



C S O A Los Angeles Unit
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2010 Policies and Procedures

PLEASE READ THIS LETTER COMPLETELY. It contains very important information, which You are responsible to know in order to become and remain a qualified member of the CSOA L.A. UNIT

PROFESSIONALISM

As many of you already know, the game fees for the 2010 season are as following; varsity plate fees \$67 varsity bases \$65 and non-varsity \$70.

We must conduct ourselves in our roles as independent contractors in a more business-like and professional manner. .

The Board is insisting that you:

- ◆ Be Qualified
- ◆ Know the rules and mechanics
- ◆ Call the school and confirm your game assignments
- ◆ Show up to your games on-time (15 minutes before game time)
- ◆ Wear the proper uniform and equipment
- ◆ Carry your own personal liability insurance

REQUIREMENT IN BECOMING A LOS ANGELES UNIT MEMBER

To register as a member of the CSOA Unit for the 2010 season, you must complete and/or return the five following items:

- ◆ **Membership Dues:** Each member's financial obligations:
 - ✓ November 16-November 30, 2009 \$75.00 After November 30,2009 \$85.00.
 - ✓ All dues must be paid by 12-05-09 (no exceptions) **NO DUES PAID! NO KITS ORDERED!!**
- ◆ **Overdue Fines and/or Fees**
Any past-due fines and/or fees of any type from prior seasons (no-show, assignor fees, bounced check, etc.) are due and payable along with the current season's financial obligations. Members with any past-due debts are Non-Qualified until their debts are paid.
- ◆ **Registration/Availability Form** Original copies must be completed in full and returned on time. No copies.
- ◆ **Agreement Acknowledging Status as an Independent Contractor, Waiver and Release of Liability and Agreement to Furnish Own Personal Liability Insurance.** As a mandatory condition for membership in the Los Angeles Unit, all members must sign and return this document.

◆ **Personal Liability Insurance**

It is a mandatory condition of membership in the L.A. Unit that all members have some form of personal liability insurance, which provides coverage while officiating. You have until February 17, 2009 to provide proof of this insurance or you will not receive assignments.

There are three ways to obtain insurance specifically designed to cover official's liability while officiating:

Join NASO (\$94/year) and automatically receive \$3 million in liability insurance.

Join the National Federation Officials Association (\$40 year) which includes \$1 million in general liability insurance?

Join the Amateur Baseball Umpires Association (\$45/year) which includes

- \$1,000,000 General Liability Protection
- \$25,000 Accident Medical Protection
- \$50 per game Loss of Game Fee Benefit with \$2,000 Maximum

YOUR OBLIGATIONS AS A LOS ANGELES MEMBER

After you join the L.A. UNIT, the California Softball Officials Association requires that all members fulfill a set of annual requirements:

Classroom Instruction: *Members* must attend all required classroom meetings.

- ◆ **Field Clinic:** All members must attend all scheduled field clinics to which they are assigned.
- ◆ **PreSeason Study Guide:** Score a minimum of 80% on the pre-season, open-book study guide.
- ◆ **Qualification Exam:** Score a minimum of 80% on the closed book, multiple-choice Qualification Exam.
- ◆ **Financial Obligation:** All members must, at all times, meet their financial obligations, including membership dues, fines and fees.

IF YOU ARE MORE THAN FIFTEEN MINUTES LATE TO A MEETING OR CLINIC YOU WILL NOT RECEIVE CREDIT.

MEETINGS ARE HELD AT Dorsey High School 3537 Farmdale Ave, Los Angeles, California 90016, alternate meeting site is Baldwin Hills Park 5401 Highlight Place, Los Angeles, California 90016, TBA

- ◆ Accepting games which conflict with scheduled classes does not excuse you from attending the required number of meetings. Games do not take the place of meetings.
- ◆ All meetings must be attended in their entirety. If you cannot, you must make-up the entire meeting on another date. Classroom disruptions will not be tolerated. If you cannot attend the required number of hours, you will be Non-Qualified to officiate Los Angeles High School Softball.

YOUR STATUS

It is your responsibility to know your own status during the season as it pertains to whether or not the Unit's records indicate that you meet the Qualification requirements. Attendance and test information for all members will again be available at each week's meeting.

BOUNCED CHECKS

Any member whose check is returned by their bank unpaid for any reason immediately becomes Non-Qualified, all assignments are rescinded and future payments required by cashier's check or money order.

Returned checks will be charged a \$25 Unit fee plus any bank charges and may also be turned over to a collections/credit agency. California Civil Code, Chapter 522, Section 1719, stipulates that the unit may also initiate legal proceedings to collect up to three times the amount of the bad check.

LOS ANGELES UNIT CONSTITUTION AND BY-LAWS

A current copy of the Unit's Constitution and By-Laws can be found on the Los Angeles Unit's web site. It is especially important that you read and understand the Unit's "No-Show, Late-Show and Trading Games" policies and penalties:

- ◆ **Accepting Games From School:** Under no circumstances are you to accept games from schools, A.D.s. or Coaches. Your schedule will be pulled. **This will officially remove you from playoff consideration.**
- ◆ **First No-Show:** A fine equal to the game fee. Your schedule will be pulled on a weekly basis until no-show fine is paid. **You may be removed from playoff consideration.**
- ◆ **Second No-Show:** Remaining schedule pulled permanently for remainder of season. Not eligible for assignments until next calendar year. No refund of dues will be issued.
- ◆ **Late to an Assignment:** First offense, 1/2 of the game fee. Second offense, full game fee and official remove themselves from playoff consideration. **Third offense... remaining schedule pulled permanently for remainder of season and not eligible for assignments until next calendar year. No refund of dues will be issued.**
- ◆ **Giving or trading Assignments:** You may not "trade" or "give" away any assignment without contacting the Assignor, Instructional Chair, or President. An official who "gives" or "trades" any assignment(s) to any Non-Qualified official will have all remaining assignments pulled from their schedule and will forfeit their membership dues.
- ◆ **Turning Back a Game to Assignor. If the game is one you accepted there is a \$5.00 fee. This fee is due and payable to the assignor within seven (7) days. Failure to pay the assignor this fee will result in the removal of your schedule until the fee is paid in full. The assignor reserves the right to cancel the fee upon his choosing.**

APPOINTMENTS TO THE BOARD

There are two positions of the Board that are appointed, Instructional Chairman and Assignor. If you are interested in one of the two positions, you must apply in writing to the Unit's Secretary or President no later than July 1 of each year.

Contacts: President - CeCe Blevins Cell- 310-220-9428
Instructional Chair - Billie Small Cell- 909-728-8377
Secretary-Treasurer/ Assignor- Beverly Myers Cell- 323-363-1014-Hm- 323-293-5308
Bus- 323-757-1844