
GASTINEAU CHANNEL LITTLE LEAGUE SAFETY PLAN - 2025 -



EMERGENCY PHONE NUMBERS

Fire, police and first aid	911
Glacier Fire Station (non-emergency)	789-7554
Capital City Fire & Rescue (non-emergency).....	586-5322
Juneau Police Department (non-emergency)	586-2780
Bartlett Regional Hospital (non-emergency)	586-2611
Poison Information Center.....	586-1030
Alaska State Troopers (non-emergency)	465-4000

All injuries that require medical attention MUST be immediately reported by the manager to a board member and MUST also be reported to the League president **in writing** no later than 24 hours from the occurrence. Each manager has accident forms in their manager's packet. The League president notifies LLB and provides information forwarded through the VP of Baseball, VP of Softball, or other board member, as appropriate. Subsequently, the League provides the necessary insurance forms and information sheet to the parents, coach, or manager.

GCLL BOARD DIRECTORY

Position	Name	Cell Phone
President	Lexie Razor	907-957-1311
VP Softball	Shayla Sulser	907-723-5930
VP Baseball	Michele Ritter	907-209-4563
SB Coaching Coordinator	Natasha Peterson	907-738-0239
BB Coaching Coordinator	Spencer Stekoll	907-723-8569
Secretary	Angelica Strong	907-209-0977
Player Agent	Geoff Kirsch	907-957-3820
Safety Officer	VACANT	
Equipment Manager	Gary Reid	907-957-4891
Treasurer	Rena Dalman	208-599-1599
Chief Umpire	Matt McGuan	907-957-0613
Facilities	Casey Walker	907-321-2169
Uniforms	Jessica Nelson	907- 635-0441
Information Officer	Geoff Kirsch/Shayla Sulser	See above

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GASTINEAU CHANNEL LITTLE LEAGUE

SAFETY PLAN 2025

Organization, Administration and Volunteers

Safety Officer/Plan: The League will have an active safety officer as a board position. The safety officer must be on file with Little League International (LLI). The contact information is on the first page of the Safety Plan. The Safety Plan is distributed in the manager's packets.

Equipment Manager: The League will have an active equipment manager as a board position who will work with the safety officer to ensure all equipment is safe and up to current standards.

Safety Budget: The League will allocate part of its annual budget to safety improvement and education.

Volunteer Applications and Background Check: All volunteers of any nature (any persons who provide regular services to the league and/or have repetitive access to or contact with players or teams) are required to complete the volunteer forms required by LLI and to provide a government issued photo identification. A nationwide background check (including checking for sexual abuse) will be conducted for all volunteers. No persons (including parents) are allowed to act as volunteers (as defined above) without this background check and approval by the League. Only the 2025 form may be used.

The League president will retain these confidential forms for the year of service.

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Facilities

Facilities Inspection Pre-season and Survey: Prior to pre-season practices, the League safety officer will inspect all fields used by the League and will work with the City and Borough of Juneau (CBJ) to ensure safe facilities. In addition, the League safety officer will complete the Annual Little League Facility Survey required by Little League.

Facilities Inspection Pre-game: Fields will be walked and inspected before every game by managers, coaches, and umpires. Any safety hazard, worn or damaged fences, or spectator seating will be immediately repaired or remedied. Games will not proceed until a safety hazard on the field is alleviated. Any safety hazards will be reported immediately to the League president and safety officer. Umpires and managers will be trained in recognizing safety hazards due to field conditions, weather, or lighting. Procedures and guidelines for calling games are outlined in the League bylaws.

First Aid Kits: All fields used by the League for either practice or games will be equipped with a first-aid kit, which will include first-aid supplies for potential baseball and/or softball related injuries, including ice packs. The first-aid kits will be inspected and restocked on a regular basis during the season. There will be a list of necessary items in each kit with directions to the team managers to contact the safety officer if supplies are depleted to a low level. In the event supplies are depleted to that level, it is the manager's responsibility to immediately notify the safety officer of necessary items. Any League tournament team traveling out of town will be provided with, and be required to maintain, a similar first-aid kit.

Contact Information: Each field shed will have phone numbers and contact information posted which will include the League president, safety officer, board members, and local emergency phone numbers.

Phones: Telephones or cell phones will be accessible at all fields.

Clean-up After Practices and Games: Managers are responsible for seeing that their team picks up all litter and debris from the field and stands after every game.

***Note on facility lighting: All fields belong to the CBJ. Lighting is audited annually prior to the softball/baseball season, as these fields are used by more than the League. The League relies on CBJ for supply, inspection, maintenance, and currency of lighting requirements. Also, due to the latitude and extended daylight hours, much of the League play is done prior to the time of day that lights are required.

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Equipment

Equipment Enforcement: LLI equipment rules are enforced at all practices and games.

Inspection of And Distribution of Equipment Pre-season: All equipment returned at the end of the season will be inspected by the equipment manager for damage or excessive wear when it is returned. Suspect equipment will be repaired or disposed of. Before pre-season, all equipment will be inspected again prior to distribution to teams. Suspect equipment will be repaired or disposed of.

