

**OFFICE OF THE MAYOR**

**EXECUTIVE ORDER HM 26-01**

**DEPUTY MAYORS AND SENIOR EXECUTIVE LEADERSHIP**

**WHEREAS**, Article IV, Section 4-101 of the Home Rule Charter of the City of New Orleans vests executive and administrative authority in the Mayor;

**WHEREAS**, the Mayor is responsible for directing the executive branch and ensuring coordinated, effective delivery of public services; and

**WHEREAS**, the Mayor finds that establishing a Deputy Mayor system—used with considerable success in prior administrations—will strengthen strategic coordination across departments, improve accountability for outcomes, and enhance intergovernmental and community engagement;

**NOW THEREFORE, I, HELENA MORENO**, pursuant to the authority vested in me as the Mayor of the City of New Orleans by Section 4-206(3) of the New Orleans Home Rule Charter and other applicable law, **DO HEREBY ORDER AS FOLLOWS**:

**1. Purpose.** The purpose of this Executive Order is to establish a Deputy Mayor system within the Office of the Mayor to:

- improve coordination across executive departments and mayoral offices;
- accelerate delivery of priority initiatives;
- strengthen performance management and interdepartmental problem-solving; and
- ensure clear senior leadership accountability for cross-cutting policy areas.

**2. Effective Date.** This Order shall become effective upon execution.

**3. Establishment of Deputy Mayor System.**

A. The following positions are hereby established within the Office of the Mayor:

1. First Deputy Mayor/Chief Administrative Officer;
2. Deputy Mayor/Chief of Staff;
3. Deputy Mayor of Public Safety;
4. Deputy Mayor of Health and Human Services;
5. Deputy Mayor of External Affairs; and

6. Deputy Mayor of Economic Development

B. Each Deputy Mayor shall report directly to the Mayor and shall be an unclassified appointee, subject to appointment and removal by the Mayor, unless otherwise specified herein or provided by applicable law.

C. The Mayor may assign each Deputy Mayor oversight responsibility for specified departments, offices, and initiatives, consistent with the Home Rule Charter, applicable ordinances, and any mandatory reporting relationships.

**4. General Duties of Deputy Mayors.**

A. Each Deputy Mayor shall:

1. advise and assist the Mayor on planning, policy, operations, and implementation within their assigned portfolio;
2. coordinate cross-departmental initiatives and remove barriers to timely delivery of services;
3. establish measurable goals, track performance, and report progress to the Mayor on a recurring basis;
4. ensure consistent communication between the Mayor's Office and affected departments, including escalation of urgent matters;
5. represent the Mayor as directed in meetings with community stakeholders, governmental partners, boards, and commissions; and
6. perform such other duties as the Mayor may direct.

B. Nothing in this Executive Order shall be construed to limit the lawful authority of any department head or board established by the Home Rule Charter, ordinance, or state law, nor to alter any authority vested by law in the CAO.

**5. First Deputy Mayor/CAO.**

A. The First Deputy Mayor/CAO shall serve as the Mayor's principal assistant officer and be the chief budget officer of the City.

B. Duties of the First Deputy Mayor/CAO shall include:

1. Serve as the City's administrative and operating officer, coordinating the execution of the Mayor's agenda in partnership with the Mayor's Chief of Staff and across all

City leaders and department heads to ensure city services are delivered effectively and efficiently.

