



BC Baseball Umpires Association

Discipline Policy

(1.0) Introduction

The BCBUA believes in fostering a safe, welcoming, and inclusive environment for participants. As part of creating a safe environment, the BCBUA must hold members accountable for their conduct when it is in violation of BCBUA policies. The purpose of this policy is to create a fair process for investigating accusations of misconduct and, if established, administering discipline.

(2.0) Jurisdiction

Jurisdiction over disciplinary cases is shared between the BCBUA Discipline Committee and an Independent Third Party as detailed in the BCBUA Reporting Safe Sport Concerns Policy. Very serious allegations of misconduct shall be handled by the Independent Third Party, while other misconduct will be handled by the Discipline Committee.

The disciplinary processes and timelines described in this document shall apply to cases handled by the Discipline Committee. The Independent Third Party shall have the ability to establish its own timelines and processes as they investigate complaints.

The Discipline Committee, Independent Third Party, and BCBUA member in a supervisory capacity per Section 5.0 of this policy, shall be the only bodies with the authority to discipline BCBUA members.

(3.0) Discipline Committee Composition

The Discipline Committee shall be made up of three members.

- a) The Vice-President of the BCBUA
- b) The Area Representative from the area in which the respondent resides
- c) A Director or senior BCBUA member appointed by the President

The Vice-President shall act as the chairperson of the Committee.

Should any of these members be unavailable or in a conflict of interest, the President shall appoint a replacement, including naming a chairperson if the Vice-President is unavailable or in a conflict of interest.

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(4.0) Receiving & Processing Complaints

(4.1) Reporting Complaints

Complaints against BCBUA members must be submitted per the Reporting Safe Sport Concerns Policy.

Typically, complaints should be received within 72 hours of the incident. The President shall determine whether a complaint received after 72 hours, shall be processed.

(4.2) Determining the Complaint Pathway

Upon receipt of a written complaint, the President shall determine next steps. The President may:

- a) Determine that the complaint is frivolous or related to a judgement call and take no further action.
- b) Determine that the complaint should be resolved through education and forward the complaint to the applicable Area Representative for their action.
- c) Determine that the complaint may be disciplinary in nature and forward the complaint to the Discipline Committee Chair for action per Section 4.3 of this policy.
- d) Request that the Baseball BC Discipline Committee take jurisdiction over the case, using this policy.
- e) Determine that the complaint alleges very serious conduct, as described in the Reporting Safe Sport Concerns Policy, and forward the complaint to the Independent Third Party for their review. In this case, the President will advise the accused BCBUA member directly of this action, per Section 5.3 B of this policy. The President holds the authority to indefinitely suspended the member, pending the outcome of the review by the Independent Third Party.

(4.3) Discipline Process

Upon receiving a complaint from the President, per Section 4.2 C of this policy, the Discipline Committee Chair shall:

- a) Work in consultation with the President to establish the Discipline Committee per Section 3.0 of this policy.



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b) Advise the accused BCBUA member in writing that a complaint has been made against them and that it will be processed through the BCBUA Discipline Committee. The correspondence shall summarize the accusations made against the BCBUA member and advise them that they have 72 hours to submit a written response or request an online hearing. All correspondence to minor umpires shall be made with copy to the umpire's parents/guardians.

(4.4) Online Hearing

If the BCBUA member responding to a complaint requests the opportunity to defend themselves in an online hearing, per Section 4.3 B of this policy, the chairperson shall schedule a hearing which shall be attended by all discipline committee members. The chairperson shall determine the process for the hearing. The process must include the opportunity for accused individual to present their perspective on the incident.

When conducting online hearings, the committee may choose to invite witnesses, the complainant, or any other individual to speak, as deemed necessary. Typically, individuals will speak privately to the Discipline Committee.

The Chairperson may choose to hold a hearing in-person at their discretion.

A parent/guardian must attend an online hearing with a minor umpire, no matter if they are the complainant, witness, or subject member.

(4.5) Investigative Process

The Discipline Committee shall have the authority to investigate complaints as they determine necessary. This may include interviewing witnesses and other parties in written, in-person, or online communications. The Discipline Committee may choose to interview individuals before and/or after an online hearing.

