



*Continuing the Little League tradition of making it "safer for the kids."*

**Start Now!**

## More Opportunities in '02

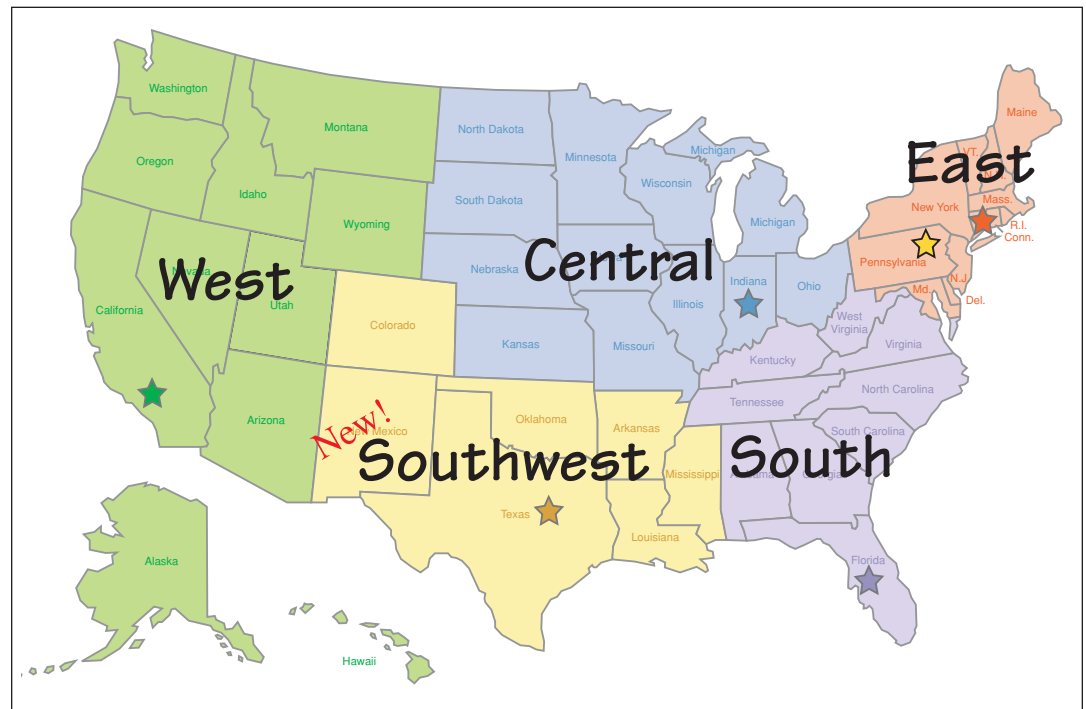
### **New Region brings new chances for trip to World Series**

Little League is opening more doors to get kids into the game, and is hoping to advance some key programs along the way.

The reorganization of the four LLB regions into five regions — Central, East, South, West and now the Southwest regions — will also expand the number of winners attending the Little League World Series this August. The league safety officer and president of the league submitting the best implemented safety plan in each region are selected to attend the World Series and vie for the national grand prize: a Musco lighting system for a 200-foot field.

So the field of winners brought to Williamsport will grow to five this year, as the safety plans within each of the five regions are compared to determine the best safety programs. The deadline for submitting your plan is again May 1, 2002.

This year, 13 minimum requirements must be met to qualify for the 20 percent credit on league's CNA Little League player accident insurance premium. An additional requirement calls for leagues to have all volunteers fill out a Volunteer Application Form, which allows for background checks to ensure volunteers don't have child-sex offenses or other criminal offenses which would make them unsuitable to supervise or interact with children.



#### **Judging the Safety Plans**

All safety plans are considered for their ability to reduce injuries and raise safety awareness among the three key groups: participants, volunteers and fans.