2. Translate the Mayor's policy vision and priorities into operational plans with clear benchmarks, measurable outcomes, and performance dashboards to ensure transparency and accountability to the people of New Orleans.
3. Provide leadership and coordination of all City agencies at the direction of the Mayor during emergencies.
4. Oversee essential City departments, most prominently Finance and Budget, Public Works, Capital Projects, Property Management, Safety & Permits, Sanitation, Code Enforcement, Parks & Parkways, Technology, Innovation and Performance Management, and Human Resources, and such other departments and functions as the Mayor and Home Rule Charter designate.
5. Deliver a balanced budget, fiscal stewardship, and resource allocation in collaboration with the Chief Financial Officer. Drive efficiency measures to reduce waste, improve financial stewardship, and ensure accountability to taxpayers.
6. Oversee public works and capital projects that deliver infrastructure maintenance and projects that are high-quality and coordinated with a focus on strong communications to residents. Coordinate and plan for major capital projects and expenditures by convening Public Works, Sewerage & Water Board, Property Management, public utility operators, and other agencies, such as the Regional Transit Authority, Port of New Orleans, and the Aviation Board.
7. Ensure that the Department of Safety and Permits delivers efficient, effective services that foster safety, economic development, and quality of life.
8. Ensure the procurement process is fair, efficient, and delivers best value while expanding opportunity for local and disadvantaged businesses.
9. Oversee technology and information services to ensure City Hall is efficient and innovative and responsive to the needs of the people.
10. Drive accountability and performance management across all City agencies and departments.
11. Drive strategy to make City Hall a great place to work and create a culture of service excellence by overseeing the human resources department and in partnership with the Civil Service department.
12. Ensure the integration of sustainability and resilience principles into city operations.
13. Perform all duties required of the CAO by the Home Rule Charter.

**6. Deputy Mayor/Chief of Staff.**

A. The Deputy Mayor/Chief of Staff will be responsible for ensuring that the Mayor's vision and agenda are effectively delivered to the people of New Orleans, coordinating across city

departments and external stakeholders, and ensuring accountability and performance. This role is a key strategic advisor to the Mayor, ensuring that strategies, communications, and partnerships with elected, business, and community leaders align with the priorities of public safety, economic growth, efficient city services, infrastructure, affordability, and transparent and accountable governance.

B. Duties of the Deputy Mayor/Chief of Staff shall include:

1. Serve as the Mayor’s strategic advisor, coordinating the execution of the Mayor’s agenda across city government in partnership with the First Deputy Mayor/CAO.
2. Translate the Mayor’s policy vision and priorities into strategic plans with clear benchmarks, measurable outcomes, and performance dashboards to ensure transparency and accountability to the people of New Orleans.
3. Act as the Mayor’s liaison to key business, civic, community, and government leaders.
4. Ensure robust community engagement processes are integrated into policymaking for a more transparent and inclusive government.
5. Drive the implementation of community outreach and public-facing reporting to ensure transparency in outcomes and progress.
6. Oversee the development and implementation of transformative projects.

7. **Deputy Mayor of Public Safety.**

A. The Deputy Mayor of Public Safety will be responsible for ensuring that the people of New Orleans receive safe, secure, and resilient communities through coordinated leadership of the City’s public-safety, homeland-security, and emergency-preparedness agencies. This position is charged with developing cross-departmental strategies to protect lives, reduce violent crime, strengthen community trust, and respond and prepare for emergencies and disasters.

B. Duties of the Deputy Mayor of Public Safety shall include:

1. Coordinate and oversee the work of public safety agencies and departments, including New Orleans Police Department, New Orleans Fire Department, and the Office of Homeland Security and Emergency Preparedness.
2. Coordinate with Emergency Medical Services to ensure alignment and efficiency in emergency response.
3. Lead the newly formed Public Safety & Justice Council that will provide a forum for planning and coordination among municipal, parochial, and private sector entities that impact public safety and justice in New Orleans.

4. Lead the city's planning and response to natural disasters, severe weather events, and homeland security threats.
5. Ensure interagency coordination with federal, state, and regional partners on law enforcement, disaster preparedness, and homeland security.
6. Convene Chiefs and department heads (i.e., Police, Fire, and Homeland Security) regularly to set shared priorities.
7. Work with CAO/CFO to pursue funding for public safety staffing, technology, and equipment.
8. Work closely with the Deputy Mayor of Health and Human Services and Superintendent of Police on youth violence prevention strategies.
9. Oversee publication of public safety performance dashboards in coordination with CAO, information technology, and agency heads to increase resident trust.