(4.6) Deliberations

The Discipline Committee shall deliberate once the investigative process is complete and

- a) The online hearing has been held or
- b) The respondent has declined an online hearing or
- c) The respondent has submitted a written response, in lieu of an online hearing or
- d) The respondent has taken no action after 72 hours



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When deliberating, the Discipline Committee must decide whether a violation of BCBUA policy occurred, and if so, what sanctions shall be issued.

When deliberating, the discipline committee shall seek to achieve consensus. When consensus cannot be achieved, the committee shall make decisions by majority vote.

(4.7) Potential Actions

When the Discipline Committee finds that a violation of BCBUA policy occurred, they must determine the appropriate action.

Possible actions include:

- a) Education
- b) Warning
- c) Suspension
- d) Probation

Suspensions are typically issued in games, or a timeframe (weeks/months). In exceptional cases, the Discipline Committee may suspend individuals from all baseball related activities, including clinics and administrative activities.

Education may include a reminder about policy, coursework, such as an anger management class, or other initiatives.

(4.8) Considerations for the Discipline Committee

The Discipline Committee should consider the following when determining the appropriate action:

a) Verbal Offense Considerations

Was a single comment made or were the comments **persistent**?

Were the comments **personally** insulting?

Was **profanity** used?

Were the comments **public**?



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b) Physical Contact Offense Considerations

What was the intent of the offender?

What degree of force was used?

Did injury occur?

What was the likelihood of injury occurring?

What part of the opponent's body was targeted?

Were there additional verbal offenses in addition to the physical offense?

c) Mitigating & Aggravating Circumstances

The discipline committee shall consider any applicable mitigating or aggravating circumstances. Such circumstances may include:

- Whether the individual has accepted responsibility, expressed remorse, or apologized for their conduct.
- Any educational programs (anger management, diversity training) the individual has completed to reduce the likelihood of the conduct reoccurring.
- The age of the umpire/victim
- Medical conditions
- Provocation

(4.8) Written Rulings

The chairperson shall communicate all Discipline Committee decisions in writing. The Discipline Committee will release written rulings within 14 days of receiving a complaint unless exigent circumstances arise.

(4.9) Copy of Notification and Rulings

Where possible, the chairperson shall communicate directly with the accused, or in the case of a minor umpire, with the accused parents/guardians. Copy on the initial notice of investigation and the discipline committee's ruling will be made to the following:

- a) BCBUA President
- b) Respondent



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A summarized notification of the ruling shall be forwarded to the following:

- a) Area Representative
- b) Complainant
- c) Appropriate schedulers (if the ruling involved a suspension)
- d) The President or their delegate of the partner Association where the incident occurred (ie: BC Minor, PBL, etc)

(5.0) Event Discipline Process

This process shall apply to any BCBUA event, typically a Provincial Championship or BCBUA camp/clinic, where an on-site BCBUA member is in a leadership and/or supervisory capacity.

It is recognized that during an event, an on-site disciplinary process may be required to issue immediate discipline to a BCBUA member to prevent further participation in that event.

Upon receiving a complaint, or personally witnessing misconduct, the BCBUA member in a supervisory capacity shall immediately contact the Vice-President, or in their absence, the President to relay the events and seek guidance. The BCBUA member in a supervisory capacity will then convene a disciplinary hearing. The BCBUA member being subjected to potential discipline is required to attend the hearing and failure to attend may result in the individual being indefinitely suspended.

During the hearing, BCBUA member in a supervisory capacity shall advise the individual of the accusations against them. The accused individual shall have the opportunity to present their perspective.

The BCBUA member in a supervisory capacity may interview witnesses and investigate further as deemed necessary. Once that process is complete, the BCBUA member in a supervisory capacity shall make a ruling. The BCBUA member in a supervisory position may further consult with the Vice-President or in their absence, the President, but it is not a requirement.

The BCBUA member in a supervisory capacity only has the authority to issue a suspension up to the end of the event. Following the event, the complaint will be forwarded to the BCBUA President to determine whether further action may be required and if so, the complaint will be processed per Section 4.2 of this policy.



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(6.0) Appeals

Written rulings shall communicate the right to appeal with reference to submitting the appeal, the deposit, and deadline.

See the BCBUA Appeals Policy for complete details.