

2025 Regular Session

HOUSE BILL NO. 502

BY REPRESENTATIVE BUTLER

Prefiled pursuant to Article III, Section 2(A)(4)(b)(i) of the Constitution of Louisiana.

REGISTRARS OF VOTERS: Provides for the compensation, evaluation, duties, and removal of registrars of voters

## 1 AN ACT

2 To amend and reenact R.S. 18:53(A) and (B)(1) and (2), 55(A)(4)(b), 59(B)(4)(b) and  
3 (C)(4)(b), 60, and 134(A), relative to the compensation, evaluation, duties, and  
4 removal of registrars of voters; to provide for grounds for removal; to provide for  
5 allegations brought by the commissioner of elections; to provide for a firing freeze  
6 during the pendency of removal proceedings; to provide for merit evaluations; to  
7 provide for salary increases; to provide for office closures; to provide for the  
8 performance of duties by the registrar of voters during office closures; and to provide  
9 for related matters.

10 Be it enacted by the Legislature of Louisiana:

11 Section 1. R.S. 18:53(A) and (B)(1) and (2), 55(A)(4)(b), 59(B)(4)(b) and (C)(4)(b),  
12 60, and 134(A) are hereby amended and reenacted to read as follows:

13 §53. ~~Tenure; removal~~ Removal from office; may not be own immediate successor

14 A. A registrar shall be subject to removal by the State Board of Election  
15 Supervisors for cause for any of the following reasons:

16 (1) Willful ~~willful~~ misconduct relating to his official duty;\_17 (2) Willful ~~willful~~ and persistent failure to perform his duty;\_

18 (3) Persistent ~~persistent~~ public conduct prejudicial to the administration of  
19 the laws relative to the registration of voters that brings the office into disrepute; ~~or~~\_

20 (4) Incompetence.

(5) Consistent under-performance.

(6) Abuse of leave policies established by the secretary of state.

(7) Violation of substance abuse policies established by the secretary of  
state.

(8) A finding of "unsuccessful" on a merit evaluation for two successive years.

(9) Conviction ~~conviction~~ of a felony.

B.(1) A registrar accused of any of the types of conduct set forth in Subsection A of this Section ~~or convicted of a felony~~ shall be subject to immediate suspension from office, with or without pay, by majority vote of the State Board of Election Supervisors.

(2)(a) If the board receives a resolution from a parish governing authority as provided in this Paragraph accusing the parish registrar of any ~~of the types of~~ conduct set forth in Subsection A of this Section, the board shall schedule a hearing on the accusations contained in the resolution within thirty days of the receipt of such resolution. Such resolution must be adopted by a favorable vote of at least two-thirds of the membership of the parish governing authority and transmitted to the chairman of the board by certified mail, return receipt requested. The provisions of this Paragraph shall in no way be construed to limit the powers conferred upon the board by Paragraph (1) of this Subsection.

(b) If the commissioner of elections raises allegations that the parish registrar has engaged in any conduct set forth in Subsection A of this Section, the board shall schedule a hearing on the allegations brought by the commissioner of elections within thirty days of the receipt of the accusations. If the commissioner of elections serves as a regular member of the board, he shall not serve for the purposes of such hearings, and the secretary of state shall designate a member of the Registrars of Voters Association to serve in the commissioner's place and shall notify the board in writing of any such designation as provided in R.S. 18:23.

\* \* \*

§55. Compensation of registrar of voters; amount and manner of payment; reduction during tenure prohibited; prohibited increase

A.

\* \* \*

(4)

\* \* \*

(b) Each registrar whose salary is at the level of step one or higher shall be evaluated as to merit in January. The merit evaluation shall result in a finding of "excellent", "successful", "unsuccessful", or "unrated". The criteria and procedure for the merit evaluation shall be determined by the secretary of state in conjunction with the Registrar of Voters Association. Each registrar shall be evaluated by the secretary of state or his designee acting on his behalf. Upon a finding of "excellent" on a merit evaluation, the registrar shall receive a salary increase to the next step until the registrar's salary is equal to the highest step of the appropriate population range. Upon a finding of "excellent" on a merit evaluation of each registrar whose salary is at the level of step twelve, the registrar shall receive a salary increase of five percent. No registrar shall receive more than five such salary increases. A registrar may appeal the finding on a merit evaluation to the State Board of Election Supervisors in accordance with rules promulgated by the board. If a member of the board participates in the merit evaluation of a registrar, the member shall not participate in an appeal of the evaluation.

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§59. Deputies, confidential assistants, and other permanent office employees; temporary employees; appointment and compensation; prohibited increase in compensation

\* \* \*

B.

\* \* \*

1 (4)

2 \* \* \*

3 (b) Each chief deputy whose salary is at the level of step one or higher shall  
4 be evaluated as to merit in January. The merit evaluation shall result in a finding of  
5 "excellent", "successful", "unsuccessful", or "unrated". The criteria and procedure  
6 for the merit evaluation shall be determined by the Registrar of Voters Association.  
7 It shall provide that each chief deputy will be evaluated by the registrar of his parish.  
8 Upon a finding of "excellent" on a merit evaluation, the chief deputy shall receive  
9 a salary increase to the next step until his salary equals the highest step of the  
10 appropriate population range. Upon a finding of "excellent" on a merit evaluation  
11 of each chief deputy whose salary is at the level of step twelve, the chief deputy shall  
12 receive a salary increase of five percent. No chief deputy shall receive more than  
13 five such salary increases.

