

POLICIES and PROCEDURES

HCUA, LLC

Dues

Annual dues to the association shall equal one game fee as agreed upon between HCUA, LLC and Hillsborough County Schools and are non-refundable.

Uniforms

All umpires shall wear the official HCUA, LLC uniform when on the field for any FHSAA sanctioned game or event. Failure to comply with the HCUA, LLC Uniform Policy may result in a fine or reduction of assignments. In contrast, if working a non-FHSAA game or event, all HCUA, LLC umpires shall not wear the official HCUA LLC uniform. In all cases, all members of the crew must wear the same uniform except as noted below.

(1) FHSAA Softball Men's or Women's Electric Blue and Midnight Blue Umpire Shirt shown below (Members shall have both shirts):



(2) Pants shall be Charcoal Gray umpire pants. Members may also wear the Navy Blue pants as an option.

* Umpire style pants shall be utilized. Dockers, Cargo, Dress Pants, etc...shall not be worn.

(3) Solid black shoes. Plate shoes will have a hard shell or steel reinforced toe and a steel or reinforced tongue. Patent leather shoes are not authorized.

* Shoes will be cleaned and shined before every game. Soles should provide good traction.

(4) Navy blue or black socks shall be worn. No low cut/ankle socks permitted.

(5) White or Navy-blue undershirts shall be worn. Long-sleeved undershirt shall NOT be exposed. If you wish to wear a long sleeve undershirt, you must wear a long sleeve uniform shirt or jacket.

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(6) Navy blue cap with FHSAAC acronym embroidered in FHSAAC silver and blue on the front and vertical shield logo embroidered on the back. (Smitty or Richardson brands are approved).

(7) For 2026, the “old” Navy blue jacket, with light blue and white stripes may be worn. Starting in 2027, HCUA, LLC umpires shall wear the “new” jacket that matches the current required uniforms. Any or all umpires may wear a jacket. However, if more than one umpire wears a jacket, they must match.

(8) Home plate umpires must wear all necessary protective equipment. (Mask with throat protector, chest protector, shin guards, cup (for male umpires)).

* Sunglasses may be worn if they are in good taste. Please remove sunglasses when speaking with a coach.

(9) Ball bags will be unadorned navy blue or black.

(10) Jewelry, necklaces, watches, etc., except for wedding bands and medical-alert bracelets/necklaces, shall not be worn.

(11) Ball/Strike indicator and brush shall be carried by both the plate umpire and base umpire(s).

All official suppliers for FHSAAC softball gear are listed on FSHAA.org website.

Meetings

There are two types of meetings held as follows;

1. General Membership Meetings
2. Training Sessions

It is mandatory that members attend 2 General Membership meetings and a minimum of 6 Training Sessions. Failure to meet the number of meetings may affect future assignments.

Game Assignments

A. Any umpire canceling a game less than seven (7) days in advance of the scheduled game may be fined up to \$25.00 per cancellation.

B. Any umpire canceling a game less than 24 hours in advance of the scheduled game may be fined up to \$50.00 per cancellation.

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C. Any umpire who declines a game assignment without sufficient justification may be fined up to \$10.00 per game declined. This includes umpires who fail to accept their assignments within the arbiter-specified time frame, which is normally 72 hours.

1. Umpires are not permitted to “switch” games among themselves. If an umpire is unable to work a scheduled assignment, he/she must notify the booking commissioner and turn back the game. Any umpire involved in a “switch” of games that is not approved by the booking commissioner may be fined up to \$75.00.
2. Any umpire that “gives away a game” to another umpire without turning the game back into the booking commissioner (i.e. canceling) may be fined up to \$90.00.
3. All game assignments will be made using Arbiter. All umpires must accept or decline the assigned games by the deadline indicated in Arbiter. Each umpire is responsible for keeping their information and blocks up to date through Arbiter.
4. No umpire will be assigned to any games involving schools with which they have any direct involvement. This includes the umpire having a child attending the involved school or any other situation which creates an appearance of impropriety in the judgment of the Executive Board.
5. Prior to assignments being posted, all assignments will be reviewed by the Assignment Committee. After review, the Committee will forward all recommended changes to the President and the Booking Commissioner.

Tardy Policy

By contract, umpires are to arrive at the game site no later than 45 minutes prior to the scheduled beginning of the contest. The following applies to tardy umpires;

- A. “Late” is defined as arriving less than 30 minutes prior to the scheduled game time.
Penalty: \$10.00 fine per occurrence.
- B. “Extremely late” is defined as arriving less than 15 minutes prior to the scheduled game time. Penalty: \$25.00 fine per occurrence.
- C. “No Show” is defined as arriving after the game time or not arriving at all. Penalty: Full Game Fee fine per occurrence and/or additional sanctions as determined by the Executive Board.

NOTE: Any potential fine may be waived at the discretion of the HCUA, LLC President as long as there is sufficient justification.

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Fine Payment Policy

All fines must be paid prior to the next scheduled booking, or the delinquent umpire will not receive any booking assignments. If the last regular season booking assignments have already been made, delinquent umpires must pay all fines, or he/she will receive neither district assignments nor recommendation to the FHSAA State Series play. All umpires are allowed to approach the Grievance Committee regarding fines.

Recommendation Committee

The Recommendation Committee will consist of the #1 crew selected to represent HCUA, LLC at the FHSAA state series from the previous year, who will adhere to the following criteria.

1. No committee member will be assigned to the first crew unless approved by membership.
2. The committee will be provided with a report from the Training and Evaluation Committee. The Secretary will also provide a report showing attendance at membership meetings.
3. The Recommendation Committee will ensure that umpires assigned to the first four crews have demonstrated the best rules-knowledge, mechanics, and field presence during the regular season and that each umpire is available for all District, Regional and State Final games.

Training Committee

The Training Committee will work directly with the Training Director in training new umpires, aid other umpires with refining their skills, be assigned to at least one training session and aid the Training Director in preparing training materials.

Nomination Committee

The Nomination Committee will meet during the last month of the season to provide membership with candidates for the positions opening for election. Members will be provided with a deadline for nominations. Members must be nominated by themselves or their peers, and the candidates will be discussed with the Executive Board and must be in good standings. Nominations may be accomplished electronically via email.

Post Season Requirements

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Post season contests are considered as any contest assignment after the regular season games (i.e., District, Regional and State).

To work in the district tournament and beyond, an umpire should have worked at least two games where there were three (3) umpires and attended the required meetings (2 general and six training sessions).

Additional Games

In conjunction with our FHSAA commitments, additional games will be assigned on an availability only basis. This will include the Fall Instructional League and the Spring Developmental Leagues. Umpires shall wear the appropriate uniforms based on the assignments. If it is not an FHSAA sanctioned event, do not wear any uniform items with FHSAA logos attached.

Changes to this Document

Changes to this document may be proposed by any member in good standing. All changes must be approved by the Executive Board and then voted on by the membership.

Approved by membership on 11/23/2025