

Minutes of the 2014 Annual Meeting of the National Umpiring Staff of SNZ held at the SNZ Office, Hutt City, Saturday 20th July and Sunday 21st July 2014 commencing at 10.00am.

Present: Wayne Saunders (Chair), Lindsay Edwards, Wiremu Tamaki, David Beaumont, Mark Porteous.

In Part: Tony Giles (SNZ CEO), Eugene Gilbert (SNZ-EM).

Apologies: Nil

Opening: Wiremu offered the Mihi Whakatau. Wayne welcomed all, congratulated Wiremu on his DDU appointment.

Notified bereavements and health updates: John Eagar (CB - deceased). Phillip Packer (HV - health)

Minute recording secretary: Mark Porteous/Wayne Saunders.

Abbreviations: NUS – National Umpiring Staff; constituting the UIC –Umpire-in-Chief; 3 DDU’s -Deputy Directors of Umpiring and 3/ 4 RDU’s - Regional Directors of Umpiring. One DDU position and the RDUC remained un-appointed at the time of this meeting. (RED - to be confirmed)

1.0	Minutes of the 2013 Annual Meeting: Confirmed as a true and sufficient record. Lindsay/Cass	Action
1.1	Matters Arising ◆ There were no non-agenda matters arising.	
2.0	Regional Reports and Recommendations RDU and Local Association reports previously distributed to NUS.	
2.1	Central Region – RDU written report presented by Wiremu Tamaki. Annual Reports received from Hawkes Bay, Tairāwhiti, Wanganui, Manawatu, Wellington, and Hutt Valley. ◆ 2013 Regional Clinic was held in the Hawkes Bay, additional satellite clinic – Tairāwhiti. ◆ L5 Grading recommendations. No grading recommendations. ◆ Ben Horn and Ben Dyason to be allocated mentors. ◆ 2014 Regional Clinic – 20 th /21 st September, Wanganui. ◆ Congratulation to Ben Horn (Friendship Series, Sydney) appointed to Boy’s final on plate.	Lindsay. Noted.
2.2	South Island Region – RDU written report presented by David Beaumont. Annual Reports received from Canterbury, Mid Canterbury, Marlborough, Otago, and Southland. ◆ 2013 no Regional Clinic held. Clinic held in conjunction with umpires attend Jefferies Cup. ◆ L5 Grading recommendations. No grading recommendations. ◆ RDUS recommends Tasman area associations (ML, NN) remain under South Island Region. Consideration for additional support for NN – DB, WT. Reporting from both associations to be by way of the RDUS. ◆ 2014 Regional Clinic – To be advised.	BD, WT RDUS
2.3	Northern Region – RDU written report presented by Mark Porteous. Annual Reports received from WBOP, Counties Manukau, North Harbour, Auckland and Waikato. ◆ 2013 Regional Clinic was held in at North Harbour. ◆ Grading recommendations. No grading recommendations. ◆ 2014 Regional Clinic – 27th /28th September or 4th /5th October.	RDUN
2.4	Regional Reporting ◆ The UIC re-emphasised the importance of the completeness of formal Local Association and RDU reporting. Accurate game records form part of the NUS deliberations when reviewing grading recommendations. A preference is to record Local Association annual awards in these minutes a way of further recognition and ‘Honours’ bestowed recorded for the record our “Honours Board” posted to the website. ◆ RDU’s to follow-up on last season’s awards. ◆ L1’s are again under reported. Substantive reporting of L1 umpires is a major objective for new growth and the accurate reporting of active umpires.	RDU’s RDU’s
2.5	Regions in Review ◆ It is noted that the RDU’s are now well integrated into the activities of the National Umpiring	