Key points to consider and implement:

- How does your league involve players in safety?
- How are coaches/managers trained in first aid and safety awareness?
- How are parents educated on LLB philosophy to support all players and appropriate conduct?
- How does your plan involve community members to achieve increased safety?
- Finally, use teamwork to achieve safety, build cooperative efforts and long-term plans to address issues which will impact safety for all involved.

# Check backgrounds for kids' sake

*An important message from  
Little League President and CEO  
Stephen D. Keener*



Dear Little League volunteer:

Little League regularly receives inquiries from volunteers on the best way to conduct background checks on volunteers. While each league must decide for itself whether to implement background checks, some form of screening process is highly recommended by Little League.

The primary purpose of these investigations is to determine if the potential volunteer is a known child-sex offender. Volunteers should NOT believe that the “normal” operation of a Little League program or team does not lend itself to one-on-one contact, or the possibility of an incident.

It is true that incidents of sexual abuse by a Little League volunteer against a Little Leaguer have been, thankfully, extremely rare. However, there have been cases alleged over the past few years in which Little League volunteers have used their positions of authority in the local Little League to lure young people into situations of sexual abuse. We need to work together in order to eliminate, to the best of everyone’s abilities, the potential for any sex offender to participate in any official capacity in a local Little League program.

Background checks of a general nature can also be helpful, as they may uncover theft or embezzlement in a person’s criminal history, which may preclude that person from becoming the league treasurer. When a conviction for a crime is discovered, each local league must decide for itself whether the conviction should prevent that person from having a particular position within the local league.

Often, the best source of information on these matters is the Attorney General in your state. Little League has contacted the Attorneys General from all U.S. states and territories to inquire about the best way to conduct these types of inquiries.

Little League has also researched all state and territorial official web sites to determine if that state or territory has a searchable database for sex offenders, or

if there are any published guidelines on background checks. At least 30 states have at least some sex offenders listed in a searchable Internet database.

The result is a database of information on U.S. states, the District of Columbia, and U.S. territories, providing the Attorney General’s opinion (in most cases) on the best way to conduct a background check in that state. This also allows a

local league to access the database of another state (if that state has the searchable Internet database) in the event a potential volunteer moves in from that state.

You can access the Little League database here:  
**<http://www.littleleague.org/allabout/backgroundchecks.htm>**

It must be understood that NO system of background checks can be considered absolutely reliable in preventing the participation in local leagues of those who do not have the best interests of the children in mind. However:

- Use of the Little League Volunteer Application, which is one of the minimum mandatory requirements for a qualified ASAP program in 2002 (use the form on page 3, or download it here: **<http://www.littleleague.org/forms/index.htm>**), AND
- Adherence to the guidelines in the Little League Child Protection Program (detailed here: **<http://www.littleleague.org/allabout/childprotect.htm>**), AND
- Use of the Little League Background Check database of information from U.S. states and territories, **<http://www.littleleague.org/allabout/backgroundchecks.htm>**

could help prevent a tragedy in the future.

Please take time to review the new database as you prepare for the 2002 season. As always, thank you for your dedication to the children of your community, and best of luck in 2002.

Sincerely,

**Stephen D. Keener  
President and Chief Executive Officer  
Little League Baseball, Incorporated**



# Little League Volunteer Application

(Use any paper to complete if additional space is required)

Name \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_ Job Title \_\_\_\_\_

Employer \_\_\_\_\_ Email address \_\_\_\_\_

Address \_\_\_\_\_

Special professional training, skills, hobbies \_\_\_\_\_

Community Affiliations (Clubs, Service Organizations, etc.) \_\_\_\_\_

Previous Volunteer Experience \_\_\_\_\_ Year \_\_\_\_\_

(Including Baseball/Softball Experience) Year \_\_\_\_\_

Do you have children in the program?  Yes  No If Yes, at what level? \_\_\_\_\_

Special Certification: i.e. CPR, Medical, etc. \_\_\_\_\_

Do you have a valid Driver's License?  Yes  No

Accident or Traffic Violations?  Yes  No If yes explain: \_\_\_\_\_

Have you ever been convicted of any crime(s)?  Yes  No If yes, describe each in full: \_\_\_\_\_

Have you ever been refused participation in any other youth programs?  Yes  No If yes, explain: \_\_\_\_\_

In which of the following would you like to participate? (Check one or more.)

