

# Portland Area Senior Softball League (PASS) League Policies and Procedures

\*\* Changes are in Red

## Policies and Procedures

as of 4 November 2022

### 1. General

- A. The PASS softball season will be divided into two segments: a summer season which will normally start the first week of May and a fall season which will start in September. The Delta Park season will last for 20 weeks while the NCP Recreational and Competitive will be 18 weeks. The fall season for NCP Recreational and Competitive will be 9 weeks, weather permitting. There will be no Delta fall season. The league's registration form will contain specific dates.
- B. A player must be at least 65 years of age or older (Delta Park Recreational Division), 62 years of age or older (North Clackamas Recreational Division) and must be at least 61 years of age or older (Competitive Division), as of the playing year, as set by the Board of Directors. A ballplayer will be deemed a registered league member once a registration form is received and fees are received for each division in which he/she wishes to participate.
- C. Payment of the registration fee entitles the ballplayer to participate within his/her division and league activities and programs for the duration of the season. All Divisions will charge \$50 for ballplayers who did not register by the summer season deadline up until the 8<sup>th</sup> week of the season. After the 8<sup>th</sup> week, ballplayers who register will be charged \$25 for the remainder of the season. During the fall season, both the NCP Recreational and Competitive will be charged \$25 for ballplayers who did not register by the fall season deadline up until the 4<sup>th</sup> week of the season. After the 4<sup>th</sup> week, ballplayers who register will be charged \$10 for the remainder of the season. Ballplayers must pay a separate registration fee for each division in which they participate. Registered players who are 80 or older by the end of the calendar year (31 December) will not have to pay a registration fee.
- D. All Team Managers will be appointed and approved by the Board of Directors. Team Managers will serve in that capacity for one season, unless removed with or without cause by the Board of Directors. Team Mangers and their assistant coaches may be invited to attend board meetings.
- E. All rules change proposals must be submitted, in writing, to the Administrator at least one week prior to fall scheduled board meetings and must be listed on the meeting agenda.
- F. All protests must be submitted in writing, within 72 hours of event, to the League Administrator, outlining the teams involved, the umpire involved, the basis for the protest, and the rule whose interpretation is being challenged.
- G. Schedules will be drafted by the League Scheduler showing the fields, dates, and times for each game. Additionally, team rosters will be provided to each Team Manager.

- H. The Board of Directors shall determine the type of tournament and/or play-off that will be conducted at the end of the season, if desired.
- I. The Team Managers, with Board of Directors approval, will determine the brand and core for the softball. All divisions will use the Trump Stote: 44 core - 375 psi softball. The Division Commissioner will be responsible for ensuring that two new softballs and the strike mat are delivered to each field prior to the start of competition.

## **2. Insurance**

Prior to the start of each softball season, the Board of Directors will authorize the purchase of liability/accident insurance. The League Scheduler will contact the SSUSA insurance representative and arrange for league coverage. Once approved, the Scheduler will provide a copy of the "Certificate of Liability" to the administrator, and the softball fields coordinators (Delta & NCP). The invoice will be sent to the Treasurer for payment. The policy will provide coverage from 1 January to 31 December of the current season. The purchase of insurance will provide protection against liability/accident claims against the league. The policy will cover both legal costs and any legal payouts for which the league would be responsible if found legally liable.

## **3. Ballplayer Evaluations**

For the purpose of team equity, all players will be rated based upon their playing skills. The ratings will be done by the Team Managers and will be kept confidential except to the Team Managers and the Board of Directors. Players will not be advised of their assessed skill rating.

Players will be rated based on their demonstrated performance in past years or upon observations of knowledgeable associates. The rating categories will be A, B, C, D, and E with A being the top rating. During the last weeks of the summer season, each Team Manager will be provided a team evaluation form along with a ballplayer rating criteria standard. The Team Managers will review the skill level of their roster players and determine the appropriate rating category for each team member. Once completed, they will be provided to our ratings statistician who will prepare a master roster of ballplayer ratings and draft cards which will be used in next year's draft. (See attached Evaluation Form & Criteria). Below is a listing of evaluation criteria:

- 1 - Running Capability      2 - Fielding Capability      3 - Throwing Capability
- 4 - Hitting Prowess      5 - Power Hitting Capability

\* Pitching Control will be evaluated but not included in total score

As in any system there is bound to be a difference of opinion as to the overall rating of individuals. Therefore if a Team Manager disagrees with the rating established by the league, he may query his division's managers and division commissioner for a reassessment. If the majority of managers agree that a change is warranted, the league rating roster will be changed and the individual who maintains the ratings roster will be notified.