	<p>Staff and the importance of their role as a co-joint between the NUS and Local Association was emphasised.</p> <ul style="list-style-type: none"> ◆ Further to last year’s meeting, discussions were again held on the importance of succession planning. Possible candidates for the roles of Assistant RDU were discussed. RDU’s to make contact with and discuss availability with. <ul style="list-style-type: none"> - Southern Region - Duncan Watts and David Fortin. - Northern Region – Kevin Gorman☑. <p>Central Region - A replacement RDUC remains un-appointed by SNZ at this time. Incumbent Assistant RDUC’s are Jeremy England and Lance Brown. Following appointment of the new RDUC the appointment of assistant RDU’s will be discussed.</p> <ul style="list-style-type: none"> ◆ Summary of reporting of game numbers is inconsistent. UIC to update National Tournament Application Spreadsheet, insert additional columns for reporting, insert national tournament game numbers and send to RDU’s April 2015 for distribution to Local Associations. ◆ With continuing success of directly inviting listed L1 umpires to sit the Rules Examination consideration may be need in providing additional options to Qualify should positions not be available at National Tournaments. This will be considered as and when required. 	<p>RDUS RDUN</p> <p>UIC RDU’s</p> <p>NUS</p>
3.0	National	
3.1	<p>National Tournament Chief Umpire Reports</p> <p>Written reports were received from TCU’s and referred to at the meeting. TCU’s present spoke to their reports.</p> <ul style="list-style-type: none"> ◆ Appointed umpires are often coming to National Tournaments under prepared. RDU’s to contact LCU’s prior to these tournaments to ensure that appointees are suitably prepared for levels of National Tournaments. ◆ It is recommended that SNZ add to the Tournament Handbook suitable protocols in relationship to the Haka if performed by a team on the diamond. ◆ There are inconsistencies with bat checks at age grade tournaments. Wiremu to prepare a “one page” guide for bat inspections to be added to TCU Toolbox. ◆ Individual performance reports and grading recommendations were noted. 	<p>SNZ</p> <p>Wiremu</p>
3.2	<p>Grading Reviews</p> <ul style="list-style-type: none"> ◆ The following grade adjustments are confirmed <ul style="list-style-type: none"> ❖ Grading Recommendations: L5 to L6 (evaluations undertaken last season). – Kevin Gorman (CM) and Brydon Wells (NH) ❖ Grading Recommendations: L4 to L5 – no recommendations from the RDU’s ◆ The following umpire is to be invited to be assessed for L6 at a U19 National Tournament or above. <ul style="list-style-type: none"> ❖ Andrew McManus (NH). Out of region mentor to be assigned. ◆ The following umpires are to be invited to be assessed for L5 at an approved National Tournament. <ul style="list-style-type: none"> ❖ Tom Kingi (TA), Simon Lindsay (NH), Robbie Sadgrove (AK) and Joe Tangitutu (HV). 	<p>Lindsay</p> <p>UIC</p>
3.3	<p>Committee Reports and Headline Items</p> <ul style="list-style-type: none"> ❖ Merchandising (Lindsay) – Lindsay will provide a report for merchandise for the 2014/15 season. This will be available for distribution to RDU’s mid August. ❖ Budget – This has been submitted to SNZ and copied to NUS. ❖ Distinguish Service Awards – No nominations were received from last season. ❖ Level 7 Group (Lindsay) – Assignment of mentors to the ISF Certification Seminar candidate has now successfully concluded. An options review and appointing of mentors will be a continuing process for the season ahead. Appointment of mentors to younger umpires has already been identified. ❖ Trans Tasman Exchange – SAL have tentatively indicated that the wish to discontinue with this 	<p>Lindsay</p>

