

A large, light blue watermark of the Little League Baseball logo is centered in the background. The logo is circular with a shield in the center. The shield contains a baseball bat and a baseball. The words "LITTLE LEAGUE" are written in a red arc above the shield, and "BASEBALL" is written in a red arc below it. The outer ring of the logo contains the words "CHARACTER", "COURAGE", and "LOYALTY" in white capital letters.

**2022**

**Virginia District 15**

**Tournament Director Meeting**



# Agenda

- Points of Emphasis
- Responsibility
- Chain of Command
- Tournament Preps
- Host League
- Spectator Guidance
- Pre-Game Activities
- Team Managers
- During the Game
- Handling a Protest
- After the Game
- Safety Reminders
- Questions



# Points of Emphasis

- District Administrator is responsible for scheduling and supervising all district tournament games.
- All International Tournaments are authorized by the International Board of Directors of Little League.
- Leagues opting to participate must do so with full understanding of the rules and regulations.



# Responsibility

- Once the Tournament season starts, authority is vested solely in the Tournament Committee in Williamsport.
- There will be no waivers or resorting to local rules or other variation unless granted explicitly from the Tournament Committee in Williamsport.
- Revocation of Tournament privileges or forfeiture of a tournament game may be decided only by the Tournament Committee in Williamsport.



# Chain of Command

- Should a problem arise, that can't be resolved while the game is in progress, the game must be suspended by the Umpire-in-Chief and referred immediately to the Tournament Director on site.
- If the problem is still unresolved, the game must remain suspended, and the issue must be referred to the Regional Director by the Tournament Director.
- If the problem is still unresolved, the game must remain suspended, and the issue must be referred to the Tournament Committee by the Regional Director.



# Chain of Command

- If the Tournament Committee deems any player to be ineligible, by league age, residency/school attendance, or participation of the regular season games, it may result in forfeiture of Tournament game(s), and/or suspension or removal of personnel from Tournament play, and/or suspension or removal of personnel or teams from further Little League activities, and/or suspension or revocation of the local league's charter.
- These actions can only be taken by the Tournament Committee in Williamsport.



# Tournament Preps

- District 15 will deliver tournament supplies to the host site prior to the tournament
  - Game Balls, Announcer Scripts, Banner, Tee Shirts, etc.
  - See Material Receipt Sheet
  - Tournament Tee Shirts are \$20 (Host League keeps \$2 per shirt)
- Host League provides volunteer personnel for concessions, press box team, tee shirt sales table
- Press Box – Announcer, Scorekeeper, Pitch Counter, Scoreboard Operator
  - Adults must be assigned to press box duties



# The Host League

- Have the field ready for play at least one hour before game time.
- Provide a PA system, announcer, scorekeeper, pitch count recorder, scoreboard operator and adult volunteers to “pass the hat.”
- Have **ADULTs** manage the T-shirt sales – very important.
- Provide water and ice for players and umpires
- Have the concession stand open and manned
- Have umpire gear available in case it is needed.
- Have first aid kit available and emergency numbers handy
- Have extra balls and other equipment available in case they are needed. (Helmets, catchers gear, etc.)
- Provide a drink and hot dog from concession stand to each player after the game.
- **BE A GOOD HOST!**



# Spectator Guidance

- Game results will and updated and tournament brackets will be posted at the tournament site and will be available on the Virginia District 15 website, [www.VADistrict15.org](http://www.VADistrict15.org) .
- There is no plan for games to be streamed via Game Changer, Facebook, or other internet media. If fans wish to stream a game, it must be viewed through a personal social media account for private use only and may not be on the open internet.
- Individuals wishing to record or live stream games for personal use are not permitted to affix any equipment to the playing facility, including but not limited to fencing, dugouts, stanchions, or light poles.
- No noise makers of any kind may be used during tournament games.
- No smoking or tobacco use is permitted at the field or on school grounds, which includes vaping and chewing. No alcohol or illicit drugs shall be brought to the tournament site.



# Pre-Game Activities

- Arrive at the field at least one hour before game time
  - Check field conditions and other site activities for readiness
- Conduct the coin toss with league reps or team manager, at least 45 minutes before game time.
  - **Home team will occupy first base dugout--no exceptions**
  - **Visitor team will occupy third base dugout—no exceptions**
- Get ground rules from the host (should be written)
- Collect team affidavits (**ONLY**), (verify the form for correct signatures, i.e. President, Player Agent, Manager, & District Administrator,
  - Do not collect private information, medical releases or Tournament Player Verification information.



# Pre-Game Activities

- District 15 will supply game balls for each team. **(2 baseballs or 1 softball for each team per game)** Check the pitcher's eligibility.
- Make sure you have an **adult announcer, adult scorekeeper, adult scoreboard operator, and for Baseball, an Adult pitch counter.**
- Get the names, numbers, and positions of the players and position of the umpires and give to announcer.
- Thirty minutes before game time the home team will take the field for 10 minutes.
- Twenty minutes before game time the visiting team will take the field for 10 minutes.



