which the sentence was passed if they give security for the fine and court costs. The Civil and Criminal District Courts of Orleans have, in general, the same civil and criminal jurisdiction respectively as the other District Courts have in combination.

Court of Appeal: There are three Courts of Appeal in the state, each of which contains three judges. They are chosen at the Congressional general election for 12-year rotating terms. The state is divided into three circuits for coverage by these courts, and each of the first two circuits is divided into three districts from each of which a single judge is elected. The third Court of Appeal is designated as the Court of Appeal of Orleans Parish, although it also covers St. James, St. John, St. Charles, Jefferson, Plaquemines and St. Bernard Parishes. The judges are elected at large by these parishes. Qualifications for a judge in the court of appeals are U. S. Citizen, qualified voter in Louisiana, lawyer with six years experience in practice in Louisiana, and a two-year resident of the district from which elected. These courts are located in Baton Rouge, Shreveport and New Orleans respectively, although in the first two cases the courts are required to sit in certain other cities within their circuits at least twice a year. The courts sit from October until June each year. A concurrence of two judges is required to make a judgement. These courts have



appellate jurisdiction, and handle no original cases. They hear all allowable appeals from the District Court that do not go to the Supreme Court.

The Supreme Court: The Louisiana Supreme Court is composed of a chief justice and six associate justices. They are chosen at the congressional general election and serve for 14 years. The state is divided into six Supreme Court Districts for election purposes, and the justices are elected for rotating terms, one Supreme Court Judge's term expiring every two years. A Candidate for the Supreme Court must be a citizen of the United States, a qualified voter in Louisiana, at least 35 years old, have ten years of law practice in Louisiana, and have been a resident of the district from which he is elected for two years. The Supreme Court sits in session in New Orleans from October to June of each year. The justice who has been in the court the longest, automatically becomes the chief justice. The Supreme Court has general supervision over the entire court system of the state. It can require the lower courts to make reports on their work, it can investigate their activities, and it can assign judges from one court to another. The Supreme Court is the final court of appeals for cases that do not involve a federal question. They have original jurisdiction on cases involving misconduct of members of the bar and removal of judges of courts of record.

#### Removal of Judges

A judge or Justice may be impeached for the same reasons listed for impeachment in the section on the Executive branch of Louisiana government.

A Supreme Court Justice may be impeached by trial by full court (7 judges) composed of Supreme Court justices not connected with the case together with a number of Courts of Appeal judges, chosen by seniority, sufficient to make up a full court. An agreement of four judges is necessary to convict. The action is filed by the Attorney General on written request, accompanied by specific charges, of 100 citizens and taxpayers, 25 lawyers, or two Supreme Court Justices.

The impeachment procedure for judges of any lower court in the state is the same, except the request must come from 25 citizens and taxpayers or one-half of the practicing attorneys in the district.

#### Justice Department

The Louisiana Department of Justice is composed of the Attorney General, first and second assistant attorneys general, and other necessary assistants and office staff.

Attorney General: The Attorney General is the chief legal officer of the state. He and his assistants have charge of all legal matters in which the state has an interest or in which the state is a party. He may prosecute for the state, or he may intervene in cases which involve the rights or interests of the state. He also has supervisory authority over the District Attorneys for the State before the District Courts. The Attorney General issues a number of written legal opinions which appear in a volume entitled Opinions of the Attorney General. These opinions clarify points of law and are generally regarded as binding until the court has specifically dealt with the matter in question.

The Attorney General is elected for a four year term at the State General Election. He appoints his assistants. Both he and his assistants must have resided and practiced law in the State for at least five years.

District Attorney: Each judicial district of the State has a District Attorney who handles the prosecution of offences on behalf of the state in his district. The District Attorney is elected for a six year term at the congressional general election, and must be a resident and qualified voter in the district, and must have had three years law practice in the state. In some parishes he may appoint assistants. The District Attorney and his assistants are subject to removal from office if they defend or assist in the defense of any criminal prosecution or charges involving the violation of an ordinance or law in the state.

Clerk of the District Court: Every parish except Orleans has its own Clerk of the District Court, who is elected for a four year term at the state general election, and who appoints his own staff. They record important records and handle many clerical tasks of the court.

In New Orleans the Criminal District Court and Civil District Court each has its own elected clerk and appointed clerical staff, as well as a registrar of conveyances and a recorder of mortgages, who are elected for four year terms.

The Courts of Appeals and the Supreme Court elect their own clerks.

Other officials: Involved mostly in executing the order of the court in such matters as delivering court orders, arresting and committing individuals, etc. are the sheriff (for District Courts); constables (Justice of the Peace Courts); and town or city marshals (Mayor and City Courts). The exceptions are New Orleans and Baton Rouge City Courts, which have constables.

