

# SCAHA Manager Workshop



August 11th 2018

# Commissioner's Update

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**David Bigelow**

SCAHA Commissioner

[dbigelow25@gmail.com](mailto:dbigelow25@gmail.com)

# Agenda



- ❖ Opening Comments
- ❖ League Overview
  - SCAHA Board Contact Information
  - Governing Agencies Overview
  - SCAHA Overview
- ❖ Rules updates and Important policies
- ❖ Member Services
  - Credential book
  - Roster Management
- ❖ Statistician/Web Master Procedures
  - Schedule, Scoresheets, Tournament, Exhibition, and more.

# SCAHA Executive Committee



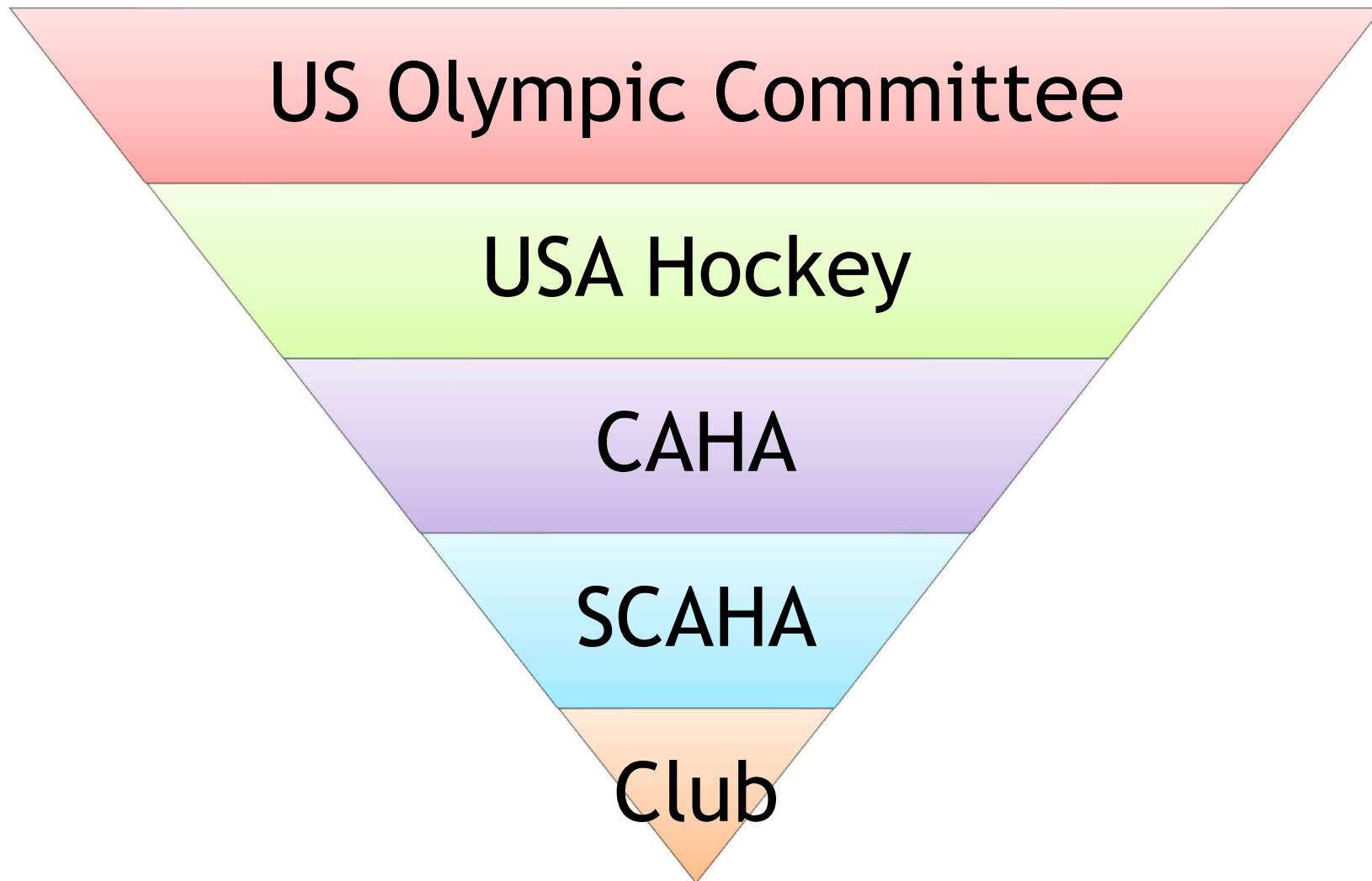
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Jim Burcar	Director at Large	<a href="mailto:jim@goldrushhockey.com">jim@goldrushhockey.com</a>
Dave Bigelow	Ice Convener	<a href="mailto:dbigelow25@gmail.com">dbigelow25@gmail.com</a>
Todd Thomasy	Treasurer	<a href="mailto:toddthomasy@aol.com">toddthomasy@aol.com</a>
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Rosemary Voulelikas	Secretary	<a href="mailto:rvoulelikas@gmail.com">rvoulelikas@gmail.com</a>