## **4. Seasonal Ballplayer Draft**

Each year in the spring, the Board of Directors will conduct a ballplayer draft which will determine the team rosters for the up-coming season.

Prior to the draft, each Recreational Division Team Manager may select ONE assistant manager plus one reserve player. In the Competitive Division, the Team Manager may select ONE assistant manager plus reserve TWO additional players. If the Team Manager is a non-player, he may select one more reserved ballplayer. The selected ballplayers will be exempt from the draft and may attend the draft. The Assistant Manager will represent the team in the absence of the Team Manager.

The Recreational Division: The maximum number of “A” rated players that a team may have going into the draft is two (2). The draft starting point will be based on the composite rating score for each team. For example: team #1 has 6 points, team #3 has 7 points, and team #7 has 4 points. The starting sequence would be team #7, followed by team #1 and then team #3. All ties in points will be resolved by a high card draw (playing cards). The point systems is A – 5, B – 4, C – 3, D – 2, E – 1. Now that the starting point is determined, the first round will be down the river. Each Team’s Points will be recalculated after each round and the drafting order will be readjusted. The remaining rounds will be down the river (1-X, 1-X, 1-X, etc.).

The Competitive Division will use the point system to start the draft only for the first round (1-X). After the first round, the teams will “snake” (X-1, 1-X, X-1, etc) for the remainder of the draft. The Team Managers may select any player from any skill level during their turn. Effort will be made to respect the desires of players who wish to participate on the same team.

The draft will continue until all registered players are selected or until rosters are filled. The first stage of the draft will start with the selection of all A listed players followed by B, etc. This process will continue until all players who paid their registration fee prior to the registration deadline are drafted. Players signing up after the deadline will be posted on a “Substitute List” which will be used by Division Commissioners and Team Managers to fill vacancies as they occur.

The League Secretary will prepare and distribute team rosters and substitute lists to all Team Managers, which will include player contact information. Contact information will be limited to the player’s name, phone number, and email address. No personal information or a physical address will be included.

## **5. Cancelling games due to poor weather conditions**

On game day, **League Administrator** will contact Delta Park – Owens Sports Complex/North Clackamas fields to check for safe playing conditions. If the fields are unplayable, he/she will post the decision at approximately 8:15 a.m. on the weather lines listed **below and the website**. When a game has been cancelled, Team Managers are requested to call their team members and advise them of the decision either by email or phone. If a go/no-go decision has not been posted by 8:15 a.m., then the games are assumed to be on. A cancelled game will be rescheduled in coordination with the League Scheduler and the affected Team Managers.

Delta Park Weather Line: 503-823-3020, Option #3

North Clackamas Weather Line: 503-742-4343

When a game is interrupted by heavy rains/lightning, the appropriate Division Commissioner will consult with the Team Managers and call a 10-minute game suspension to see if conditions improve. After the 10-minute delay, the playing safety level of the fields will be evaluated, and a

decision to resume play or cancel the game will be made. The Division Commissioner will make that decision based on recommendations from the Team Managers. If 5 innings (4 1/2 innings if the home team is ahead) have been completed, the game will be declared complete, and no reschedule will occur.

**6. Player Conduct**

The policy of the PASS League is that any action by a member of the League considered **unacceptable** (for example: physically threatening another player or umpire, persistent use of obscene language, baiting opposing team members) will not be tolerated. If such action is observed and brought to the attention of the Team Manager, he/she will address the situation immediately before play continues. If the Team Manager cannot resolve the issue, it will be brought to the attention of the Division Commissioner for resolution. The Division Commissioner has full authority to issue a warning (verbally or written at his/her discretion) or remove the player from the field. Subsequent violations by the same player, may result in a two-week suspension from playing in any league activity. If the Division Commissioner cannot resolve the issue, he/she will bring the situation to the attention of the Administrator. The Administrator will appoint an Ad-hoc Committee of two disinterested Team Managers who will analyze and evaluate the issue and make a recommendation to the Administrator. The Administrator's decision will be final. Should the disruptive behavior be significant and/or threatening, in the opinion of the Administrator, a Special Meeting of the Board of Directors will be convened. The Board of Directors may issue a letter of immediate dismissal based on the recommendation of the Administrator. This action must be based on a majority vote by a quorum of Board members present at the meeting, and all Board members in attendance will sign the dismissal letter.

**Approved by the Board of Directors**                         **(date)**

                      
**(date)**  
**William Tidd**  
**Administrator**

                      
**(date)**  
**J. P. Morgan**  
**Secretary**