

# OLD DOMINION UMPIRES ASSOCIATION

## Association Policies and Procedures for 2010

### *Meetings and Clinics*

Members are expected to attend all meetings and clinics. All Active and Probationary members are allowed to miss one meeting without being subject to a fine. An Active or Probationary official will be fined \$15.00 for the second missed meeting; \$30.00 for the third missed meeting; and a full Varsity game fee for a fourth miss. Missing a fifth meeting, in one season, will result in the member being "not in good standing" and a loss of his/her remaining games. Reinstatement is subject to an acceptable appeal to the Board.

### *Scrimmages*

All Members are required to attend and participate in at least two (2) pre-season scrimmages that are self-selected or assigned by the Commissioner or his designee. Participation means working no less than two full innings or acting as an evaluator for no less than six full innings. If a scrimmage is cancelled, then the umpire has the obligation to attend another scrimmage. Do not wait and expect to only work the last scrimmage assignment. If it gets rained out or cancelled, then you will not get a second chance to make it up. Failure to show up at a self-selected or assigned scrimmage will result in a fine equal to the equivalent game fee. All scrimmages will be worked without pay.

### *Uniforms*

See separate document for official uniform description. Failure to wear the proper uniform will result in a fine equal to one half (1/2) of the game fee. All scrimmages should be worked in the proper uniform, with the possible exception of the New Members who have not received their order.

### *Phone Calls*

1. The Umpires must call their partner at least 24 hours (recommended 48 hours) prior to the game to confirm date, time, and location of the game, and where to meet at the school or field (which parking lot, etc.). If email is your preferred method of communication, then the email must be sent at least 72 hours prior to the game. If the email has not been replied to by the 24-hour mark, then make the phone call.
2. If one Umpire leaves a voice message, then the other Umpire will return the call IMMEDIATELY once he receives the message, even if that person is no longer assigned to the game.
3. If you have not heard from your partner at 24-hour mark, then call again.
4. If you are taken off of a game or turn one in, call your 'old' partner immediately and let him know that you are no longer in that game.
5. If you are given a 'fill-in' game that was not on your original schedule, the Commissioner will give you your new partner's name. Call your partner immediately to inform him that you are now in that game.
6. If you call your partner and find out that person is no longer in the game, allow your 'new' partner time to call you. If you have not heard from him by 24 hours prior to the game, then call the Commissioner to find out who your new partner is.
7. If you discover that your 'known' partner is no longer assigned to the game, call the Commissioner immediately. Don't wait until the day of the game to call the Commissioner.
8. If there is no communication between the two umpires, and/or the Commissioner, and a game assignment is missed, someone WILL be fined.

## *Game Availability*

All Varsity umpires are expected to make themselves available for at least one game per week (on average) during the American Legion season.

## *At the Game Site*

1. Your uniform should be clean and pressed, your shoes shined. Your appearance should be neat and professional.
2. Find your partner, both should park as close to each other as practical.
3. Let the coaches know that you are there.
4. Conduct a pre-game conference with your partner, and then move onto the field five minutes before game time.
5. Remember, for High School baseball, **NO PLAYERS ARE TO BE ON THE FIELD DURING THE PRE-GAME PLATE MEETING**. Having players on the field during the plate meeting **WILL** result in a fine.
6. No fraternizing with coaches or players, be professional and courteous at all times but do not socialize.
7. Stand at attention during the National Anthem, with hat over your heart.
8. At end of the game return all the baseballs to the home team and leave the field together. You arrived as a team and should leave as a team.