# Program Directors



Name	Position	Contact Information
Jim Burcar	8U Director	<a href="mailto:jim@goldrushhockey.com">jim@goldrushhockey.com</a>
Bridget Hopkinson	Director of Managers	<a href="mailto:cahabridget@gmail.com">cahabridget@gmail.com</a>
Rick Hutchinson	SafeSport Coordinator	<a href="mailto:rhutchinson@the-rinks.com">rhutchinson@the-rinks.com</a>

# Governing Agencies



# SCAHA



## ❖ What is SCAHA?

- A not for profit organization
- SCAHA is a league member of CAHA
- CAHA is an affiliate member of USA Hockey
- USA Hockey is governed by the USOC

# Deputy Commissioner's Update

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## Rosemary Voulelikas

SCAHA Deputy Commissioner

CAHA 1<sup>st</sup> Vice President

[rvoulelikas@gmail.com](mailto:rvoulelikas@gmail.com)



# Welcome & Thank you

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## Welcome to the 2018-2019 season!

I want to begin by expressing our gratitude to all of you for volunteering to be the manager of your teams. Without your hard work and dedication, we would not be able to do our jobs efficiently and effectively.

Some of you are veterans and others are first time managers, but rest assured, SCAHA is here to help you. Our motto is “communication, communication, communication.”



# Rules and Regulations

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- ❖ The Guidebook is on-line. Print it, read it, carry it, know it!
- ❖ Coaches do not know rules. That's a law of nature.
- ❖ When in doubt ASK!
- ❖ Communication is KEY! If you have a situation that you need help with, don't wait, call or e-mail right away.
- ❖ Use your club president...that's why they're there.



# SCAHA Rules to Note

**SCAHA rule 17.13:** Spectator, coach, player, and parent conduct, before, during, and after a game is subject to review and possible sanction by SCAHA.

**SCAHA rule 17.14:**

In the event that a game official or league official deems it necessary to eject a spectator, the following shall occur:

- a) The spectator will be ejected and shall leave the rink property and shall not be allowed re-entry to the property for a minimum of 3 hours.
- b) The scoresheet shall be documented that an ejection occurred. Whenever possible, the spectator's name should be documented on the scoresheet. The referee will file a report within 24 hours with the league.
- c) The club of the offending spectator shall be fined \$250 per ejection, payable to the league within 30 days. Each offending spectator shall pay the \$250 fine to the club.
- d) The spectator will immediately be suspended from all USA Hockey activities for 30 days.
- e) The team manager is responsible for facilitating compliance with this rule including assisting with identification of the offending party for the scoresheet.

# SCAHA Rules to Note



**SCAHA rule 17.16:** Any player or coach who is given a penalty as a result of using language that is offensive, hateful or discriminatory in nature anywhere in the rink before, during or after the game will be immediately assessed a match penalty and suspended for 30 days pending a hearing. The offensive, hateful or discriminatory language must be documented on the scoresheet or in the referee's report as a 601(e3) Game Misconduct ~~for a racial slur~~.

**SCAHA 27.01:** In all SCAHA games teams must wear their SCAHA approved jerseys; home teams wear their ~~light~~ dark jerseys and the away teams wear ~~dark~~ light jerseys.