League Official  Coach  Umpire  Field Maintenance

Manager  Scorekeeper  Concession Stand  Other: \_\_\_\_\_

I give permission for the Little League organization to conduct a background check on me which may include a review of criminal and child abuse records maintained by governmental agencies. I understand that if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that regardless of previous appointments I may not be appointed to a volunteer position. If appointed I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors.

Applicant \_\_\_\_\_ Date \_\_\_\_\_ Applicant \_\_\_\_\_  
(Signature) (Please Print)

**NOTE:** The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, sex or sexual orientation, or disability.

# Where do YOU start?

If you are a new safety officer, without a safety plan, getting started can be an imposing task.

Here are some suggestions to get you started toward having a quality safety plan:

## General facility safety

- Go down to the fields when no one's playing. Walk around as if you've never been there before. Walk the fence lines, walk the base paths, check home plate and the dugouts. Look around the parking lot. Think of yourself as a visitor, and see what you find. Then go back to the park again when the kids are playing. See how the fields are prepared and what happens when the game starts.

Once you go through that process, do anything a child might. Turn on the water faucets, or chase a foul ball. Don't just go through the motions, really think about it.

## Develop training opportunities for your entire league

- Start with the managers and coaches, and supply them with first aid training as well as fundamentals training. The Emergency Management Training Program is a good, free first aid course offered by LLB in Williamsport; call 570/326-1921 and ask for Judy Knittle or Jim Ferguson. Talk to local high school or college coaches about giving training of baseball and softball fundamentals. Consider opening it up to the players for additional impact.

## General safety ideas

- Have all volunteers, especially coaches and managers, fill out the Volunteer Application Form to allow your league to conduct background checks.

- Get players, parents, coaches and other volunteers to participate in looking for safety issues. "Many hands makes light work."

## May 1 deadline

Want to earn the 20 percent credit on your CNA Little League player accident insurance?

**Make sure you submit a qualified safety plan, with the 13 requirements implemented, as well as a completed facility survey by May 1, 2002.** See the 2002 Safety Officer Manual on CD for requirements. Didn't receive your copy? Call LLB, 570/326-1921, or the ASAP Hotline, 800/811-7443, to request a copy. Please leave your name, league and address.

## Tips for new safety officers

Following are tips for new safety officers.

### 1. Familiarize yourself with:

- A. The Little League Baseball Operating Manual
- B. The Safety Code in every rule book
- C. Insurance policies and reporting procedures
- D. Current League Safety Officer Manual on CD and LL web site ([www.littleleague.org](http://www.littleleague.org))
- E. ASAP Hotline 800/811-7443 and ASAP News newsletter
- F. *A Year in the Life of Hometown Little League*

### 2. Prepare for:

- A. Training opportunities at Regional Headquarters
- B. Facility, lighting and equipment inspections
- C. Manager and coach's training to be conducted pre-season
- D. First aid training for managers and coaches

### 3. Gather support from:

- A. Board of Directors — request to be placed #1 on each meeting's agenda
- B. Hospitals, local professional sports organizations, health and physical educators and safety professionals
- C. Experienced managers and coaches from every division
- D. Local high school and college coaches

### 4. Adopt/Develop:

- A. An effective communications system
- B. A reporting system for umpires, managers, field maintenance, concession stand, parents and players
- C. A safety philosophy and a safety slogan; Example — SBLL Plays It Safe. Use on your league letterhead and display prominently at the athletic complex

And finally, become visible, i.e. safety officer reports at or consults with every training, meeting or seminar conducted.



