



WLL Safety Plan 2022

Prepared By:
Dave Brooks (VP Safety) &
Kelsey Swift (President)



Requirement 1: Active Safety Officer

Safety VP: Dave Brooks (253) 691-6171 brookswdave@gmail.com

Requirement 2: Distribute a Safety Manual

In addition to this safety manual being published on the Wilsonville Little League web site, a printed copy is provided for all applicable and appropriate volunteers.

Requirement 3: Post Board & Emergency Numbers

Emergency and Non-Emergency Contacts

Who to Call?

Dial 9-1-1

- » Life threatening emergencies
- » Crimes in progress

Non-Emergency Dispatch 503-655-8211

- » A non-emergency situation, but you request the service of a police officer to respond (either by phone or in person)

Wilsonville Police Office 503-682-1012

- » Any resource information or questions
- » Lost and found items
- » Phone numbers for assistance programs
- » Temporary OLCC permits and related questions

Fire or Emergency Dispatch 503-649-8577

WLL Board 2022

President	Kelsey Swift	kelsey.swift87@gmail.com	406.396.6186
Secretary	Rachael Martinez	R.Martinez2010@live.com	
Treasurer	Brett Lubay	brett.lubay@gmail.com	
VP Majors, Int & Juniors	George Heath	g19heath@gmail.com	585.233.0212
VP Farm & Minors	Kevin Larson	ktlarsondental@yahoo.com	971.506.1672
VP Tball & Coast	Chris Bingham	chris.bingham20@gmail.com	503-351-3860
VP Umpires	Adam Cunningham	adamjcunningham@gmail.com	
VP Community Liaison	Bryn Card	bryn.card@gmail.com	
VP Sponsorships & Grants	Brian Clark	Btclark86@gmail.com	
VP Safety Officer	Dave Brooks	brookswdave@gmail.com	253.691.6171
VP Technology	Ryan Shambaugh	Shambizi@hotmail.com	
VP Field Scheduling	Jeff Richmond	jffrchmnd@gmail.com	
VP Field Maintenance	Dan Haener	Dhaener@comcast.net	
VP Uniforms	Nate Eldridge	neldridge825@yahoo.com	
VP Equipment	Ryan McConnaughey	ryanpmcconnaughey@gmail.com	

Requirement 4: Use Volunteer Application Form and Screen all Volunteers



The Wilsonville Little League will use the official Little League Volunteer Form to screen all volunteers. We will do most the screening through JDP.

Little League® Volunteer Application – 2022

Do not use forms from past years. Use extra paper to complete if additional space is required.

This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)(9). THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit LittleLeague.org/local@check for more information.

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

All RED fields are required.

Name _____ Date _____
First Middle Name or Initial Last

Address _____
 City _____ State _____ Zip _____

Social Security # (mandatory) _____

Cell Phone _____ Business Phone _____
 Home Phone _____ E-mail Address _____

Date of Birth _____
 Occupation _____
 Employer _____
 Address _____
 Special professional training, skills, hobbies: _____
 Community affiliations (Clubs, Service Organizations, etc.): _____
 Previous volunteer experience (including baseball/softball and year): _____

1. Do you have children in the program? Yes No
 If yes, list full name and what level? _____

2. Special Certification (CPR, Medical, etc.)? If yes, list: _____ Yes No

3. Do you have a valid driver's license? Yes No
 Driver's License#: _____ State _____

4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature? Yes No
 If yes, describe each in full: _____
(If volunteer answered yes to Question 4, the local league must contact the Little League Security Manager.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)? Yes No
 If yes, describe each in full: _____
(Answering yes to Question 5, does not automatically disqualify you as a volunteer.)

6. Do you have any criminal charges pending against you regarding any crime(s)? Yes No
 If yes, describe each in full: _____
(Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list? Yes No
 If yes, explain: _____
(If volunteer answered yes to Question 7, the local league must contact the Little League Security Manager.)

In which of the following would you like to participate? (Check one or more.)
 League Official Umpire Manager Concession Stand
 Coach Field Maintenance Scorekeeper Other _____

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:
Name/Phone

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: LittleLeague.org/8gStateLaws

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. 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, Little League is not obligated to appoint me 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 for violation of Little League policies or principles.

Applicant Signature _____ Date _____
 If Minor/Parent Signature _____ Date _____
 Applicant Name (please print or type) _____

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, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____

System(s) used for background check (minimum of one must be checked):
Review the Little League Regulation 1(c)(9) for all background check requirements

JDP (Includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List)* **OR** _____

National Criminal Database check U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List
 National Sex Offender Registry

*Please be advised that if you use JDP and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this application.

Last Updated: 10/11/2021

Requirement 5: Provide Fundamentals Training

Mid-March Coaches Clinic (Location pending – Zoom or Highschool)

- Coaching clinic will include on field fundamentals, practice, and games.

