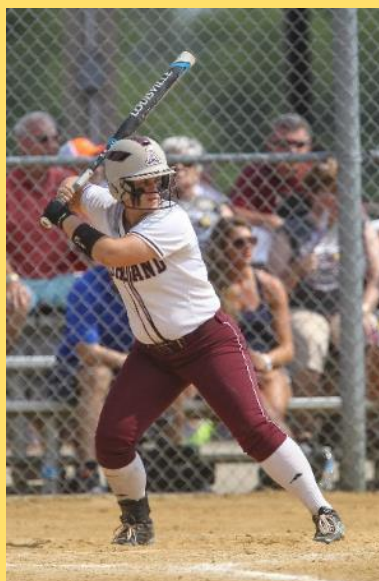
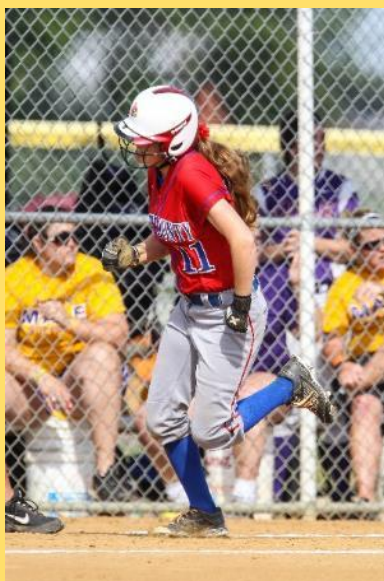




2018 OWENSBORO HEALTH/KHSAA STATE SOFTBALL TOURNAMENT INSTRUCTIONS AND PROCEDURES FOR UMPIRES



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INTRODUCTIONS AND CONTACT INFORMATION

WELCOME

- Congratulations from the Board of Control and staff of the Kentucky High School Athletic Association on being selected to the umpire crew for the state tournament
- It is hoped that these instructions answer most questions about participation in the 2018 Owensboro Health/KHSAA State Softball Championship

STAFF CONTACTS

- Umpires should contact Darren Bilberry (dbilberry@khsaa.org) with any questions they may have
- Inquiries may also be directed to the KHSAA offices at (859) 299-5472 and any member of the staff should be able to refer you to the correct party

PRE-EVENT LOGISTICS

PRE-TOURNAMENT MEETING

- There will be a brief mandatory meeting Thursday, June 7 at 2:00 p.m. (CT) at Jack C. Fisher Park at the umpire's tent near the back parking lot

GPS COORDINATES

- The GPS Coordinates for Jack C. Fisher Park are: 37.7618° N, 87.1599°

JACK C. FISHER PARK SUGGESTED DIRECTIONS

- Jack C. Fisher Park is easy to find and easy to access
- The park is located at 3900 W 5th Street, Owensboro, KY 42301
- FROM EAST OF OWENSBORO (VIA I-64)
 - Take I-64 West to Lexington to KY-4 West New Circle Road to US-60 West
 - Take US-60 West to Blue Grass Parkway West to Elizabethtown
 - Take the Blue Grass Parkway to the Western Kentucky Parkway
 - Take the Western Kentucky Parkway to the William H Natcher Green River Parkway towards Owensboro
 - Take US 60 Bypass towards Owensboro
 - Take Exit 11 onto West Parrish Avenue
 - Take West Parrish Avenue to W 5th Street
- FROM NORTH OF OWENSBORO (VIA I-71)
 - Take I-71 South to I-64 West
 - Take Exit 57A towards Dale and merge onto 231 South
 - Take US 60 Bypass towards Owensboro
 - Take Exit 11 onto West Parrish Avenue
 - Take West Parrish Avenue to W 5th Street
- FROM SOUTHEAST OF OWENSBORO (VIA Cumberland Parkway)
 - Take the Cumberland Parkway to I-65 South towards Bowling Green
 - Take the Western Kentucky Parkway to the William H Natcher Green River Parkway towards Owensboro
 - Take US 60 Bypass towards Owensboro
 - Take Exit 11 onto West Parrish Avenue
 - Take West Parrish Avenue to W 5th Street
- FROM WEST OF OWENSBORO (VIA I-24)
 - Take I-24 East towards Princeton/Elizabethtown
 - Take Exit 42 toward Princeton/Elizabethtown and keep left at the fork to stay on I-69 North
 - Take Exit 54 for KY-138 toward Dixie/Calhoun
 - Turn right onto KY-138
 - Turn left onto KY 81-N
 - At the traffic circle take the 2nd exit onto KY-56 W
 - Turn right onto Worthington Road
 - Turn Right onto West 5th Street