# Lighting guidelines

Starting a new season, one of the overlooked areas may be lighting audits for your fields. According to the Little League Operating Manual, lights on fields which have night games must be checked and a Lighting Safety Audit performed prior to the start of the season as well as prior to tournament play each year, to ensure the lights meet Little League Standards. A copy of this audit must be submitted to your DA. Check the Operating Manual for details, but here are some key points:

## Lighting

Lighting is measured in both quantity and quality. Little League Standards call for 50 footcandles infield and 30 footcandles outfield (maintained). Lamps will naturally depreciate with time, so initial light output will be higher until the lamps have ‘burned in’ on a new system.

The smoothness, or uniformity, of the lighting is also important, so the standards call for 2.01:1 uniformity on the infield and 2.5:1 uniformity on the outfield. This is a ratio between the lightest and darkest points on the field.

## Electrical

Electrical safety includes checking for exposed wires and loose connections on external conduit. Machinery can bump electrical conduit connections loose, leaving wires exposed and players at risk. Pull on the conduit to check for looseness and damage and repair accordingly.

## Structural

For systems which still have wooden poles, extra attention is required to ensure they won’t fail. Wood is subject not only to twisting and misaligning fixtures, but can deteriorate from weather, insects or woodpeckers. Core testing can reliably determine poles’ soundness.

Steel poles should be inspected for rust or corrosion, especially at connections and fasteners. Use binoculars to look at crossarms and their attachments for signs of movement or corrosion. Inspect all exterior conduit. Twisted conduit can be a sign of poles moving, which can misalign fixtures and require fixture reaiming to correct.

## Maintenance

Cleaning lenses and reflectors as well as replacing broken lenses will help your field meet standards. Burned out lamps should be replaced, or if your entire field’s light levels are low, you might need to replace all the old lamps. Lamp fixture housings should show no signs of cracks or leaks. Fuses should be checked and replaced as needed.

*For more information on lighting standards, contact Little League Headquarters at 570/326-1921.*

## Question of the Month:

*“I have a question about light poles: If a league has a defective wooden light pole, can it be replaced by a wooden pole, or does it have to be replaced by a newer metal one?”*

**Rick Allison, DSO**  
**West Virginia District 6**

Any upgrade made to a league’s lighting must result in meeting Little League’s lighting standards, which would include ensuring poles are of a non-wood material. Lighting systems installed prior to July 1, 1992 were temporarily “grandfathered” in as long as they continued to meet the existing criteria, with the major consideration being that the lighting meet 30 footcandles in the infield, and 20 footcandles outfield, with a minimum of 26 1500-watt metal halide lamps. All new lighting systems and upgrades since that date have had to meet the new standards for the electrical, structural and lighting requirements. Wood poles have not been allowed for new or upgraded lighting systems since 1994. The lighting itself now needs to meet the minimum requirements of 50 footcandles on the infield, and 30 footcandles on the outfield. According to the 2000 Little League Lighting Standards: **“Notice:** Any upgrade or addition of lighting equipment to existing systems after July 1, 1992, must be done so that the systems will be in complete compliance with current standards.” (Little League 2001 Operating Manual, page 94.) Check the Operating Manual for information on lighting standards. Another point to remember on standards: **“The local District Administrator must pre-approve plans for any new lighting system as being adequate and within minimum standards for safe play.** It is recommended the District Administrator involve the lighting specialist in Williamsport in his/her review.” Why must the DA approve plans? Because, again according to the 2001 Operating Manual, page 93, “(t)he District Administrator (and each local Little League President) are directly responsible for ensuring that any fields on which night games are played within his/her league or district are up to these standards. The potential liability risks we all face makes compliance even more imperative.” So if you have questions about your current lights or new lights you plan to install, Williamsport is your best option to resolve them.