Inspection of Team Equipment Before Games: Managers, coaches, and umpires will inspect team equipment before each game to ensure it meets all safety requirements and presents no safety hazard. Any equipment that is unsafe shall not be used. Such equipment should be brought to the attention of the equipment manager or the safety officer as soon as possible for inspection, repair and/or replacement.

Inspection of Individual Equipment: Any equipment not provided by the League, (e.g., bats, gloves/mitts, catcher's gear, etc. owned by an individual) shall also be inspected by managers, coaches, and umpires for compliance with LLI safety requirements. Individual equipment that does not meet the LLI safety standards shall be used.

Use of Mandatory Safety Equipment: Players must use all safety equipment mandated by LLI rules and/or League rules, without exception. This includes protective cups where required. Managers will encourage the use of cups for all fielders and require the use of cups for catchers. Batting helmets with face guards are available through the League and are mandatory for Tee-Ball. Softball players are strongly encouraged to wear a fielding face mask and use a batting helmet with a face guard.

Equipment Out Of The Field Of Play: Managers are responsible for keeping equipment in the dugout area or behind screens and out of play.

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Training, Education, and Adherence To Safety Rules

First Aid Training: One representative from each team (either the Manager or a Coach) is required to attend the Annual Manager's meeting which will be held in April of the current league year. At that meeting, a first aid training session will be held. Managers are required to attend first aid training at least once every three years. All managers, coaches and board members will be required to take online training for Abuse awareness for adults through littleleague.org and concussion training through cdc.com/headsup.

Safety Plan/Manual: The League will publish a safety plan/manual and distribute it to all managers, coaches, volunteers, and umpires, as well as provide copies at all concession stands or gear sheds.

Safety Education Material: The League will distribute to managers other pertinent safety informational material.

Fundamentals Training: Fundamentals training (including hitting, sliding, fielding, pitching, etc.) will be held by the League with required attendance by at least one coach or manager from each team. It is required that all coaches/managers attend fundamentals training at least once every three years. The league will maintain records documenting such attendance.

Rules Training: At the first aid training, managers and coaches will be instructed on following all rules of the game, and all rules regarding use of equipment with emphasis on the safety aspects of the rules. All Little League International rules and League rules will be strictly enforced at all practices and games.

Travel To and From Fields: Managers and coaches will discuss and advise players as to safety procedures for travel to and from the fields for practices and games. A manager or coach will stay with, and be responsible for, any player not picked up by a parent or guardian. If this becomes a common occurrence, the manager or coach will notify the League safety officer or president for parental contact.

Code of Conduct: All managers will orient parents on the Code of Conduct and have each parent sign a Code of Conduct agreement form provided by the League.

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Accidents, Injuries and Near Misses

Medical Treatment Release Forms: All team managers will have medical treatment release forms signed by the parents or guardian of each individual player on their respective teams. These forms are to be in the manager's or coach's possession during all practices and games. The medical release forms are to be used in an emergency whenever an injured player requires medical attention, and a parent or guardian cannot be reached.

Reporting of Accidents, Injuries and Near Misses: All injuries that require medical attention MUST be immediately reported by the manager to a board member and MUST also be reported to the League president in writing no later than 24 hours from the occurrence. Each manager has accident forms in their manager's packet which must be completed. The League president notifies LLB and provides information forwarded through the VP of Baseball, VP of Softball, or other board member, as appropriate. Subsequently, the League provides the necessary insurance forms and information sheet to the parents, coach, or manager.

Any near misses that result from a situation that may be ongoing or may occur again will be reported by the manager to a board member as soon as possible, with any suggestions as to how to avoid the problem in the future.

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Concession/Snack Shack Safety Procedures

- All workers should wash and disinfect their hands prior to working each shift, or after using lavatories during shift
- All countertops and appliances should be cleaned periodically during each shift with disinfectant cleaner
- Dishes and utensils used during each shift should be washed and dried
- Sink areas should be kept clean and dish free
- Floors should be swept at the end of the last shift of the day
- Garbage should be bagged and secured at the end of the last shift of the day
- Any leftover cooked food should be discarded at the end of the last shift of the day. Uncooked leftover food should be properly wrapped and refrigerated
- Food should be checked periodically for expiration dates. Expired food will be thrown away
- The League will appoint a concession manager who is trained in safe food handling, preparation, and procedures. The concession coordinator will train workers and ensure all safety procedures for food handling are followed

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Long-Range Goals

FIELDS

- Construct covered stands at Melvin fields #1 and #3
- Construct bullpens at Melvin field #1
- Safety netting added to Miller #1, Melvin #1, and Melvin #3 to limit foul balls leaving the field of play
- Score board at Miller #2
- One field with grass or artificial turf

EQUIPMENT

- Update and purchase new playing equipment each year
- New Sock nets for Miller fields #1 and #2, and Melvin #1 and #3
- New L screens for Miller fields #1 and #2, and Melvin #1 and #3
- Inspect, maintain, update and/or replace pitching machines
- Build enclosed batting cage at Melvin Park