### Jury System

Juries may be divided into two fundamental types -- the grand, or indictment jury and the petit or trial jury. The two are selected by essentially the same process. In all parishes except Orleans (where the Governor appoints a three-man jury commission) the district judge appoints five men who, together with the clerk of the court serving ex officio, become the parish jury commission. This commission is responsible for preparing a list of eligible jurors. In Louisiana, women are not compelled to jury service, and must file a written request with the clerk in order to get on the list. From the list of eligibles, a new grand jury is drawn twice a year in each parish except Cameron, where it is constituted for a full year. In the case of a petit jury, new members are selected each week of the session because service on this type of jury is a full time affair.

Grand Jury: This jury is composed of twelve members, nine of which constitute a quorum. This jury does not decide the guilt or innocence of persons charged with crimes; its purpose is to hold preliminary hearings on cases and to decide whether or

not there are sufficient grounds to warrant a trial. In Louisiana, indictment or presentment by grand jury is guaranteed an accused person only if the crime is one in which capital punishment is a possible penalty. For all crimes not capital, indictment may be made on a bill of information drawn up by the District Attorney, or in some minor cases, by affidavit. A grand jury is also an investigative body, particularly in alleged cases of political corruption.

Petit Jury: This is the trial jury. In criminal cases they render decisions of guilt or innocence. Trial by jury is guaranteed in any case in which a felony rather than a misdemeanor charge is levied. If the crime is one in which the death penalty may be imposed, the jury is made up of twelve members, all of whom must agree to render a verdict. In cases punishable by hard labor, only nine out of the twelve must agree. In minor cases a jury of five is used, and all must agree. However, the defendant can waive his right to a jury in this case, and leave the decision to the judge alone. In the rare instance of the use of a jury in civil cases, the membership is twelve, nine of whom must agree in the decision.

#### Administration

##### Louisiana Civil Service Commission

This Commission is composed of five members who are citizens and qualified voters of the state. They are appointed by the Governor for six year rotating terms in the following manner: The Presidents of Louisiana State University, Loyola University, Tulane University, Centenary College and Louisiana College each nominate three persons, and the Governor appoints a single member of the Commission from each of these five nomination lists. In the event of a vacancy, the college or university president who nominated the member whose place is being filled is responsible for submitting new nominations within thirty days, otherwise the position will be filled by majority vote of the Commission. The Commission appoints a Director of Personnel who is the administrative head of the Department of State Civil Service. The Director may be appointed with or without an examination, but once appointed he is a classified

civil servant, removable only on cause and after being given an opportunity to have a hearing.

#### The Louisiana Public Service Commission

This Commission regulates transportation and utility companies. It is made up of three members, popularly elected from three Public Service Commission Districts for six year rotating terms, at the congressional general election. They must be qualified voters and are forbidden employment by or interest in any common carrier or public utility company under the Commission's Control. The Commission makes rules governing the utilities and holds hearings. Their powers extend to the supervision and control of rail carriers, water transportation, telephone, telegraph, gas, electric lights, heat and power, water works, etc.

#### Public Education

On the state level, the governing body of the educational system is the State Board of Education. It is composed of eleven elective members, who serve rotating terms. Eight of these members are elected for eight year terms at the congressional general election from districts corresponding to the U.S. congressional districts, and the other three are elected for six year terms from districts corresponding to the Public Service Commission Districts. The Board meets on or before the first Monday in December of each year and at other times on the call of the president. The Board is a policy-making body insofar as the educational system is concerned. It prescribes standard courses of instruction for the public schools. It formulates rules governing the school system, submits the budget for education to the legislature, prescribes the courses to be given in teacher training programs, certifies teachers, approves textbooks, and generally oversees the administration of the free text-book law. The only public educational institution not governed by the State Board is Louisiana State University and Agricultural and Mechanical College, which has its own separate Board of Supervisors.



The State Superintendent of Education is the day to day administrator of the state educational program. He is elected for a four year term at the state general election.

### Public Welfare

The administration of the various phases of public welfare in Louisiana is in the hands of the State Board of Welfare. It is composed of nine members, including the Governor who serves ex officio. The other eight members are appointed by the Governor on the basis of one member from each of the eight congressional districts, for six year overlapping terms. The appointments are made from nominations which are made in an unusual manner: names may be submitted, along with a biographical sketch of 200 words or less, by all non-profit groups and organizations which are domiciled in Louisiana and have a constitution, by-laws or a charter recorded by the Secretary of State. Interested citizens may also submit names, but no more than five names may be placed on the panel of nominees by any organization or person. Within thirty days after a vacancy occurs, the Board nominates and certifies to the Governor seven members of the panel, who must be from the same congressional as the person being replaced. From this list of seven the Governor appoints the new member. Any member of the Board who has served for four years is ineligible for reappointment and Board members (except Governor) cannot hold other office. The Board meets once a month.