**8. Deputy Mayor of Health and Human Services.**

A. The Deputy Mayor of Health and Human Services will be responsible for ensuring that the people of New Orleans have access to vibrant community resources that support health and well-being, youth violence prevention, and social drivers of health. This position oversees health services, youth and family programs, and coordinates the City's work with libraries, recreation, parks, and community partners.

B. Duties of the Deputy Mayor of Health and Human Services shall include:

1. Serve as the Mayor's principal advisor on health, youth & family well-being, and community vitality as part of the Mayor's holistic vision for public safety and opportunity.
2. Oversee and coordinate the New Orleans Health Department, Youth and Families programs (i.e., early childhood, youth development, family supports), New Orleans Recreation Department Commission ("NORDC"), and New Orleans Public Library.
3. Public health emergency coordination with the Office of Homeland Security and regional/state health agencies.
4. Develop a citywide "Healthy Communities Strategy" and "Youth Violence Prevention Strategy" integrating health, recreation, and family support services. Work closely with the Deputy Mayor of Public Safety and Superintendent of Police on youth violence prevention strategies.
5. Oversee City public health services in compliance with the City Charter and state/federal regulations.
6. Partner with community clinics, hospitals, schools, and nonprofits to expand health and wellness programming.

7. Direct programs for children, youth, and families including early childhood supports, out-of-school time, mentoring, and violence prevention for youth.
8. Strengthen recreation and cultural programming through partnerships with NORDC and the Public Library system.

**9. Deputy Mayor of External Affairs.**

A. The Deputy Mayor of External Affairs will serve as the City's chief representative to residents, neighborhoods, civic institutions, business and nonprofit partners, and regional stakeholders. This role leads the City's efforts to build trust, strengthen public engagement, elevate resident voices, and ensure transparent communication between the Mayor's Office and the community. The Deputy Mayor coordinates strategic outreach, oversees constituent-facing operations, and guides citywide messaging and relationship management to advance the Mayor's priorities. The Deputy Mayor of External Affairs provides residents, community partners, and civic institutions with clear, responsive, and accessible engagement from City Hall, ensuring that every neighborhood has a voice and every resident can easily connect with and influence the work of their local government.

B. Duties of the Deputy Mayor of External Affairs shall include:

1. Lead the City's external affairs strategy, ensuring consistent, coordinated engagement with residents, civic groups, neighborhood associations, business leaders, nonprofits, and regional partners.
2. Serve as a senior advisor to the Mayor on public sentiment, stakeholder relationships, and emerging issues across neighborhoods and communities.
3. Oversee all constituent-facing functions, including community engagement, coordination across neighborhoods, and resident relationship management.
4. Manage the Mayor's Executive Office operations, ensuring that communication, scheduling, briefing processes, and stakeholder interactions are aligned, efficient, and strategically focused.
5. Direct the City's scheduling and advance functions, ensuring the Mayor's time is used effectively, community visibility is maximized, and events are well-organized and representative of administration priorities.
6. Guide the City's research and public-opinion efforts, ensuring the Mayor and senior leadership team have accurate, timely insights on resident priorities, trends, and community needs.
7. Develop and implement engagement efforts, including town halls, neighborhood meetings, and other approaches to ensure the administration hears directly from residents regarding their priorities.

8. Strengthen relationships with regional partners, including parish governments, regional planning agencies, economic development organizations, and key civic institutions.
9. Ensure transparent communication with the public, coordinating closely with the Director of Communications and departmental leadership.
10. Create systems for tracking resident feedback, ensuring issues are escalated and resolved, and community needs inform policy and operational decisions citywide.
11. Promote equitable engagement practices, ensuring communities historically underrepresented in decision-making have meaningful opportunities to participate.

**10. Deputy Mayor of Economic Development.**

A. The Deputy Mayor of Economic Development will be responsible for delivering economic growth, job creation, and expanded opportunity to the people of New Orleans. This position will develop, implement, and deliver on the city's economic development strategy, including business retention and attraction, workforce development, supplier diversity, neighborhood revitalization, small businesses, entrepreneurship and innovation, and cultural economy.