**SCAHA rule 27.19:** No parent, coach or spectator is allowed in the penalty box.

**SCAHA rule 27.25:** All noisemakers are prohibited during all league games. A noisemaker is defined as any object/device or action intended to produce a loud noise. If any on-ice official or league official deems a spectator's noisemaker to be disruptive, they can direct the spectator to desist or leave the arena. Club personnel with League approval are also empowered to determine if the noisemaker is disruptive. All spectators are expected to cooperate fully with the officials.

**SCAHA rule 27.26:** Injured or suspended players or goalkeeper may not be on the players' bench.

**SCAHA rule 32.05:** All SCAHA teams participating in tournaments ~~and/or~~ exhibition games must submit an online scoresheet ~~and complete an online game summary form on the SCAHA website to the SCAHA Statistician~~ for all games in which the team participated within ~~five (5)~~ two (2) days of the last game played.

**SCAHA rule 35.07:** Any player or coach who leaves the game bench or penalty box during an altercation shall result in the team's Head Coach (or designated Head Coach) **will be immediately assessed a Match penalty and** suspended for 30 days or until a hearing is held. Players **and coaches** involved will be subject to supplementary disciplinary action as allowed under USA Hockey Rule 4.10(a).



# Penalty Review - What is it?

- ❖ Chaired by the Deputy Commissioner
- ❖ Meets approximately once a month during season
- ❖ Comprised of 4-7 people depending on the issue and availability
- ❖ Formal in content
- ❖ Due process is followed
- ❖ Outline of the Hearing
  - Hearing date/time set up (by e-mail notification)
  - Invitee can bring two members of immediate family + one more person
  - Invitee can present any information/evidence they would like (documents, video, statements, penalty history, etc.)
  - League presents information (ref reports etc..)
  - Question/answer period
  - Deliberation and Decision (response sent within 5-12 days of hearing)
  - Outcomes: Reduction of suspension/30 days/Extension of suspension

# Member Services

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## Nancy Hodge

SCAHA Director of Member Services

SCAHA Coach-in-Chief

USAH Pacific District Associate Registrar

[dux8fan@aol.com](mailto:dux8fan@aol.com)

# Member Services



- ❖ Primarily interface with Club Registrars
  - Work with your club registrar who in turn will work with SCAHA Member Services
- ❖ Roster Management
  - Review Player Releases
  - Roster Adds/Drops
- ❖ Credentials for SCAHA/CAHA playoffs

# Coach/Manager/Volunteer



- ❖ All Coaches/Managers/Volunteers Must Complete the following
  - Name must appear on the CAHA Compliance List (Screening & SafeSport Training completed) **prior** to rostering
- ❖ Coaches must complete their age specific CEP modules **prior** to rostering
- ❖ Managers/volunteers must complete the state mandated concussion training
  - <https://www.cdc.gov/headsup/youthsports/training/index.html>
- ❖ Send the concussion completion certificate to your Association Registrar (or other designee) when completed prior to participating
- ❖ The CAHA annual acknowledgment is part of USAH registration process now.





# Rob Foster

SCAHA Statistician

SCAHA Web Master

USAH CEP - Southern California Regional  
Manager

lahockeyfan2@yahoo.com



# Calendar/Schedule Highlights

- ❖ 4 Preseason games
- ❖ Minimum of 16 Regular season games that count towards the standings
- ❖ No games will be scheduled during major holidays weekends
  - Labor Day, Thanksgiving, Christmas, New Years, Martin Luther King, President's Day
- ❖ Final Team Declarations are due September 23rd
- ❖ A/B Season Information
  - Pre-Season Starts - September 8
  - Regular Season Starts - October 6
  - Regular Season Ends - March 3
  - 1<sup>st</sup> Round of Playoffs Round Robin - March 9-10
  - Semi-Finals - March 16-17
  - Finals - March 23-24

# Scheduling Overview



- ❖ Cannot start a game before 7:00a or after 9:00p
- ❖ **No rescheduling of A/B games**
  - Will result in a forfeit
- ❖ Exhibition Games (w Girls Teams)
  - Do not count towards your standings
  - Must be played or will result in a forfeit

