



Have Accident Reports to File with CFSA? CFSA Advises: Do it Now

Patti Nevin, CFSA's workers' compensation administrator, sums up the CFSA Risk Department's foremost fairtime message: send in accident reports promptly. Don't hold them until after the fair has ended.

Here's a quick overview of what to do when an employee is injured at work:

1. If you have any serious accidents involving a fair employee, call Patti immediately at 916/263-6172.
2. Give the employee Form DWC-1, the Employee's Claim Form, to fill out.
3. Immediately fill out Form 5020 (the Employer's Report) and the Supervisor's Report of Injury.

Because Patti uses the 5020 to begin working on an injured worker's case, she encourages you to mail in the 5020 as soon as it's complete and not to hold it until the Supervisor's Report is ready for mailing. She also notes that you don't need to wait until you've received the Employee's Claim Form (DWC-1) back from the employee to mail in your Supervisor's Report. When you've completed your part of each form, send them to CFSA.

4. For all employees who are not full-time (40 hours per week), please include the following information:
 - date of hire, the date the job ends and if the employee has worked for your fair in the past.
 - the employee's earnings at your fair for one year

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When it comes to accident reports, file early and file often.

Fairs in the News

2003 San Joaquin Fair Sets Horse Racing Handle Record

The recently concluded 10-day race meet at the San Joaquin Fair recorded increases in ontrack handle, ontrack attendance and field size. Once the sound of thundering hooves had died down, a total of \$2.29 million had been wagered on live and simulcast racing, an increase of 1 percent over 2002's total. Ontrack attendance was also up 1 percent, with a daily average of 4,508 fans and a closing day crowd of 7,318 fans.

The fair's Thoroughbred field increased from an average of 7.52 horses per race in 2002 to 8.26 in 2003. In addition, the San Joaquin Fair increased the number of Thoroughbred races from 66 in 2002 to 74 in 2003.

San Joaquin Fair and California Authority of Racing Fairs' executives credit full fields (helped in part by successful recruiting efforts targeting Arizona horsemen), continuing improvements in racetrack maintenance and safety, and an increase in promotional efforts, including tie-ins to the major motion-picture "Seabiscuit," for the impressive numbers.

"We've been lucky," said Forrest White, CEO of the San Joaquin Fair. "The weather has been great, our purse structure is sound and most importantly, the horsemen have supported the fair and filled the races."

Mark These Dates on Your WFA Meeting Calendar

- WFA Day at the California State Fair, Wednesday, August 27, 5:00-7:00 p.m.
- California Fairs Alliance (CFA) board of directors meeting, Wednesday, August 27, 11 a.m.
- WFA Feature Fair Tour, State Fair of Texas, Dallas, Tuesday-Thursday, October 14-16. Tour details can be found at www.fairsnet.org or in WFA's Summer *Fair Dealer* magazine (due out at the end of August).
- CFA Fall Convention, Tuesday-Thursday, November 4-6. Details will be mailed out in late August.
- WFA 2004 Convention, San Diego, Monday-Thursday, January 5-8, 2004. To confirm dates and locations, call WFA's meeting line: 916/535-7805 or visit the WFA Web site: www.fairsnet.org.

Funding for Equipment Financing Available

You'd be hard pressed to find a better time than right now to take advantage of CFSA's equipment financing program. There's funding available and interest rates are at their lowest.

Available exclusively to CFSA member fairs, this program is funded with money set aside by CFSA's board of directors from

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Let's Go to the Fair, '03

Warm weather along with new and improved entertainment were cited for paid gate increases (except for one fair that excelled in spite of cold, windy conditions), while competition from other local events posed challenges for the recently polled fairs. Here's how numbers add up with 11 fairs reporting in:

2003: 554,005 patrons
 2002: 540,713 patrons
 Total: + 13,292 patrons
 Up: +2.45%

On the back:

- California Fire Marshal certificates are available for convention taffeta purchased through CFSA.

"I never think of the future. It comes soon enough."