	<p>exchange. SNZ are seeking confirmation on this matter and will advise.</p> <ul style="list-style-type: none"> ❖ Website (Wiremu) – The site needs refreshing and resource materials updated to align with the new rulebook period. Incoming Website Manager to consult with Glen Roff at SNZ on refreshed formatting and SNZ presentation options. Wayne to provide updates of National Records for posting. ❖ ISC Exchange – Jeremy England has been appointed as the NZ exchange umpire to the 2014 ISC World Tournament. An invitation to the ISC to send an Exchange umpire for the 2014/15 season is currently under action with the ISC UIC. ❖ Softball Canada Exchange – Discussions are well advanced with a possible exchange with Softball Canada. This is yet to be presented to SNZ for approval. ❖ Oceania Men’s World Championship Qualifier – This is scheduled for North Harbour, December 2015. Australia, Samoa and the Black Sox are confirmed entries. ❖ SNZ Rulebook 2014/17 – Updated Rules 1 to 11 have been sent to SNZ for printing. ❖ UmpSchool – This website has been updated and includes refreshed publications for the 2014/17 Rulebook period. The ISF Umpire recertification examination is now available and is a pre-requisite for appointment to future ISF World Championships. 	<p>Mark UIC</p>
<p>3.4</p>	<p>2014/15 Committee Responsibilities: Finance and Budget - UIC/SNZ Sponsorship – SNZ/UIC Annual Rules Examination and Refresher – Wiremu/assisted by Dennis Smith☑ National Tournament Appointments, Accommodation and Travel – Wayne /review David External and Internal International Appointments - UIC /NUS RDU Liaison/Regional Clinic Programme and Schedule – Mark Porteous ISF Umpschool – Oceania: Wayne, SNZ: Wiremu/ assistant Mark Porteous Merchandising – Lindsay Edwards Website Manager – Mark Porteous /assisted by Wiremu. Facebook (photos) – Gavin Shepherd ☑ Level 7 Group – Lindsay (Convenor), Wiremu, Mark Porteous, Lance Brown, Tara Harris and Jeremy England. Distinguished Service Awards – Lindsay (Convenor), Cass Seeling☑ and Trevor Stratford</p>	
<p>3.5</p>	<p>Regional Preseason Clinics</p> <ul style="list-style-type: none"> ◆ Programme with common core topics to be confirmed. ◆ Central – 20th/21st September, Wanganui. ◆ Dates for Southern and Northern Clinics to be confirmed 	<p>Mark MP/DB</p>
<p>3.6</p>	<p>Annual Rules Examination and Refresher</p> <ul style="list-style-type: none"> ◆ Examination Date: Monday 6 October 2014. Closes 31st October 2014. ◆ Examination questions to be selected from ISF database. ◆ Wiremu with the assistance of Dennis Smith to coordinate the writing, checking and publication of the examination paper. Checkers to be appointed. <p>Local Associations to be reminded of change in policy relating to requirements to sit the examination for eligibility to evaluated for grades L4, L5 and L6.</p>	<p>Wiremu /Dennis</p>
<p>3.7</p>	<p>National Tournament Applications</p> <ul style="list-style-type: none"> ◆ Applications Forms to be emailed to associations early September 2014. Returns from Local Associations to Wayne by Friday 3 October 2014 ◆ First issue of the appointment and travel schedule to be emailed to associations and SNZ early November 2014. Associations will be responsible for advising their members. 	<p>UIC UIC</p>

3.8 **National Tournaments and National Tournament Chief Umpires 2014/2015**

2014/15 Tournaments	Abb	City/Venue	Date	TCU (☑ Confirmed)
Junior SS Boys & Girls	JSS	Papakura	Mon 24_Thu 27 Nov	Kevin Gorman ☑
U19 Boys	U19B	Nelson	Thu 8_Sun 11 Jan 2015	Wiremu Tamaki ☑
U19 Girls	U19G	Auckland	Thu 8_Sun 11 Jan 2015	Mark Porteous☑
U17 Boys	U17B	Hastings	Thu 15_Sun 18 Jan 2015	Lance Brown☑ / Edwards☑
U17 Girls	U17G	Christchurch	Thu 15_Sun 18 Jan 2015	Mark McFarlane
U15 Boys NI	U15BN	Hamilton	Thu 22_Sun 25 Jan 2015	Cass Seeling ☑ /Gary Butler
U15 Girls NI	U15GN	Wellington	Thu 22_Sun 25 Jan 2015	Jeremy England
Nat. Fastpitch Champ.	NFC	Hamilton	Thu 19_Sun 22 Feb 2015	Saunders ☑/Edwards☑
U15 Boys & Girls SI	U15S	Blenheim	Thu 26Feb_Sun 1Mar,	Dave Beaumont☑
Open Men's Club	MO	North Harbour	Wed 11_Sun 15 Mar 2015	Wayne Saunders ☑
Open Women's Club	WO	Christchurch	Thu 12_Sun 15 Mar 2015	Lindsay Edwards☑
SS Div. 1 Boys & Girls	SSD1	Hutt Valley	Mon 23_Fri 27 Mar 2015	Dennis Smith☑/Tara Harris☑
SS Div.2 Boys & Girls NI	SSD2N	Palmerston North	Tue 24_Fri 27 Mar 2015	Ray Dyason/Gavin Shepherd☑
SS Div. 2 Boys & Girls SI	SSD2S	Otago	Tue 24_Fri 27 Mar 2015	Duncan Watts/Dave Fortin ☑

