



It's Time for a Change

Daylight Saving Time Comes Early this Year. Is Your Computer Ready?

In August 2005, Congress passed an energy bill that included extending Daylight Saving Time (DST) in the United States by a month. This is why, beginning this year, DST starts Sunday, March 11, three weeks earlier than usual, and ends Sunday, November 4, one week later than usual.

What's this mean to your computer's internal clock? Unless certain updates are applied to your computer, the time zone settings for your computer's clock may be incorrect during the extra four weeks. Fortunately, there are some easy ways to ensure that both your Windows operating system and your calendar programs are updated, and Mike Johnson, CFSA's senior information systems specialist, is just the guy to tell you how.

According to Mike, if you use Windows Vista or have XP's "Automatic Updates" feature turned on, you probably won't be affected by the new time change schedule. This is because Microsoft built a DST "patch" into Vista, and for Windows XP users, issued patch number KB931836. Here's how to verify that the XP patch was installed on your computer when it was issued in February:

1. Open the Internet Explorer browser.
2. Under the "Tools" menu, select "Windows Update."
3. On the left side of the Windows Update Web page under "Options," click "Review your update history." The most recent updates are listed first.
4. If the DST KB931836 patch is installed, it will be listed within the last few months as a "Security Update for Windows XP (KB931836)" with a green circle/disk and check mark in the Status column.

If the patch isn't installed, go to Microsoft's Daylight Saving

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Events and News from the California Department of Food and Agriculture's Human Resources Branch

The California Department of Food and Agriculture's (CDFA's) Human Resources Branch (HRB) is gearing up for the popular Nuts 'n Bolts training to be held at Cal Expo, Tuesday and Wednesday, April 10th and 11th.

Nuts 'n Bolts is an annual two-day training session put on by the Western Fairs Association (WFA). Presenters from WFA, the Division of Fairs and Expositions, CDFA, California Construction Authority, and California Fair Services Authority will cover the areas of office administration including human resources, contracts, audit preparation, concessions, and other timely topics. Also included are keynote speakers, a series of roundtable discussions, lunch, dinner, and fun entertainment. Keep an eye on your mailbox, Nuts 'n Bolts registration

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Sign Up Today:

Maintenance Mania II is March 13-15 in Anderson Act quickly and you can still take part in Maintenance Mania II, slated for March 13-15 at the Shasta District Fairgrounds in Anderson. The Bonus Day for certification sessions is Monday, March 12. Participation in the certification sessions and in Maintenance Mania's courses and events is free and meals are included.

This year's event features CPR/First Aid, and fork lift and aerial platform operation certification sessions; required annual classes including Lockout/Tagout, Fall Protection and Bloodborne Pathogens; and hands-on classes covering everything from time management and team leadership to carpentry, plumbing and electrical systems. You'll also take a tour of the fairgrounds and enjoy a chance to show off your skills in team building and fun relay competitions.

Here's How to Register

Because time is tight and space is limited, download a registration form at: www.maintenancemania.com and e-mail it to Kristina

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Timely Workers' Comp Tips from CFSA

When an employee is injured in a job-related accident, Patti Nevin, CFSA's workers' compensation administrator, reminds all Workers' Compensation pool-member fairs that you must give the injured worker a "Workers' Compensation Claim Form"

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"The nicest thing about the promise of spring is that sooner or later she'll have to keep it."

~ Mark Beltaire

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Let's hear from you!
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www.cfsa.org

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"Living on Earth may be expensive, but it includes an annual free trip around the sun."
~ Ashleigh Brilliant

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Time Change, continued

Time Update Guide: http://support.microsoft.com/gp/dst_hu1
Select your Windows operating system, then follow the steps to install the DST patch.

To find out what operating system your computer uses, click "Start" in the Task bar (usually in the lower left hand corner of your screen) > Control Panel > (double click) System. The Windows version you're using is on the General tab.

Windows systems prior to Windows XP SP2 (this includes Windows XP SP1 [without service packs], Windows 2000, Windows NT, and Windows 98) are generally not supported and you'll have to add the DST patch to the system yourself or reset the clock manually. More information is available in an article called "Preparing for Daylight Saving Time Changes in 2007," available at <http://www.microsoft.com/windows/timezone/dst2007.mspx> from Microsoft.

Have a Mac? If you're using OS X, version 10.4.5 or earlier, you'll have to manually change your computer's clock on March 11 and November 4.

Need Help? Give Mike Johnson at 916/263-6155 or Kris King at 916/263-6173 a call. They'll be happy to help you with any questions or problems you may have regarding DST and your computer.

News from CDFA, continued

materials have been mailed out to all fairs.

HRB has also mailed a survey to all District Agricultural Association (DAA) fairs asking for input on the types of personnel training you would like your employees to receive at Nuts 'n Bolts.

In addition, the HRB has developed a CD with answers to the most frequently asked questions about HR processes, including instructions on how to complete the various HR forms. The CD was mailed to all DAAs on February 15th. The CD will also be available to everyone who attends the Nuts 'n Bolts training.

More training news: HRB is currently developing training that will focus solely on HR processes. The training will be in-depth and is designed for people handling DAA HR needs. Dates for area training will be announced in the near future.

Please remember that the HRB staff welcomes any and all questions from the DAAs. Their staff is dedicated to serving all your HR needs and strives to return phone calls within 24 hours. You can reach the HRB at 916/654-0790.

CESAR CHAVEZ DAY

**On Friday, March 30,
CFSA, F&E and WFA will be
closed in honor of
Cesar Chavez.**

Maintenance Mania, con't.

Woolley: maintenance@kerncountyfair.com or fax it to Kristina's attention at 661/833-4938.

Discount Lodging

A few discount priced hotel rooms are still available at the AmeriHost Inn. Call 530/365-6100.

Questions? Call Kristina at 661/833-4941.

Workers' Comp Tips, con't.

(DWC-1) within 24 hours of knowledge of the accident and injury. If you can't give the form to the worker personally, mail it to his or her home.

You also need to provide Patti with a completed copy of the "Employer's Report of Occupational Injury or Illness" (Form 5020). You can do this by mail, by fax or by visiting CFSA's Web site: www.cfsa.org, where you can fill out the form and submit it online. You'll find CFSA's mailing address and fax number on the form itself. Having this Report is the only way Patti can open a file for the injured worker and the sooner she can do this, the better.

If you have any questions about either form or about a claim in progress, call Patti at 916/263-6172.