## *Penalties*

1. If any member, after accepting a game assignment, finds himself unable to fulfill the assignment, he must turn the assignment back to the Commissioner/Treasurer at least 48 hours prior to the scheduled game, unless there are extenuating circumstances. Failure to turn in the game within 24-48 hours of its scheduled start time will result in a fine of one-half of the fee for the assigned game. Failure to turn in the game within 24 hours of its scheduled start time will result in a fine equal to the full game fee.
2. Any member who fails to appear for a scheduled assigned game accepted by him shall be fined the amount of the game fee, unless he gives an acceptable excuse to the Executive Board. If an umpire works a game by himself because another umpire failed to keep an assignment, and the umpire working the game followed all procedures, he shall receive a Bonus of  $\frac{1}{2}$  of the assigned game fee in addition to the assigned game fee for a total of  $1\frac{1}{2}$  game fee.
3. Umpires shall arrive at the field facility no later than 30 minutes prior to the scheduled game time and shall be present on the field no later than 5 minutes prior to the scheduled game time. Failure to comply shall result in a fine of not more than  $\frac{1}{2}$  of the assigned game fee, at the discretion of the Executive Board.
4. The complete uniform shall be clean, neat, and pressed. Shoes shall be clean and polished. If any umpire is reported out of official uniform, he shall be assessed a fine of not more than  $\frac{1}{2}$  of the assigned game fee, at the discretion of the Executive Board.
5. All Active and Probationary members are allowed to miss one meeting without being fined. An Active or Probationary official will be fined \$15.00 for the second missed meeting; \$30.00 for the third missed meeting; and a full Varsity game fee for a fourth miss. Missing over four meetings in one season will be cause to automatically suspend an official and any remaining matches on his schedule will be rescinded.
6. No member shall use tobacco products while on the premises of the baseball field. Failure to comply shall result in a fine of not more than  $\frac{1}{2}$  of the assigned game fee at the discretion of the Executive Board and such use may be grounds for suspension at the discretion of the Executive Board.
7. The Commissioner/Treasurer shall notify members of all fines. Notification can be in the paysheet distributed by electronic means. Any fine may be appealed in writing to the Executive Board within fourteen (14) days after the date of notification from the Commissioner/ Treasurer. The date of the e-mail will be the start of the fourteen day appeal window. Appeals should be directed to the Judicial Committee.
8. Fines may be deducted from the next invoice due to the affected member or may be required to be paid by the member, at the discretion of the Executive Board.
9. Members shall maintain a proper sense of decorum at all sporting events, whether they are working as umpires for the event or not. Failure to do so may result in monetary penalties in terms of game fees and/or suspension from assignments by the Association, as determined by the Executive Board.
10. Any person who is convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child shall be ineligible for membership and if already a member shall by such conviction be removed from membership. Any games which have been assigned to that member shall be

withdrawn from such former member and re-assigned. Membership may be reinstated in the event that the sex offender status is reversed by the initial court, or overruled on appeal, at the discretion of the Executive Board.

11. No member other than the Commissioner or his designee shall assign officials to any level of play in any scholastic or Legion baseball entity with which ODUa has a contractual relationship; or to which ODUa has offered a contractual relationship, nor shall any member accept any such assignment from anyone other than the Commissioner or his designee. This paragraph shall not prevent any official from having a dual relationship with more than one certified VHSL assigner. Each violation of this paragraph shall result in a fine equal to five (5) Varsity games and/or suspension, at the discretion of the Executive Board.

### *Fine Structure*

#### Offense Fine

1. No-Show to an assignment - Game Fee
2. Turning in an assignment on the day of the assignment - Game Fee
3. Turning in an assignment the day before the assignment - ½ Game Fee
4. Turning in an assignment with more than one day notice:

First time none

Second through sixth time 10% of assigned game fee

Seventh time and over 20% of assigned game fee

For turnback purposes, multiple assignments at the same site on the same day shall be counted as one turnback. The turnback fine shall be charged on all games turned back to the Commissioner after the first turnback. The turnback fine does not override or preclude the fines stated in the fine structure above.

Members can apply to the Board of Directors for a hardship waiver of a turnback fine.

4. Late to a game assignment (arrive on field after start) - ½ Game Fee
5. Not wearing proper Uniform - ½ Game Fee
6. Wearing the ODUa Uniform at non-ODUa function ½ Varsity Game Fee
7. All Active and Probationary members are allowed to miss one meeting without being fined. An Active or Probationary official will be fined \$15.00 for the second missed meeting; \$30.00 for the third missed meeting; and a full Varsity game fee for a fourth miss. Missing over four meetings in one season will be cause to automatically suspend an official and any remaining matches on his schedule will be rescinded.
8. Failure to contact your partner and he misses the assignment - no Bonus Pay for working alone.

Note: Offences listed above may be reported by any member of the Association, or reported to any Executive Board Member by a Coach or an Athletic Director. All fines are subject to verification and may be appealed.

### *Appeal Process*

Unless otherwise noted above all appeals should begin with the Judiciary Committee. An appeal must be in writing and must be made within 14 days after the date of notification of an infraction or fine. Judiciary Committee decisions can be appealed to the Board of Directors and Board decisions can be appealed to the full membership. It is the responsibility of the applicant to notify the Secretary of any appeal to the full membership so it can be added to the agenda for the next meeting.