~ Albert Einstein



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Let's hear from you!
Contact fyi at:
916/263-6163
Fax: 916/646-1238
mthurber@cfsa.org
Visit our Web site:
www.cfsa.org

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"The best way to predict the future is to invent it."

~ Alan Kay

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prior to date of injury, or, if the employee hasn't worked a full year at your fair, indicate all earnings from the date of hire.

This information will help ensure that if the employee is unable to work, he or she is paid the correct temporary disability rate. Temporary employees that are off work during the time they would have been working are paid their hourly rate. If they are off work after their job has ended, the temporary disability rate may be reduced to the minimum rate of temporary disability (\$126 per week) depending upon proof of additional earnings provided to CFSA by the worker.

If you have questions regarding workers' compensation, please call Patti at 916/263-6172 or Angie Grech at 916/263-6174.

Mail your 5020s to:

CFSA - Attn: Patti Nevin, Workers' Compensation
P.O. Box 15518
Sacramento, CA 95852

Please note: 5020s can no longer be faxed to CFSA as the shaded areas of the redesigned form become unreadable. For more information about workers' compensation, look in your fair's *Red Book*, under the Workers' Compensation tab.

General Liability Claims

Rosalyn Johnson, CFSA's senior general liability claims examiner, echoes Patti's request and asks all risk pool members to submit their liability reports and/or to give her a call (916/263-6171) as soon as possible after an incident has taken place. Then, should the involved parties call her, Rosalyn will be prepared to discuss the incident.

Mail or fax your general liability report to:

CFSA - Attn: Rosalyn Johnson, General Liability
P.O. Box 15518
Sacramento, CA 95852
Fax: 916/263-6159

You'll find more information about the general liability claims process in your *Red Book*, under the General Liability tab.

In other related notes:

General Liability Release and Waiver Forms

Charlie Mitchell, CFSA's risk manager, wants to remind all CFSA general liability pool members about the importance of ~~having signed~~ *Participant Release and Waiver of Liability* forms on file for all participants in athletic, motorized racing and equestrian related events (as well as other hazardous activities) held on your fairgrounds. Generally part of an event's entry form, a signed waiver protects both your fair and the general liability pool from avoidable losses. *Have questions? Contact Charlie at 916/263-6150.*

CFSA's Contract Review Service

Each year, Lianne Lewellen, CFSA's risk analyst, reviews more than 1,000 fair contracts submitted to DAA and CFSA-member fairs by vendors, contractors and others wishing to use fair facilities for a variety of activities and events. This review of all nonhazardous contracts over \$15,000, and all hazardous contracts, regardless of their dollar amount, is provided at no charge and helps ensure a facility user's general liability coverage meets all of CFSA's insurance guidelines and

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that the fair and the risk-sharing pool are adequately protected.

To have a contract reviewed, simply send or fax a copy to Lianne as far in advance of the event as possible.

Send contracts to:

CFSA - Attn: Lianne Lewellen
1776 Tribute Road, Suite 100
Sacramento, CA 95815
Fax: 916/263-6159

Equipment Financing Program, continued...

CFSA's risk pool reserves. To reimburse the reserves for interest lost on money out on loan, an interest rate of 5 percent, the lowest it's been in the history of the program, is currently assessed on each loan.

This financing program is ideal for fairs needing a particular piece of equipment, but would rather not expense it all at once through their annual budget.

For more information about this program, call Raechelle Gibbons at 916/263-6143.

Buy your Convention Taffeta from CFSA? A "Flame Resistant" Certificate is Available

If you purchased your convention taffeta from CFSA this year, Karen Galley, CFSA's purchasing services agent, and Tom Allen, CFSA's safety manager, now have copies of the State Fire Marshal's "Registered Flame Resistant Product" certificate available at no charge.

It's a good idea to have a certificate on hand as this information may be required by your fair's inspecting fire marshal. *If you'd like a certificate call Karen Galley at 916/263-6191 or Tom Allen at 916/263-6186.*