# Pre-Game Activities

- Ten minutes before game time the announcer will:
  - Welcome the fans to the game
  - Introduce the home team players, coaches, manager and League representative
  - Introduce the visiting team players, coaches, manager and League representative
  - Introduce the umpires
  - Introduce the Assistant Tournament Director on site
- Play the National Anthem or lead the Little League Pledge
- Hold the home plate conference with the umpires and team managers
- Turn the game over to the umpires



# Team Managers

- Have their teams at the field at least 1 hour before the first game they play and 45 minutes before each successive game time.
- Turn in affidavits (only) to the Assistant Tournament Director on site
- Give complete lineup all starters and subs to Assistant TD/Announcer
- Ensure all equipment meets Little League specifications – HELMETS, BATS
- Have all players in appropriate uniform - PATCHES
- Be dressed in appropriate attire
- Have medical release forms for each player
- Have a first aid kit
- **ENSURE THAT YOU AND YOUR TEAM CONDUCT YOURSELVES ACCORDING TO THE HIGHEST STANDARDS OF SPORTSMANSHIP AND FAIR PLAY (See LL Pledges and Parent Code of Conduct)**



# During the Game

During the game, the ADA and Tournament Director in charge will:

- Remain impartial
- Scan the crowd for problems. Ask team reps to calm down their fans if they get unruly. Deal with problems early before they get out of hand.
- At the end of the **first** inning, remind the host of the collection and have them line up **two adult volunteers to “pass the hat” (should be adults)**
- Also, at the end of the **second** inning have the announcer read the “Thanks, Blue” announcement to recognize the umpires.



# During the Game

- At the end of the **third** inning have the announcer announce the collection amount and thank the crowd for their contribution
- At the completion of the game have the announcer provide the next game location and opponent (if known) for the winner and loser. (If it is a loser's bracket game, the winner only.)
- Be prepared to hand out medals at the conclusion of each team's last game – ensure the winning team sticks around.
- During the game, assist the umpire only if requested to do so. Should a protest be lodged, discuss the situation with the umpires and consult the rule book, if necessary.



# Handling a Protest

Should a protest be lodged, discuss the situation with the umpires and consult the rule book, if necessary.

**Remember it is the responsibility of the Manager to cite the rule infraction from the correct Tournament rulebook to the UIC and Tournament Director.**

If your decision is not acceptable to the protesting manager, call the D15 DA, Jim Roberts (540-660-4487) and he will discuss with those present and push to Southeastern Region for a ruling if necessary.

***Under no circumstances will the*** game continue until the situation is resolved, if the game is resumed before the situation is resolved, the protest is null and will be disallowed.



# After the Game

At the end of the game, make sure the pitchers' records are accurately recorded on the back of the affidavits. **Return the affidavit to the manager, go over the eligibility, pitch counts and required days of rest with the Team Manager**

**Award medals to exiting team; ensure winning team remains on the field**

**VERY IMPORTANT: TO BE COMPLETED IMMEDIATELY FOLLOWING GAMES OF THAT DAY OR EVENING – NLT MIDNIGHT**

**After the games are over and the collections have been made, please call Jim Roberts at 540-660-4487 and report game results as follows:**

**The Tournament Name and Game Number, e.g. 9-10 Baseball, Game 2**

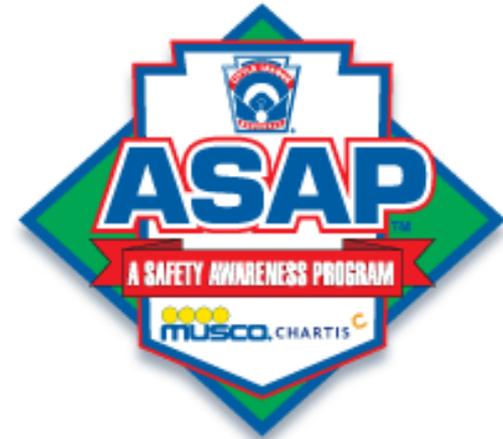
**The name of teams involved and each team's final score**

**The amount of collections for each game**



# Safety Reminders

- Accident Reporting
  - Little League Accident Notification
    - When professional medical care required
    - Notify Tournament Director
    - Requires written clearance to return to play
- NO Jewelry (except Medical Alert)
- Heat Illness Prevention - Hydrate All Day (week) – encourage players to drink plenty of water – all day, every day
- Concussion Training – Managers and Coaches MUST have NFHS training and certification
- Lightning Policy – Wait 30 minutes - No Kidding – No Second Chances
- Approved Bats – Non-wood bats for this division shall bear the USA Baseball logo signifying the bat meets the USABat – USA Baseball’s Youth Bat Performance standard. ALL BPF – 1.15 bats are prohibited. Bats meeting the Batted Ball Coefficient of Restitution (BBCOR) standard may also be used in Junior and Senior League Baseball Divisions. Additional information is available at [www.LittleLeague.org/BatInfo](http://www.LittleLeague.org/BatInfo)
- Equipment removed will be returned to team manager AFTER TEAM’S LAST GAME





# Questions??



**Thank you for being a District 15 Tournament Host!**

Jim Roberts  
Virginia District 15 District Administrator  
[Virginia15DA@va.metrocast.net](mailto:Virginia15DA@va.metrocast.net)  
540-660-4487

[www.vadistrict15.org](http://www.vadistrict15.org)

“Our kids, our future.”