4.0 **International**

4.1 **Oceania 2014 ISF Certification Seminar, Christchurch, New Zealand**


- ◆ Supported by mentoring programme at the 2013 NUS meeting, all nine SNZ lead-in candidates were invited to confirm their personal commitment to the 2014 Oceania ISF Certification Seminar. Six candidates confirmed and attended the seminar.
- ◆ The seminar was held 11th/ 12th February 2014 followed by field evaluations at the National Fastpitch Championship from 13th /16th.
- ◆ ISF DU Bob Stanton and Oceania RUC Wayne Saunders were in attendance. Sixteen candidates from Oceania were examined.
- ◆ The next Oceania ISF Certification Seminar is proposed for 2017.

4.2 **ISF – Project Review and Rewrite of Playing Rules**

- ◆ At the 2013 ISF Congress, approval was given to undertake a Review and Rewrite of the ISF Playing Rules, as set out in the Part 2 of the recommended strategy:
Recommended Strategy: Part 2 would take place over the next four (4) years and involve the re-organization and a rewriting of these rules into “plain and simple language” that is easily understood by a person whose first language is not English. This could include revisions to format and style, as well as creating an electronic format for easy downloading and searching by words, phrases or subject. An update on the progress of Part 2 would be provided to the 2015 Congress. A finished product would be brought to Congress in 2017 for approval. If approved, the revised and reformatted Playing Rules would be implemented in 2018 along with any rule changes adopted in 2017.
- ◆ Copied below from the Review and Rewrite of Playing Rules - Terms of Reference is the Project Objectives and Definitions:
Objectives: Review and recommend changes to the ISF Playing Rules to make the playing rules easier to understand and implement. Re-write the Playing Rules and present them in an easy to use print and electronic format, easily translatable in Spanish or other languages. Provide an easy to use glossary and index. Provide a format that is easy to search, navigate and use for Windows, Android or iPad (Apple).
- ◆ Project Review and Re-write Committee - Co-chairs: Wayne Saunders and Marlies Struyve.
Project Members: Brian Van Os, Tricia Sibraa, Raoul Machalet, Jimmy Chen, Vincent Maoeng, Santos Vasquez, Reinaldo Lanzavecchia, Greg Pohl.