The Board appoints the Commissioner of Public Welfare who is head of the department. Many of the actual functions of the program are carried out by the parish welfare departments, each of which has its own parish board and local director; but these units are under the supervision of and subject to policy control by the state organization, so that the welfare function is centralized.

Public assistance is rendered in five classes of cases in Louisiana:

- (1) old age assistance, (2) aid to dependent children, (3) disability assistance,
- (4) general assistance, and (5) aid to the needy blind.

## Louisiana Parish (County) Government

### Police Juries

The Police Jury is the main governing body of all the parishes of Louisiana except Orleans, East Baton Rouge, Jefferson and Plaquemines. Each parish is divided into five to twelve jury wards, each of which elects a police juror at the state general election for a four year term. In parishes with more than 50,000 inhabitants, each ward elects an additional police juror for each 10,000 inhabitants, or part thereof over 7,500. In parishes with fewer than 50,000 inhabitants, an additional police juror is elected in a ward for each 5,000 inhabitants or part thereof over 2,500.

In order to qualify as a police juror, a candidate (or his wife) must own property of an assessed valuation of \$250. at the time of his election, but need not maintain it after taking office. He must be a citizen of the state for five years, and a resident for two years. He must live in the ward from which he is elected, and if he moves out of the ward, he vacates the office. He must be literate and have no convictions for felony.

The Police Jury is responsible for the appointment (and removal) of several parish officials, including the Registrar of Voters. It does not, however, govern the sheriff. The police jury can redistrict the police jury wards. It makes regulations for building and repairing of roads, bridges, levees, etc. It is also required to provide for the support of the sick and disabled paupers including drug addicts within the parish.

### Other Forms of Parish Government

New Orleans has consolidated its city and parish government. The governing body of Orleans parish and the city of New Orleans, which are synonymous, is composed of a mayor and commission council. There is no police jury.

The governing body of East Baton Rouge parish is a nine-man council, seven of whom are elected from the urban area of Baton Rouge and the other two from two

single-member districts into which the portion of the parish outside of Baton Rouge is divided. The seven members who are elected at-large by the city act as a city council for the consideration of only city business, and all nine act as a city-parish council on matters affecting the whole parish. Two other incorporated areas - Zachary and Baker - still function in the parish. A separately elected Mayor-President is the executive officer of the city-parish, with responsibility for appointing department heads and for general supervision of the city's administration. The police jury has been abolished.

#### Other Parish Officials

The Sheriff is elected in the state general election for a four year term. He serves as the chief law enforcement officer and as ex officio tax collector of the parish. It is the duty of the sheriff to enforce the laws, maintain peace and order, keep the jail, and act as an officer of the district court in preserving order and executing the court's writs. He collects state, parish, and if a city desires it, municipal property taxes. He appoints his own deputies.

The Clerk of the District Court is the recorder of court proceedings and the custodian of the records of the court and other important parish records. He is elected for a four-year term at the state general election.

The Assessor is also elected at the state general election for four years. He assesses the value of property for the purpose of taxation.

The Coroner is elected for a four year term at the state general election. He should be a qualified physician. He is responsible for investigating cases of death where the causes are unknown. He acts as sheriff when there is a vacancy in that office, or when the sheriff is an interested party in a case. He may also be appointed parish health officer by the police jury.

### Other Functions of the Parish Government

Education: The Parish School Board is in charge of administration of the schools on a parish level, and is independent of the other local governmental operations. Each School Board (except Orleans and East Baton Rouge) is composed of as many members as there are police jury wards at the congressional general election. Orleans parish elects five Board members at large, and East Baton Rouge elects seven at large. The Board prepares the budget, levies school taxes on property within the legal limits provided for this purpose, selects teachers, determines the number of schools and their locations, and appoints a Parish Superintendant of Education, who is the chief administrator of the policies of the board and serves for a four year term.

Welfare: Public Welfare policy is determined for the most part at the state level. Welfare employees are all appointed by the state agency (under civil service) and financial and program aspects are handled by the state. However, the police jury appoints, from a list certified by the State Department of Welfare, a five-member Parish Welfare Board to act in an advisory capacity to the state-selected Parish Welfare Director.

Public Health: The state public health program is financed by federal, state and local funds. Parish health units may be established by contract with the State Health Department and two or more parishes may join together to form a single health district. The director of a parish health unit, who is a qualified physician, is appointed by the State Department with the approval of the police jury, and the parish district board is selected by the police jury or other governing authority concerned. The health units are responsible for enforcing the regulations of the state and parish boards, for making certain types of inspection, giving some physical examinations, innoculating against contagious diseases, and assisting with the school health program.