14 C.

15 \* \* \*

16 (4)

17 \* \* \*

18 (b) Each confidential assistant whose salary is at the level of step one or  
19 higher shall be evaluated as to merit in January. The merit evaluation shall result in  
20 a finding of "excellent", "successful", "unsuccessful", or "unrated". The criteria and  
21 procedure for the merit evaluation shall be determined by the Registrar of Voters  
22 Association. It shall provide that each confidential assistant be evaluated by the  
23 registrar of his parish. Upon a finding of "excellent" on a merit evaluation, the  
24 confidential assistant shall receive a salary increase to the next step until the  
25 confidential assistant's salary is equal to the highest step of the appropriate  
26 population range. Upon a finding of "excellent" on a merit evaluation of each  
27 confidential assistant whose salary is at the level of step twelve, the confidential

1        assistant shall receive a salary increase of five percent. No confidential assistant  
2        shall receive more than five such salary increases.

3                                \*           \*           \*

4        §60. Removal of deputies and employees

5                Subject to applicable civil service law, a registrar may remove any deputy,  
6        clerk, or other employee. However, no registrar who is subject to removal by the  
7        State Board of Election Supervisors pursuant to R.S. 18:53 may remove a deputy,  
8        clerk, or other employee from the time the registrar is made aware that he is subject  
9        to removal until after the State Board of Election Supervisors makes a final  
10       determination on the removal of the registrar.

11                               \*           \*           \*

12       §134. Office hours

13               A.(1) A registrar shall keep his principal office open for business on those  
14        days that state departments are open. A registrar shall observe the holidays that are  
15        provided by law or proclaimed by the governor for state departments. On days that  
16        a registrar's office is open, his office hours shall be from 8:00 a.m. until 4:30 p.m.  
17        Notwithstanding any provision of this Subsection, any registrar may keep his  
18        principal office open during additional hours and on additional days.

19               (2) A registrar may close his principal office on days that state departments  
20        are open only in extreme circumstances. However, on such days the registrar shall  
21        still perform essential functions.

22                               \*           \*           \*

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DIGEST

The digest printed below was prepared by House Legislative Services. It constitutes no part of the legislative instrument. The keyword, one-liner, abstract, and digest do not constitute part of the law or proof or indicia of legislative intent. [R.S. 1:13(B) and 24:177(E)]

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HB 502 Original

2025 Regular Session

Butler

**Abstract:** Provides for grounds for removal of a registrar of voters; for removal procedures when the commissioner of elections raises allegations of conduct subject to removal; for a firing freeze during the pendency of a removal; for evaluations of registrars, chief deputies, and confidential assistants; for pay increases for registrars, chief

deputies, and confidential assistants; and for requirements of a registrar upon the closure of the registrar's office in certain circumstances.

Present law provides the grounds for which a registrar of voters may be removed by the State Board of Election Supervisors (state board), including willful misconduct relating to his official duty, willful and persistent failure to perform his duty, persistent public conduct prejudicial to the administration of the laws relative to the registration of voters that brings the office into disrepute, and conviction of a felony.

Proposed law retains present law and provides additional grounds for removal to include incompetence, consistent under-performance, abuse of leave policies established by the secretary of state, violation of substance abuse policies established by the secretary of state, or a finding of "unsuccessful" on a merit evaluation for two successive years.

Present law provides that if the state board receives a resolution from a parish governing authority accusing the parish registrar of any conduct that is grounds for removal, the state board shall schedule a hearing on the accusations contained in the resolution within 30 days of the receipt of such resolution.

Proposed law retains present law and further provides that if the commissioner of elections raises allegations that the parish registrar has engaged in any conduct that is grounds for removal, the state board shall schedule a hearing on the allegations brought by the commissioner of elections within 30 days of the receipt of the accusations. If the commissioner of elections serves as a regular member of the state board, he shall not serve for the purposes of such hearings and the secretary of state shall designate a member of the Registrars of Voters Association (association) to serve in the commissioner's place and shall notify the state board in writing of any such designation.

Present law provides for 12 salary levels for registrars, chief deputies, and confidential assistants. Provides that each registrar, chief deputy, and confidential assistant whose salary is at the level of step one or higher shall be evaluated as to merit in January. Provides that criteria and procedures for evaluation of registrars are determined by the secretary of state in conjunction with the association and that a registrar is evaluated by the secretary of state. Provides that criteria and procedures for evaluation of chief deputies and confidential assistants are determined by the association and that a chief deputy or confidential assistant is evaluated by the registrar. Requires an evaluation of "excellent" to receive a salary increase to the next step.

Proposed law retains present law and further provides that merit evaluations shall result in a finding of "excellent", "successful", "unsuccessful", or "unrated".

Proposed law further provides that upon a finding of "excellent" on a merit evaluation of each registrar, chief deputy, or confidential assistant whose salary is at the level of step 12, the registrar, chief deputy, or confidential assistant shall receive a salary increase of 5%. Provides that no registrar, chief deputy, or confidential assistant shall receive more than five such salary increases.

Present law provides that, subject to applicable civil service law, a registrar may remove any deputy, clerk, or other employee.

Proposed law retains present law, except to provide that no registrar who is subject to removal by the state board may remove a deputy, clerk, or other employee from the time the registrar is made aware that he is subject to removal until after the state board makes a final determination on the removal of the registrar.

Present law provides that a registrar shall keep his principal office open for business on those days that state departments are open.

Proposed law retains present law and further provides that a registrar may close his principal office on days that state departments are open only in extreme circumstances. However, on such days the registrar shall still perform essential functions.

(Amends R.S. 18:53(A) and (B)(1) and (2), 55(A)(4)(b), 59(B)(4)(b) and (C)(4)(b), 60, and 134(A))