	<ul style="list-style-type: none"> ◆ Proposed Headline Chapters of reformatted rulebook. <ul style="list-style-type: none"> ❖ The game – Team Leader - Tricia Sibraa ❖ Equipment – Team Leader -- Team Leader – Reinaldo Lanzavecchia ❖ Participants and Substitutes – Team Leader – Brian Van Os ❖ Offence– Team Leader - Raoul Machalet ❖ Defence – Team Leader – Wayne Saunders ◆ Defence –additional assistance from New Zealand. 	Wayne
4.3	<p>ISF/SNZ Communication Policy</p> <p>The ISF communication policy has been sent to NUS, Local Umpire Associations and all SNZ ISF Certified Umpires.</p> <p>Extract from 2013 NUS Meeting Minutes: SNZ umpires should contact their Local Chief Umpire in the first instance, if required the Local Chief Umpire should contact their Regional Director who would contact the SNZ UIC as required. RDU’s to remind Local Associations of this protocol.</p>	RDU’s
4.4	<p>ISF World Championship Appointments</p> <ul style="list-style-type: none"> ◆ 2013 Junior Men’s – Gavin Shepherd. 2013 Women’s – Glen Nalepa and Nicola Ogier. ◆ Following receipt of the umpire’s reports. Comments relating to the implementation of the New Rules will be reviewed for circulation. 	Wiremu
5.0	<p>NUS meeting with SNZ Staff</p>	
5.1	<p>Tony Giles (Chief Executive Officer)</p> <ul style="list-style-type: none"> ◆ Tony Giles presented and spoke to the SNZ Strategic Plan and how and where the umpires fit in to this strategy. Copy of the SNZ Strategic Plan is available on request from the RDU’s. ◆ Strategy <ul style="list-style-type: none"> ❖ OUR VISION: Softball is a champion sport on and off the diamond ❖ OUR MISSION: To offer leadership, support and deliver an accessible sport that promotes enjoyment, success and lifelong participation ❖ OUR VALUES: <ul style="list-style-type: none"> Leadership on and off the diamond Courage to be bold and innovative Integrity so we build and maintain trust Passion and a desire to be the best we can Respect for each other and the game ◆ Targets <ul style="list-style-type: none"> ❖ 5% increase in overall participation annually ❖ 5% increase in female participation annually ❖ 5% annual increase in umpires and scorers in training ❖ Regional coaching, umpiring and scoring clinics held a minimum of once annually starting April 2015 ❖ National umpire and scorer framework implemented by mid-2016 ❖ Provide a framework and pathways from regional to national and international levels for players, coaches, umpires and administrators ❖ Apply national talent identification plans by 2015 	
5.2	<p>Eugene Gilbert (Events & Association Relationship Manager)</p> <p>Summary:</p> <ul style="list-style-type: none"> ◆ National Tournament Umpire Appointments: SNZ appointment expectations are unchanged. <ul style="list-style-type: none"> ❖ Target 1/2 umpires per game (1 umpire minimum) - Junior Secondary Schools and Secondary Schools Division II. (It is recommended that the names of any school assigned umpires be made available by SNZ to the TCU at least one week before the said tournament so assignments can be planned in advance). 	

	<ul style="list-style-type: none"> ❖ Target 2 umpires per game - U15, U17 and Secondary Schools Division I, ❖ Target 2/ 3 umpires per game - U19 and above. ❖ Target 3/4 umpires per game – Internationals ❖ TCU’s have a primary responsibility to those that have been appointed to their tournament. However locally available umpires can be used at the TCU’s discretion to cover any shortfalls provided there is no impact on costs. ❖ RDU’s to outline the importance of commitment to the National Tournaments at the Regional Clinics ◆ NUS vacancies: SNZ to call for EOI for one DDU role. SNZ advises that it is currently processing EOI for the RDUC role. ◆ 2014/17 ISF Rule Book: SNZ to order new ISF Rule Books for the NUS and ISF certified umpires (30) ◆ SNZ Insurance cover: In light of possible risks especially relating to Professional/Public liability SNZ are reviewing their global cover provided for touring teams and officials. Eugene has undertaken to keep all parties informed as and when new information is available. ◆ Formal Contract for SNZ appointed officials: As a result of recent developments SNZ are to implement formal contracts between SNZ and Official appointed by SNZ to represent SNZ Internationally. A draft “Agreement” was tabled by Eugene. Following discussion it was resolved that a sub-committee be appointed to review this draft “Agreement”. Mark Porteous (Convenor), Wiremu Tamaki and David Beaumont were appointed and asked to formally report back to the NUS and SNZ no later than 31st October with the view of probable introduction for 2015 appointments. ◆ SNZ received correspondence: various umpires have expressed directly to SNZ their views on the Grading System, ISF Certification and the selection process for international appointments. <ul style="list-style-type: none"> ❖ A Grading System review is included under “Planning our Future” and is reported separately. ❖ The NUS discussed the current selection process for international appointments which has members of the NUS independently advising of their selections. Selections and recommendations are recorded, circulated to all NUS members and forwarded to SNZ. The NUS is comfortable with the robustness of the current decision making process. ❖ The NUS are satisfied that the current two year lead-in and the mentoring/recommendation process are suitably robust. Timeline statistics from all NZ’s previously certified umpires were reviewed. Timelines for recently ISF certified umpires are in line with historical statistics. 	<p>SNZ</p> <p>SNZ</p> <p>SNZ</p> <p>MP,WT, DB</p>
6.0	<p>Planning our future – Open Forum Facilitated by Wiremu Tamaki.</p>	
	<p><i>Theme: It's a Time not to change, but to Stop, Re-Focus, Re-Set, Re-view and move together.</i></p> <ul style="list-style-type: none"> ◆ Scene Setting - who are we, where have we come from, who are we today.....why are we here. [The Heart]. ◆ Identify our shared purpose. Set Strategic Goals for the work that we should be doing. [Strategic Planning] ◆ Define the work or strategies or pieces of work to help us achieve those goals. [Business Planning] ◆ Review our work on a periodical basis [Continuous Improvement] ◆ In the parking bay: Female participation; Recruitment, retention, expectation; Grass roots training; Succession planning; How can we facilitate this change? <p><u>Post discussion</u></p> <ul style="list-style-type: none"> ◆ <u>Action point</u> – Wiremu to prepare a formal “plan on a page” ◆ <u>Recommendation</u> – SNZ to request Local Associations amend team cards to include the umpire’s names. A list of all umpire names to be sent to Local Association Chief Umpires on a regular basis for inclusion in end of season reports. This information is used to identify possible future umpires and offer an opportunity to increase rules knowledge by way of the National Umpiring Programme. 	<p>Wiremu</p> <p>SNZ/</p>