Libraries: Many of the parishes have established their own local libraries in cooperation with the State Library. The State promotes this program by underwriting most of the costs for the first year of operation and by continuing to supply books on loan from the circulating collection of the central library. The long term cost of a parish library must be borne by the local taxpayers, who vote a special assessment on themselves for this purpose. The police jury appoints a five member Board of Control to oversee the general administration of the library. The Board in turn appoints a head librarian from a list of nominees certified by the state library examiner.

Agriculture: Another program which is a cooperative intergovernmental program involving state, federal, and local governments is the agricultural program. This form of assistance is handled centrally through the Agricultural Extension Service of federal land grant Agricultural and Mechanical Colleges. In Louisiana, the responsible institution is Louisiana State University and Agricultural and Mechanical College. A County Agent (who is a member of the University faculty) is appointed for each parish, along with such assistants as may be needed, including home demonstration agents. The expenses of the program are met out of the revenues of the three participating governments. The program is primarily educational.

### Forms of Municipal Government in Louisiana

#### Mayor-Council or Mayor-Alderman Form of Government

Under this form of government the mayor is the administrative head of the municipality and directs its affairs subject to the control of the council, which is the policy-determining agency. There are two variations of this plan, one with a weak mayor, and one with a strong mayor. Under the strong-mayor plan, the mayor exercises more complete control in administering the affairs of the city; he appoints and removes almost all of the department heads, he may veto legislation passed by the council (which may be overridden only by an extraordinary vote), and he exercises broad authority over the budget. Almost all municipalities in Louisiana operate under this plan.

Mayor: The mayor is elected by the people at large in the general municipal election every four years. There is no educational requirement for this office.

Board of Aldermen (or Council): Cities must elect five to nine Aldermen, with an equal number from each ward, and others at large. Towns elect five aldermen, one from each ward and one at large. Villages elect three aldermen. The Board of Aldermen appoints the Tax Collector, Clerk and Street Commissioner. There are no educational requirements for this office.

Marshal: The Marshal is elected by the people at large. He is the Chief of Police and ex officio constable. His deputies are appointed by the Mayor and the Board of Aldermen. He must be literate. A vacancy in this office is filled by appointment of the Governor.

Wards: Each city is divided into four wards, nearly equal in population. The Board of Aldermen may change the boundaries by a 2/3 vote. No change may be made less than a year before municipal elections. In towns the mayor and Board of Aldermen decide if the town shall be divided into wards.

#### The Commission Form of Government

This form also has two variations. Under one variation the commissioners appoint department heads for each department and may remove them; the commissioners simply determine policy and supervise the department heads. The most frequently used variation, however, is that in which each commissioner heads a department and the commission as a whole determines municipal policy. Thus each commissioner performs both executive and legislative functions. The mayor simply is a member of the commission, with little if any more authority than the other commissioners. Usually, municipalities using the commission plan whose population is over 40,000 must have a five-man council, and those whose population is under 40,000 must have a three-man council. The following municipalities operate under the Commission plan:

Alexandria, Rapides Parish; Bogalusa, Washington Parish; Bossier City, Bossier Parish; Dequincy, Calcasieu Parish; Donaldsonville, Ascension Parish;



Hammond, Tangipahoa Parish; Jennings, Jefferson Davis Parish; Lafayette, Lafayette Parish (Commissioners are called Trustees); Leesville, Vernon Parish; Monroe, Ouachita Parish; Natchitoches, Natchitoches Parish; Shreveport, Caddo Parish; Sulphur, Calcasieu Parish; and Thibodaux, Lafourche Parish (Commissioners called Trustees).

Commissioners (City Council): All are elected at large for terms of four years. The Council appoints the Municipal Attorney, Secretary-Treasurer and Tax Collector, Chief of Police, Chief of Fire Department, Auditor, Civil Engineer and the Municipal Physician. In municipalities with less than 40,000 population, they must appoint the Chief of Police and Fire Department, but the others are optional. All of these officials may be removed from office by majority vote of the Council at any time.

Municipal Departments: The following Municipal Departments exist in municipalities with more than 40,000 people: Department of Public Affairs and Public Education (Mayor is Commissioner), Department of Public Health and Safety, Department of Accounts and Finances and Department of Streets and Parks. In municipalities with less than 40,000 people the departments are: Department of Public Health and Safety (Mayor is Commissioner), Department of Finances and Public Utilities and Department of Streets and Parks.

#### City-Manager Plan

Under this plan the commission or governing board is responsible for policy decisions, and a manager selected by the commission and responsible to it administers the affairs of the municipality. No municipality in Louisiana operates under this plan.

#### "Home Rule"

Under "home rule" a city is permitted, within the framework of general laws, to draw up, adopt and modify its charter locally, rather than subscribe to a charter which has been predrafted by the state. Baton Rouge, New Orleans and Shreveport have "home rule" charters. (See brief descriptions of New Orleans and Baton Rouge consolidated government in section on Parish government).

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