PARKING

- Parking will be in the back lot by the umpire tent
- You will receive a parking pass at the pre-tournament meeting

LODGING

- Umpire housing for the softball finals is arranged through the Owensboro Convention and Visitor's Bureau
- Reservations have been made per your needs accordingly
- You may check in following the first round of games on Thursday, June 7
- Reservations are for the night of June 7 and June 8
- There will be two umpires per double room

COMPETITION DATES AND SCHEDULE

DATES

- The tournament will be played Thursday, June 7 through Saturday, June 9

TIMES

- Games will be played at 5:00 p.m. and 7:00 p.m. (CT) on June 7
- Games will be played at 9:00 a.m., 11:00 a.m., 1:00 p.m., 3:00 p.m., 5:00 p.m., and 7:00 p.m. (CT) on June 8
- The semifinals will be played at 9:00 a.m. and 11:00 a.m. (CT) on June 9
- The championship game will be played at 1:00 p.m. (CT) on June 9 with the "if necessary" game to be played immediately following the first game

ADMISSION INTO VENUE

TICKETS

- We will provide up to two complimentary tickets for your guest/spouse/other
- Please have these individuals enter through the team/media/officials gate, which is located near the umpire tent at the back parking lot

LOGISTICS

ARRIVAL TIME AND DRESSING FACILITIES

- You will be expected to be at the game site one (1) hour before the start of any assigned game
- Please be prepared to change on site, as it is our preference that you travel without the game uniform on so as to draw as little attention to yourself as possible upon arrival
- You will need to come through the team/media/officials gate, which is located near the umpire tent at the back parking lot

UNIFORM

- The following will be the uniform for umpires working in the state softball tournament in 2018:
 - Gray uniform pants
 - Local associations shall determine whether or not numbers are worn
 - If worn, they shall meet the listed specifications
 - Light blue pullover shirt with embroidered or sublimated KHSAA logo, or approved logo patch (undershirt, if visible, shall be white) with navy and white trim with or without a navy number, and white trim on right sleeve (3 inches preferred)
 - Navy hat with embroidered or sublimated KHSAA logo, or approved logo patch, as per specifications to vendors
 - Black shoes and socks
 - Navy blue bag
 - Jacket (pullover), if worn during contest, shall be the official KHSAA navy pullover with light blue/navy trim without numbers with embroidered KHSAA logo over heart as per specifications to vendors
 - If worn, shall be worn by all crew members

GAME ASSIGNMENTS

- Each umpire will work one game on Thursday night, June 7
- Barring any unforeseen circumstances each crew is guaranteed a minimum of three contests
- You will not be assigned to work a game involving your home association
- Assignments are based upon those teams that advance and any conflicts
- We will utilize three-person mechanics and coverage as described in the National Federation Umpire's Manual
- Make certain that you are familiar with this coverage and position rotations
- This will be reviewed at the Thursday afternoon umpires meeting on June at 2:00 p.m. (CT)
- First Round game assignments will be distributed at Thursday's meeting

HOME AND VISITING TEAM, DUGOUTS AND LOCKERS

- The team in the top bracket of the tournament draw will be the home team in all games and use the third base dugout
- The team in the bottom bracket of the tournament draw will be the visiting team in all games and use the first base dugout

INCLEMENT WEATHER STATEMENT

- With the possibility of inclement weather, we remind you that you should be prepared to move to a place of shelter in the event of bad weather conditions
- Should it begin to rain, the games will continue on schedule unless there are signs of lightning or the umpires, in consultation with tournament management, determine that it is unsafe to continue
- Should weather conditions force a postponement or delay, you should immediately leave the field and heed any announcements made by tournament management
- Should evacuation become necessary, please observe the directions given by uniformed officers as well as tournament officials
- In accordance with adopted KHSAA policy, if the games are suspended, the minimum suspension will be 30 minutes after the last sight of lightning or sound of thunder
- Persons leaving the park should seek shelter in their mode of transportation
- In all circumstances, use prudent judgment in determining whether or not you should remain in the dugout or bleachers
- When the decision is made to resume the games, there will be announcements made throughout the park area, and prior to the resumption of play, a 15-minute warm-up period will be given to both teams
- The KHSAA staff may seek input in re-scheduling/resumption decisions, but the designated event manager shall serve as the final determinant for those decisions