	<p><u>Action point</u> – SNZ and Local Association Chief Umpires</p> <ul style="list-style-type: none"> ◆ <u>Grading Review Recommendations</u> <ul style="list-style-type: none"> ❖ Local Chief Umpires are required to approve all applications of L4 candidate following discussions with their RDU. RDU to provide a list of approved candidates for evaluation to the UIC. ❖ That grading policy for L4's to 6 to be aligned for better policy consistency. From the 2014/15 season, candidates will be invited to be field evaluated for promotion to grades L5 or L6 and will be required to sit the NZ Rules Examination and obtain the minimum pass mark in the year of assessment. Provision will be made in this policy change to provide promotion by way of meritorious service to L5 and L6. Further the descriptive wording associated with grade to be reviewed. Consideration to be given to removing “administration” <p><u>Action point</u> – UIC to update Examination and Grading policy</p> <ul style="list-style-type: none"> ❖ The date for the NZ Rules Examination to be changed to the first Monday in October each year and to remain a 100 question examination ❖ The NZ Rules Examination grading criteria be changed as follows: <ul style="list-style-type: none"> Promotion to Level 2 – Required only to answer the first fifty questions of the NZ Rules Examination and attained a minimum pass mark of 60%. Valid for three years. Promotion to Level 4 – Sit the NZ Rules Examination and attained a minimum pass mark of 70% in the same season and be recommended to be evaluated by the RDU. Promotion to Level 5 – Be invited and accept the invitation of the NUS to be evaluated at a National Tournament. Sit the NZ Rules Examination and attained a minimum pass mark of 75% in the same season. Promotion to Level 6 – Be invited and accept the invitation of the NUS to be evaluated at a U19 or above National Tournament. Sit the NZ Rules Examination and attained a minimum pass mark of 80% in the same season. <p><u>Action point</u> – UIC to draft an update Examination and Grading policy for approval.</p>	<p>LACU</p> <p>UIC</p>
7.0	<p>Other Matters</p>	
7.1	<p>Annual review of Local Associations Contacts)</p> <p><u>Action point</u> – RDU's to contact all Local Umpire Associations and obtain the list of officers for the coming season. Have each association nominate at contact person who will be the point of contact between the NUS and the Association. Details to be sent to Mark for refreshing the website. Wayne to update organisational plan.</p>	<p>RDU's</p>
7.2	<p>Meeting closed 4:35pm</p> <p> Please consider the environment before printing this email.</p>	