

CAD Additions Task List

- Situation #1:** The addition of resources not currently dispatched by State Radio.
- Understanding:** Any resources that are not dispatched by State Radio at the time of addition into the CAD system, shall receive I/Informer to be used to run queries through NCIC via CAD to the State Message Switch.
- Required Resources:** All PC's being added into the system will be required to have these resources PER PC, wishing to be added into the State CAD system:

I/Informer software; ORI License; NetMotion VPN Account & Software

All users that will be using I/Informer must have a login and password created for them within the State CAD system as well as the State Message Switch.

All users that will be using I/Informer must also have a login and password account created for them to be used with NetMotion.

NOTE: The login and password for I/Informer and NetMotion will not necessarily be the same. While we understand it is easier to try and make them the exact same login and password, the systems are separate from each other, and will not allow us to do so.

- Provided Materials:** The end-user (you) must provide certain materials to State Radio, and must also obtain certain materials before contacting State Radio. The Agency being added onto CAD must provide:

A list of all users that will be logging into the I/Informer system to run queries.

A list of all PC's that will be used to host the I/Informer software. The list must contain the PC-NAME of each PC, as well as the IP address that is assigned to that PC for NetMotion, by the State ITD agency.

Each of the items here in the *Provided Materials* section, will be mentioned in the next section. It will provide you with a contact person to give the materials to. Please prepare these materials before moving on to the next step.

- Procurement Steps:** The following steps can be used to procure all items necessary for the end-user to gain access to run queries through I/Informer to the State Message Switch.

Obtain NetMotion accounts along with Username & Password accounts for NetMotion, via the State ITD agency.

ITD will also provide the needed software that must be installed on each PC requiring access to the State Message Switch.

When making the request for accounts to ITD, you must request that the user accounts being created have access to the 10.8.73.X IP range.

ITD will also provide static IP addresses for each PC at this time, which must be passed along in the next step.

ITD can be reached at 701-328-4470

Obtain ORI License for each PC running I/Informer.

End user will provide list of PC's with PC-NAME and IP addresses.

Primary: Contact Jennie Curtis with State Radio at 701-328-8151

Email: jcurtis@nd.gov

Secondary: Contact Jim Crow with State Radio at 701-328-8152

Obtain Username and Passwords for the I/Informer software.

End user will provide list of all users needing access to I/Informer, along with their Unit information.

Contact Bill Haas or Brian Sauter in State Radio at 701-328-9921

Email: whaas@nd.gov or besauter@nd.gov

Obtain I/Informer software, along with installation instructions.

Contact Rusty Dahlin with DES IT Dept at 701-328-8201

Installation:

Installation of NetMotion software will be supported by ITD.

Installation of I/Informer software will be supported by Rusty Dahlin.

Installation instructions will be provided for I/Informer by Rusty Dahlin.

Training:

Training of I/Informer software and proper procedures for running queries will be provided by Jennie Curtis on a remote basis in conjunction with the Highway Patrol, regionally.

Support Procedures:

All support for NetMotion, I/Informer, and user accounts will be maintained via the same persons, agencies, or departments as the original procurement for those necessities.

ITD can be reached 24/7 for NetMotion software & login problems.

State Radio can be reached 24/7 for login problems to I/Informer.

Physical software issues with I/Informer can be dealt with 8-5PM M-F via Rusty Dahlin.

Action Items Checklist

_____ 01. Create List of PC/Mobile Computer Names

To obtain the Computer Name from each PC/Mobile unit: Right Click on the My Computer Icon, choose properties. Look for the Computer Name section.

_____ 02. Contact ITD to obtain NetMotion software & accounts.

_____ 03. Create PC/Mobile IP Address List

This should be provided upon request by ITD after creation of NetMotion accounts.

_____ 04. Create list of all users that will need access to run queries via I/Informer.

_____ 05. Provide List of Users to Bill or Brian in State Radio.

_____ 06. Provide List of PC/Mobile Names to Jennie with State Radio.

_____ 07. Receive I/Informer login names from State Radio.