HEAT INDEX

- Tournament play will adhere to the Heat Index Guidelines
- Tournament administration, working with the Owensboro Health staff will be responsible for tracking and implementing the Heat Index Program and its guidelines
- Should the heat index reach 95, mandatory 10-minute water breaks will be given every 30 minutes
- At 99, play shall stop and the heat index will be monitored every 30 minutes

RULES POINTS OF EMPHASIS/CLARIFICATIONS

FAN BEHAVIOR AND ACTIONS

- No one outside of the team is to come on the playing field
- Fans are to stay in the stands before, during and after the game

GAME BALLS AND BALL RETRIEVERS

- For state tournament games, the adopted ball that will be used is the Thunder Heat Poly-core Softball (43-1147)
- Each team is expected to help in the retrieval of foul balls down their side to make certain that the best possible balls are being used
- Teams are asked to provide one ball person (at least 10 years of age) for their game
- The ball/bat person will be located inside the team dugout

WARM-UP TIME

- On the days of the tournament, the teams may not be on the field except as detailed in the timetable
- There will be no exceptions and schools violating this policy face the possibility of a fine or other punishment permissible by KHSAA Bylaw 27
- It is imperative that the grounds crew has adequate time to perform their functions

DUGOUT DECORUM

- The KHSAA will instruct the umpires to enforce the rules of the game regarding dugout conduct and the coaching boxes
- With the continued emphasis on sportsmanship and the high profile nature of the state tournament, there should be no need for further reminders about the conduct of the coaching staff and other personnel in the dugout, including actions, gestures and language
- In light of recent Board of Control emphasis on conduct, the umpires have been instructed to ensure that all rules are enforced within the NFHS Rules and other books

FIELD DIMENSIONS

- The fence distances at Jack C. Fisher Park are 210 feet down the left field line, 210 down the right field line, and 210 to straight away center field

HEALTH INFORMATION

ATHLETIC TRAINER

- Owensboro Health will be providing training services for the games
- Owensboro Health will have a certified trainer centrally located at field level beginning one hour before the start of each game
- Each team is also entitled to have its own team doctor available (one of the 18 armbands) and an ambulance will be on call
- The member school administration is responsible for ensuring that the parental permission to seek medical treatment is authorized from each participant
- The Principal, Athletic Director and/or the Head Coach can use a copy of KHSAA Form GE04 (the physical exam form) for this purpose as this form contains appropriate language
- Please feel free to utilize these important services that are provided by the representatives of the Owensboro community
- Local hospital information and closest convenient care to Jack C. Fisher Park is as follows:
 - Owensboro Health Regional Hospital - 1201 Pleasant Valley Road, Owensboro, KY 42303 Phone 270-417-5911
 - Urgent Care – 2211 Mayfair Drive, Suite 101, Owensboro, KY 42301 Phone 270-688-1352

POST EVENT

GENERAL POLICY

- An expense allowance will be paid to each umpire in the state tournament

GAME FEE

- Umpires assigned will be paid \$90.00 for each contest worked
- This fee includes mileage
- Should an official drive more than 100 miles, an additional \$20.00 will be added

MEALS

- Each umpire will be reimbursed \$20.00 per day for meals for each night of lodging utilized

RECEIVING YOUR REIMBURSEMENT

- Your expense check will be mailed from the KHSAA offices not later than 30 days following the finals

IMPORTANT WEBSITE LINKS

- Softball Competition Rules – <https://khsaa.org/handbook/competitionrules/fpcompetitionrules.pdf>
- State Tournament Bracket - <https://khsaa.org/fastpitchsoftball/2018/statefastpitchbracket.pdf>
- KHSAA Board of Control Policies and Procedures - <https://khsaa.org/handbook/20172018/policies.pdf>
- State Ticket Link - <https://gofan.co/app/school/KHSAA>