# Properly stocked first aid kits help ensure players' health

To start your season, make sure you have a well-stocked first aid kit. Here are three good examples:

## LLB's Emergency Management and Training Program

Little League's EMTP manual recommends your first aid kit include:

### Ice bags:

Plastic bags of crushed ice

### Elastic bandages:

- 3-, 4- and 6-inch widths

### Sterile dressings:

- 3- by 3-inch individual gauze
- 2-3, 5- by 9-inch pads
- Telfa or non-stick dressings
- Eye patches

### Adhesive bandages:

- 3/4-, 1- and 2-inch widths

### Bandages:

- Triangular shape and in rolls

### Adhesive tape:

- 1/2-, 1- and 1 1/2-inch widths

### Eye shields

### Small flashlight

### Scissors

### Antiseptic soap

### Splints:

- Inflatable, cardboard or wooden, for arm and leg (large enough for your largest player)

### Petroleum jelly

### Safety pins

### First aid manual

### Towels

### Blanket

### Small pocket notebooks and pencils

**Water** for drinking and plenty of paper cups. (Water and paper cups can also do double duty in some first aid applications.)

**A well-stocked ice chest, ice bags, ice packs.** There is almost no time on a Little League field when you won't reach for ice for an injured player.

Keeping well-stocked first aid kits is a requirement for qualified safety programs, and just makes sense.

Provide a first aid kit with at least the basics to every team in your league to qualify for the 20% Little League CNA player accident insurance premium credit.

Here are some examples:

**Keep your first aid kit stocked and replenished!** If managers or coaches use any first aid supplies, replace them before the next time the team meets.



## Little League First Aid Kit

The first aid kit produced by Johnson & Johnson, is available through the equipment and supplies catalog. It contains:

- Bandages** — sheer and flexible
- Non-stick pads** — assorted sizes
- Soft-Gauze bandages**
- Oval eye pads**
- Triangular bandage**
- Hypo-allergenic first aid tape** in dispenser
- 2-inch elastic bandage**
- Antiseptic wipes**

## First aid cream

## Instant cold pack

Tylenol® extra-strength caplets

## Scissors

## Tweezers

## First aid guide

## Contents card

## Disposable gloves

## Fyrst USA Sport Medical Kits

A new first aid kit, available both in a team size and a league size, is offered by Fyrst USA. It is also available through the 2000 Little League Equipment Catalog. It was developed specifically for sports injuries. A unique feature: resupplies can be ordered by phone and to you in 5-7 days. Call 800/782-1355 to order.

- 1 — **Reusable ice bag:** 9 inches
- 4 — **Instant cold packs:** 6- by 10-inches
- 1 — **Blister Kit**
- 20 — **Bandages:** 1- by 3-inches
- 6 — **Large bandages:** 2- by 4 1/2-inches
- 1 — **Elastic wrap**
- 1 — **Scissors**
- 20 — **Antimicrobial skin wipes**
- 10 — **Blood-off cloth towelettes**
- 20 — **Latex gloves**
- 1 — **Antiseptic hand cleaner:** 4 ounces
- 2 — **Rolls of athletic tape**
- 1 — **Roll of pre-wrap**
- 3 — **Sport wound care kits**

*Individual leagues decide what they need in a first aid kit. These give a good idea of fully-stocked kits.*

**Items any kit should contain:** A good supply of ice, drinking water, and personal items or medications; an original inventory list to restock; emergency phone numbers; coins for pay phones; directions to/from emergency medical facilities.