# Scheduling Overview



- ❖ If you have issues with the schedule
  - Inform your Club President/Ice Convener and he/she will inform the League Ice Convener
- ❖ Clubs are responsible to distribute the game schedule and any changes to their teams
- ❖ SCAHA will ensure that all teams within the same division will have the same number of games count toward standings (Rule 26.16)
  - No guarantee you will play the same number of preseason or regular season games
  - Minimum of 16 games will count towards the standings

# Scheduling Overview

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- ❖ Divisions with an odd number of teams are scheduled to play an odd number of games
  - 1 team is randomly selected to play 1 extra game to complete the schedule
  - 1 game is randomly removed from that team's standings

# Scoresheets



- ❖ What do you need to do before the game is played?
  - Add your labels to all 3 copies of the scoresheet
  - Cross off players/coaches that are not participating in the game on all 3 copies of the scoresheet
  - Fines/Suspensions will be issued for games played with players/coaches who are not eligible to play



# Scoresheets after Game is Played

## ❖ SCAHA games:

- Home team must input the scoresheet, online at SCAHA.com by 10 pm the following Monday.
- Home team **MUST UPLOAD** a scanned or picture copy using the upload scoresheet button for the game

## ❖ Tournament Games

- Upload a scanned or picture copy using the upload scoresheet button on the Tournament Games list by 10 pm of the day after the tournament completion.

## ❖ Exhibition Games

- Upload a scanned or picture copy using the upload scoresheet button on the Exhibition Games list within 24 hours of playing the game.

# Tournaments and Exhibition



- ❖ What do you need to do for Tournaments?
  - Submit request online in the manager portal.
  - Must be done no later than 2 weeks before tournament is to be played
  - System will automatically Approve/Decline
    - You will Receive an email from the system...keep it
  - Send me an email if you have any questions
- ❖ What do you need to do for Exhibition Games?
  - From the Manager Portal select Add Exhibition Game option.
  - Must be done at least 3 days before exhibition game is scheduled to play
  - I will review and Approve
    - You will receive an email from the system...keep it
  - You will need to Secure Referee's, to do so send a request email to [Scrimmage@lahoa.com](mailto:Scrimmage@lahoa.com)





## Where to Access the Manager Portal

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- ❖ [www.scaha.com](http://www.scaha.com)
- ❖ What Can You Do From the Manager Portal
  - Roster - Jersey Number Assignments
  - SCAHA Games - Scoresheet Entry
  - Tournaments
    - Request Permit To Play
    - Add Games
    - Submit Scoresheets
  - Exhibition Games
    - Request Permit to Play
    - Submit Scoresheets

# Acquiring Access to Manager Portal



- ❖ Following Steps Need to Occur:
  - Managers must have an account in [www.scaha.com](http://www.scaha.com)
  - Acquire a volunteer USA Hockey membership from [usahockey.com](http://usahockey.com)
  - Register for SCAHA using the usa hockey membership.
  - Executing a Digital LOI with the club for the team to manage
  
- ❖ Once completed - When you login you will automatically start on the manager portal page.

# SCAHA Website



## ❖ Manager Tools Training

- Webinar trainings will be held on the following days:
  - Website - Saturday August 18<sup>th</sup> 10:00 am
  - Website - Saturday August 25<sup>th</sup> 10:00 am
  - Scorekeeping Saturday August 25<sup>th</sup> 11:00 am
- Email Rob Foster @ [lahockeyfan2@yahoo.com](mailto:lahockeyfan2@yahoo.com) to reserve a spot. Once we reserved an email will be sent with webinar details.

# Financial & Scholastic Assistance



## ❖ Financial Assistance Program

- Print out and complete financial assistance application (to be posted on the SCAHA website soon)
- Provide a copy of first two pages of your 2017 Federal tax return
- Deadline for submission is no later than 5:00 PM September 29, 2018
- Notifications of award will be emailed in October

## ❖ Scholastic Assistance Program

- To assist students who have played in SCAHA for a minimum three (3) seasons with college tuition expenses.
- Contributions from LA Kings and Anaheim Ducks
- Deadline for submission is March 31, 2018
- Selected scholarship winners will be announced no later than May 1, 2016