B. Duties of the Deputy Mayor of Economic Development shall include:

1. Serve as the Mayor's principal advisor on economic development.
2. Lead functions tied to economic growth and opportunity, including the Office of Workforce Development; Supplier Diversity; Cultural Economy (including film and music); Small Business, Entrepreneurship and Innovation; and Revitalization of New Orleans East & the 9th Ward.
3. Develop and implement a citywide strategic plan to encourage growth and reduce barriers for economic development and growth. Lead strategies for business attraction, retention, and expansion.
4. Serve as key liaison to business, civic, and community leaders engaged in economic growth.
5. Serve as the mayoral liaison to boards and commissions, including the Mayor's Economic Development Advisory Council, Aviation Board, Port of New Orleans, BioDistrict New Orleans, Downtown Development District, French Market, New Orleans Tourism Commission, Workforce Development Board, Eastern New Orleans Advisory Commission, Municipal Yacht Harbor Corporation, and Algiers Development District.
6. Coordinate with appropriate agencies to advance projects and attract funding and investments for projects that provide workforce housing and economic development.

**11. Interaction with Charter-defined Officials and Agencies.**

A. This Order is intended to strengthen coordination and accountability within the Executive Branch. It is not intended to modify, reassign, or diminish the powers and responsibilities of any Charter-defined official or the powers and functions of any Charter-defined department or board.

B. Deputy Mayors may convene department heads, require status reporting on priority initiatives, and elevate issues to the Mayor, but shall do so in a manner consistent with applicable law and the Home Rule Charter, respectful of lawful departmental authority; and within the confines of established budget and administrative procedures overseen by the CAO where applicable.

**12. Acting Authority and Delegations.**

A. The Mayor may delegate specific functions, signature authority, or decision authority to a Deputy Mayor as permitted by the Home Rule Charter, ordinance, and applicable law.

B. The First Deputy Mayor shall be the Mayor's primary designee for coordinating executive continuity during the Mayor's temporary absence, subject at all times to the Home Rule Charter and any applicable succession or acting-authority provisions.

**13. Departmental Cooperation.** All department heads shall cooperate with the Deputy Mayors in providing data, briefings, and operational support necessary to carry out this Order.

**14. Dual Officeholding and Dual Employment Compliance; Department Heads Serving as Deputy Mayors.**

A. This Order—and the deputy mayor system established herein—shall be interpreted and implemented to comply with Louisiana Constitution Article X, Section 22 and Louisiana's dual officeholding/dual employment statutes, La. R.S. 42:61, *et seq.*

B. The Mayor may designate a person who also serves as a department head to serve concurrently as a Deputy Mayor, and such designation shall not be deemed to create impermissible dual full-time appointive offices or dual full-time employments, provided that:

1. the City structures compensation and appointment paperwork so that the Deputy Mayor designation is treated as (i) additional duties within the person's existing City employment/appointive role, or (ii) an employment assignment that does not result in the person holding two full-time positions prohibited by law; and

2. any department head appointment remains subject to all Charter, ordinance, and Council-confirmation requirements applicable to that department head position, independent of this Order.

C. When the head of a department established by the Charter is designated as a Deputy Mayor, that designation is not intended, and shall not be construed, to create a separate “appointive office” established by charter or ordinance, but shall instead constitute an additional designations and assignment within the Office of the Mayor.

D. Concurrently with any dual designation under Section 15(B), the City Attorney (or designee), in coordination with the CAO and Human Resources, shall conduct a compliance review, including consideration of any “incompatible offices” restrictions that may apply if two roles are deemed offices under law.

15. **Severability.** If any provision of this Order is held invalid, the remaining provisions shall remain in full force and effect.

16. **Duration.** This Order shall remain effective until amended, rescinded, or terminated in accordance with applicable law.

**WITNESS MY HAND AND SEAL THIS 12TH DAY OF JANUARY, 2026 AT NEW ORLEANS, LOUISIANA.**

---

**Helena Moreno**  
**Mayor**  
**City of New Orleans**