



## Nanaimo Minor Baseball Association POLICY: Dispute Resolution

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The NMBA Executive Committee recognizes that disagreements are a normal byproduct of participation in any organization, including minor sports. We commit to providing a mechanism to allow all parties to find a fair resolution to disputes through a transparent process.

Rule 13 of the BC Minor Baseball Association (BCMBA) Rulebook generally covers disciplinary matters related to parent, coach, and player conduct during the course of sanctioned baseball events such as games, practices, and road trips. Violations covered by Rule 13 are subject to disciplinary action as determined by BCMBA and the Rulebook. The NMBA Policy is intended to provide a dispute resolution process for matters of dispute and conduct not explicitly covered by BCMBA jurisdiction. This policy should be followed in any of the following instances:

- Any NMBA stakeholder perceives that a violation of any NMBA code of conduct (Player,- Coach, Parent) has been committed.
- There is a disagreement about the manner in which any NMBA-specific policies or baseball rules are applied.
- There is a disagreement related to team selection or team management.
- Any other disagreement or dispute between parents, players, or coaches that impacts the ability for teams or players to participate in fair, fun, conflict-free baseball.

Outlined below are the steps that parents, players and coaches should use to deal with any conflicts that arise. All stakeholders should be aware that all allegations of a potentially criminal nature will be reported immediately to the police or relevant agency and will not be investigated by NMBA.

Step 1: Coaches/Parents should address any concerns by dealing directly with the person involved.

1. Wait 24 hours after the event or conflict (except in cases where immediate action to deal with a serious matter is concerned, e.g. abuse, harassment)
2. Write out the facts of the conflict or concern.
3. The coach/parent shall contact the other party and ask to meet outside of normal practice/ game times, as soon as possible after the event/concern. The parties should meet within 48hrs of the request being made to discuss the issue.
4. Parents or coaches requesting a meeting should bring their written, specific concerns to this meeting, not simply complain about general issues related to the team. Parents or coaches should not include concerns of others who are not participating in the meeting, and no consideration will be given to anonymous input or information.
5. If the issue is resolved at the meeting there is no need for further action by NMBA, however the parent(s)/coach(es) should document that an issue was raised and resolved. The coach should then notify their respective Division Coordinator (or Competitive Coordinator in the case of Summer Ball) of the resolution of the issue.
6. This should all take place within 3 days of the event/conflict.

If Step 1 does not resolve the issue, then both parties must put their concerns in writing (via email) and send these emails to the Division Coordinator/Competitive Coordinator and a member of the NMBA Executive Committee within 24 hours.

#### Step 2: Involve Division Coordinator and Executive Committee member if Necessary

1. If the Parent and Coach cannot agree on a resolution in Step 1, the Division Coordinator and Executive Committee member will arrange to meet with the parties within 3 days of receiving emails from both parties describing the conflict and suggested resolutions.
2. If the parties reach agreement on a resolution at this conference, there is no need for further action. The Executive Committee member and Division Coordinator will inform the Executive Committee via email that a formal complaint has been brought forward, that a meeting has been held, and that a resolution has been reached.
3. If the parties do not reach a mutually agreeable resolution, they will forward the information collected to the Executive Committee.
4. This should all be done within 7 days of the event/concern.

#### Step 3: Involve Executive Committee if the issue is not resolved in Step 2

1. The Executive Committee will meet as necessary to determine a fair resolution to the issue.
2. The Executive Committee's decision will be conveyed to the parties involved, in writing, along with a clear explanation of the rationale behind the decision and any penalties that are applied. Penalties applied by the Executive Committee (see Potential Penalties, below) are final and there is no avenue for appeal.
3. This should be completed within 14 days of the event/concern.

#### Potential Penalties:

All parties involved with NMBA should be aware that the potential penalties due to actions deemed inappropriate may include:

- Verbal apology issued to parties involved (with Executive witness)
- Written apology to parties involved (and copy to the Executive Committee)
- Temporary ban on attending NMBA events (parents or players)
- Permanent ban on attending NMBA events (parents or players)
- Temporary ban on NMBA membership
- Permanent ban on NMBA membership
- Temporary suspension of coaching privileges
- Permanent suspension of coaching privileges