

Central MN Emergency Services Board Standards, Protocols, Procedures

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Procedure Title:	Genesis Software Utilization	
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1. Purpose or Objective

To establish policy & procedures for the access and utilization of Central MN Emergency Services Board (CMESB) funded GENESIS software.

2. Technical Background

■ Capabilities

Genesis is a reporting software package which queries ATIA logs of the ARMER System. GENESIS provides a way to comprehensively monitor, manage, display, archive and complete reports from communications system data.

A GENESIS software license was purchased by CMESB. A laptop was also purchased for the sole purpose to provide a dedicated workstation for GENESIS software to reside and for the purpose of Central Minnesota (CM) Region agencies to connect for its utilization.

■ Constraints

The CM ESB owns a single user license for GENESIS, installed on a laptop connected to the ARMER network. Connection by CM Regional agencies is accomplished via a VNC client from another ARMER workstation (i.e., PM terminal or dispatch console). Connection to the GENESIS workstation is limited to one VNC connection at a time.

CM ESB Member System administrators (including contracted vendors) are restricted to utilize the system and data specifically for the agency they represent. Regional or statewide issues should be brought to the attention of the regional system administrator.

Any inquiries on use of GENESIS by outside members should be referred to the Statewide System Administrator.

3. Operational Context

CM ESB Member System administrators (including contracted vendors) can be granted access to the designated workstation and GENESIS software to utilize the system and data specifically for the agency they represent.

Users should contact the regional system administrator for the proper VNC client and authentication information. Connection to the GENESIS workstation can be achieved only with another ARMER workstation (i.e. PM terminal or dispatch console)

A password is required for GENESIS to connect to ARMER system data. This information is supplied by MNDOT and is preconfigured on the GENESIS workstation. For this reason, the GENESIS dash board must remain running at all times on the workstation. Contact the regional system administrator if this authentication needs to be re-established.

GENESIS is preconfigured with a number of prewritten/canned reports which should accomplish most desired tasks. If a custom report is required, it is the responsibility of the requesting agency to initiate its development.

4. Recommended Procedure

VNC accommodates a single connection to the GENESIS workstation. Attempting to connect while another connection is active will result in an “authentication rejected” message.

When accessing GENESIS, a system administrator shall record their utilization on the “GENESIS Sign-In” Excel spreadsheet located on the desktop of the GENESIS client. This sheet will serve as a general record of how this shared resource is used and by whom. Example:

	A	B	C	D
1	Date	Technician/ Company	Requesting Agency	General Description of Work
2	1/1/2015	Kristen Lahr, Stearns Co	Stearns	Radio activity of lost radio
3	1/2/2015	Seth Hansen, Sherburne Co	Douglas	Site Busy report - Garfield
4				
5				
6				

Pre-written GENESIS reports can be found in the desktop folder titled “Reports”. Generated reports, if desired, can be saved in the folder titled “Saved Genesis Reports”. Copies of these reports can be sent via email by the regional system administrator upon request. Each local government entity utilizing GENESIS is responsible for all data gathered by GENESIS while in use under the entity’s control.

Report generation is the responsibility of the requesting agency. If there are questions or issues with GENESIS software, contact the regional system administrator for guidance.

5. Management

The Central Minnesota Owners & Operators Committee is responsible for managing the compliance with this standard.