Early march Coaches division meetings with VP's

Requirement 6: Required First Aid Training

6.1 First Aid Training:

- Every Manager/Coach should complete online First Aid Course. The online First Aid course can be found at: <https://www.firstaidweb.com/>

6.2 Concussion Training:

- Every Manager/Coach must complete the CDC Concussion Training. The CDC Concussion Training can be found at: www.cdc.gov/concussion/headsup/training



Requirement 7: Walk Fields for Hazards Prior to Play

Managers/Coaches are required to walk/inspect the field prior to practice or games.

Umpires are required to walk/inspect the field for hazards before each game.

[Here is a site](#) of pregame to-do's and be comfortable with every time you start a game.



HEY COACH, HAVE YOU:

- ✓ **Walked field for debris/foreign objects**
- ✓ **Inspected helmets, bats, catchers' gear**
- ✓ **Made sure a First Aid kit is available**
- ✓ **Check conditions of fences, backstops, bases and warning track**
- ✓ **Made sure a cell phone is available in case of an emergency**
- ✓ **Held a warm-up drill**

Requirement 8: Complete Annual Little League Field Survey

Wilsonville Little League has conducted and updated our 2022 Field Survey and entered into the ASAP sight.

Requirement 9: Safety Procedures for Concessions

Any concessions hosted by Wilsonville Little League will follow all food handling, preparation, and service as directed by the State of Oregon's Food Sanitation Rules.

Cooking:

Use a food thermometer to check on cooking and holding temperatures of potentially hazardous food. All potentially hazardous food should be kept at 41 degrees or below (if cold) or 140 degrees or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155 degrees, poultry parts should be cooked to a temperature of 165 degrees. Most foodborne illnesses from temporary events can be traced back to improper temperature control.

Reheating:

Rapidly reheat potentially hazardous food to 165 degrees Fahrenheit. Do not attempt to reheat food in crock pots, steam tables, over sterno units or other holding devices. Slow-cooking mechanisms may activate bacterial growth and never reach killing temperatures.

Cooling and Cold Storage:

Foods that require cold storage should be cooled to 41 degrees F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the pot frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored atop the other and lids should be off or ajar until the food is completely cooled. Check temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of foodborne illnesses.



Hand Washing:

Frequent and thorough handwashing remains the first and best line of defense in preventing foodborne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitution for handwashing.

Health and Hygiene:

Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

Food Handling:

Avoid hand contact with raw, ready to eat foods and food contact surfaces. Use an acceptable food dispensing utensil to serve food. Touching food with bare hands can transfer germs to food.

Dishwashing:

Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process:

1. Washing in hot soapy water;
2. Rinsing in clean water;
3. Chemical or heat sanitizing;
4. Air drying

Ice:

Ice used to cool cans/bottles should not be used in cup beverages and should be stored separately. Use a scoop to dispense ice; never use hands. Ice can be contaminated with bacteria and viruses and cause foodborne illnesses.

Wiping Cloths:

Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon water and $\frac{1}{2}$ teaspoon bleach). Change the solution every two hours. Well sanitized surfaces prevent cross contamination and prevent flies.

Food Storage and Cleanliness:

Keep foods stored off the floor, at least six inches. After your event is finished, clean the concession area and discard unusable food.

Requirement 10: Inspect and Replace Equipment

The Wilsonville Little League Equipment Manager will inspect all equipment pre-season. We will order new gear as needed to remain as safe as possible.

- The Manager/Coach will inspect equipment prior to each game.
- The Umpire will inspect equipment prior to each game.
- Equipment is checked by VP annually before and during check-out process.

Requirement 11: Implement Accident Reporting Procedures

Accident Reporting: The Wilsonville Little League will use the incident tracking form provided on the LL website and provide completed [Accident Form](#) and [Incident/Injury Report](#) to the Safety Officer within 24-48 hours of the incident. We will also leverage the leagues



Requirement 12: First Aid Kits

Each team will be issued a First Aid kit. It is required to have the First Aid Kit at every practice and game. We will also have a safety kit in the utility boxes at our school fields as well, along with ice kits.

*Wood FIELD 2 will house the AED in the red safety box.

Requirement 13: Enforce Little League Rules

Wilsonville Little League will require ALL TEAMS to enforce all Little League rules including:

- Proper equipment for catchers
- No on-deck batters
- Coaches will not warm up pitchers
- Bases will disengage on all fields
- Safety tracking form will be used timely as needed
 - o Safety packets for coaches include
 - Safety Kit and Ice
 - Safety tracking form
 - Field and gear reminder (checklist)
 - First Aid response guide
 - Concussion protocol & required training, sent to brookswdave@gmail.com
<https://www.train.org/cdctrain/course/1089818>

Requirement 14: League Data

League Player Registration Data or Player Roster Data and Coach and Manager Data will be submitted via the Little League Data Center at www.LittleLeague.org

WLL uses Sports Connect/JDP and the information is automatically uploaded.

Requirement 15: New survey questions 2022

- Does your league have a covid mitigation plan in place for the 2022 season?
 - o Yes
- Does your league require abuse prevention training for its volunteers?
 - o No, we do not require abuse training for our volunteers.
- Which training does your league use?
 - o SafeSport & Other (Positive Coaching Alliance)