## 'Can first batter have bat?'



*"I am a Little League umpire in Rhode Island with a couple of questions. The first is the on-deck position. The rule clearly states the Major Division of Little League cannot have a batter with a bat in their hand. Our District Umpire in Chief says the first batter of each inning can come out of the dugout and swing a bat for warm up. The second is warming up the pitcher. He says the pitcher and catcher must warm up in foul territory of the ball field. He would have catchers position themselves with their backs to the outfield fence. The pitcher would be the proper distance away. A third player would be next to the pitcher to ward off any foul balls that may come their way. The leagues can no longer use the bull pens which are adjacent to the ball fields. They can only use these bull pens if they are completely enclosed including the top. They told us that they would be allowed to warm up the pitcher in the batting cage because that is enclosed on all sides. Thank you for the fine consideration I know that our concerns will receive."*

**John Pashkovsky**



1.) See the Official Regulations and Playing Rules Book: "**Rule 1.08** — NOTE 1: The on-deck position is not permitted. "NOTE 2: Only the first batter of each half-inning will be permitted outside the dugout between half-innings." The rules allow *only* the first batter of each half-inning to be outside the dugout. The first batter may **not** come out with the intent of swinging their bat. They should come out prepared to start the inning, and with the approval of the umpire may take a practice swing prior to taking position in the batters box. This request to swing a bat should follow all infield and pitcher warmups. Unlike the first question, the bull pen does not have a set position or requirement in the rule book. Dan Kirby, risk manage-

ment director at LLB, notes using a batting cage is good, since it has a screen all the way around, but isn't required. The rules your Umpire in Chief wishes followed are good rules; however, the requirement on the bull pens not being used is difficult to support, as long as the pitcher or catcher (whoever has their back to the play on the field) has a secondary player to watch for fouls. As noted above, no rules govern this, so it is up to each league to come to a workable, safe solution on their fields to warm-up pitchers which doesn't endanger the players or spectators. Dan also recommends putting a screen behind the pitcher to protect the player who is watching for live game balls from being hit by throws coming from the warm-up catcher.



*"Little League Baseball requires all catchers wear a throat protector on their catchers mask. The only problem I have is our Senior League purchased one of the new goalie-style masks. There is no place to attach a standard throat protector without altering the equipment which is not proper. My question is: does this style of catchers mask need the throat protector, and if so, where can one be purchased?"*

**Daniel Tougas, safety officer  
Rhode Island District 4**



Yes, the "goalie-style" catchers masks also require the dangling throat protector. Several manufacturers design a small pock on the chin area of the mask where a hole can be drilled without harming the mask's effectiveness or strength, knowing that Little League requires the extra throat protector. If your's doesn't have this, contact the vendor who sold it to you, and ask them if they have information on attaching the required protector or can get the information from the manufacturer.

Have a question or tip to share?  
Call the ASAP Hotline:  
800-811-7443,  
or e-mail: [asap@musco.com](mailto:asap@musco.com)



Or write to us at:  
ASAP  
100 1st Ave. West  
Oskaloosa, IA 52577



Little League Baseball, Inc.  
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Williamsport, PA 17701

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## What's Inside

PAGE

1

**NEW CHANCES**  
SW Region  
adds safety  
opportunities



PAGE

2

**CHECK VOLS**  
LLB stresses  
need to check  
backgrounds



PAGE

7

**SAFETY CHATTER**  
'Can first batter  
of half-inning  
have bat?'



## HOTLINE TIPS

## FROM READERS

### Batting Cage Guidelines

While Little League Baseball doesn't have formal requirements for leagues using batting cages, they do have a list of questions regarding insurance concerns. Use these as a guideline to develop/maintain your batting cage:

1. Batting cage **must** be supervised by adults at all times.
2. If owned by a league, the batting cage is to be used **only** by the league (for insurance reasons).
3. Batting cage area is to be secured/locked at **all** times when not in use.
4. **All** participants in the batting cage **must** wear helmets.
5. The batting cage **must** have a second fence surrounding the batting cage to keep bystanders at appropriate distances from the batting cage, to ensure they are not injured by hit/thrown balls.
6. Some form of shield, or fence, **must** be used for the pitching machine operator/pitcher to stand behind to protect that person from batted balls.

Make sure you notify LLB's insurance division if you have a batting cage, so players and volunteers have insurance coverage.

**ASAP HOTLINE**  
24 HOUR TOLL-FREE  
**800-811-7443**

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