Government AI Coalition

November 7, 2023

Starting at: 10:33am PT

Khaled Tawfik, Chief Information Officer

Albert Gehami, City Privacy Officer

Leila Doty, AI & Privacy Specialist

Dhruv Hemmady, Products & Project Manager

Introduce yourself in the chat (name, agency, role)

Welcome

Introduce yourself in the chat (name, agency)
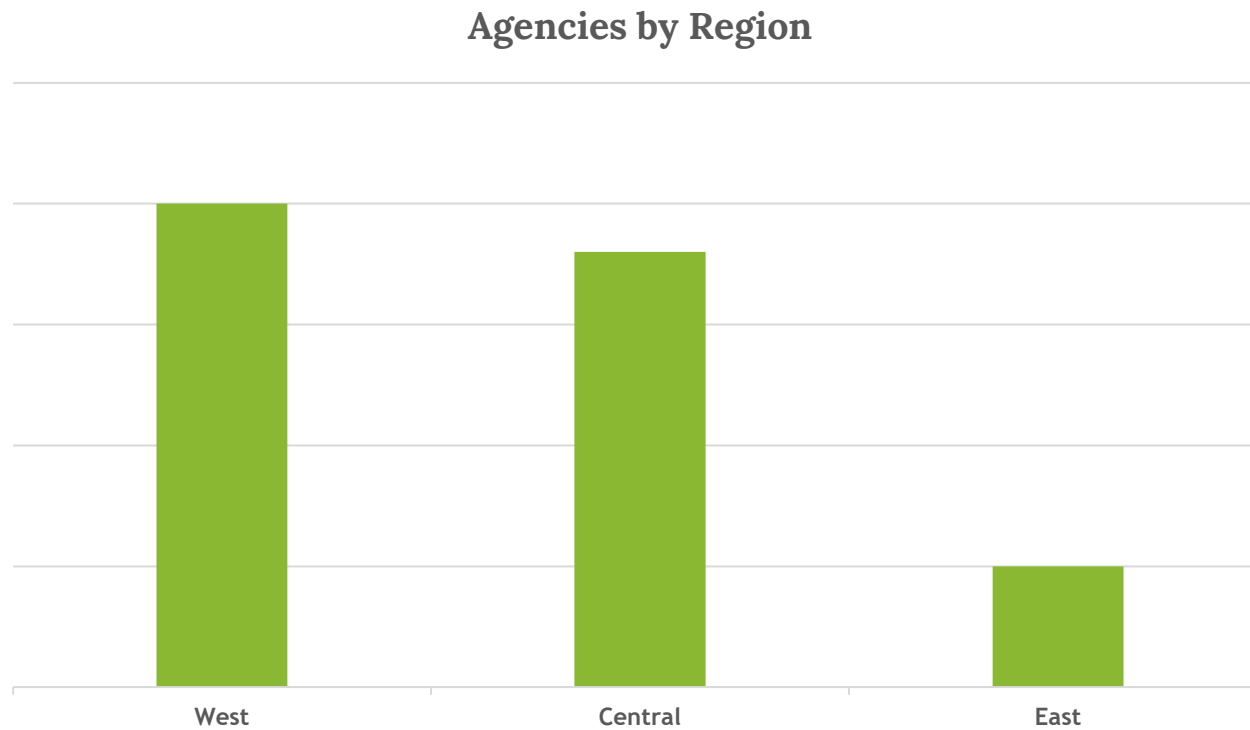
Participating Agencies (publicly listed)

- Ada County, ID
- City of Alexandria, LA
- **City of Austin, TX**
- City of Boise, ID*
- City of Carmel, IN
- City of Charlotte NC*
- City of Chattanooga, TN
- City of Cleveland, OH
- City of Elk Grove, CA
- City of Fairfield, CA
- City of Grand Rapids, MI
- City of Irvine, CA
- City of Long Beach, CA
- City of Martinez, CA
- City of Milpitas, CA
- City of Newport News, VA
- City of Pittsburgh PA

- City of Portland, OR*
- City of Raleigh, NC
- City of Saint Paul, MN
- **City of San Antonio, TX***
- **City of San Diego, CA**
- **City of San José, CA**
- City of Seattle, WA
- City of South Bend, IN
- City of St. Louis, MO
- City of Sunnyvale, CA
- City of Virginia Beach, VA*
- Colorado Department of Revenue
- County of Los Angeles, CA
- County of Los Angeles, CA, Sheriff's Department
- County of Los Angeles, CA, Public Works Department

- County of San Diego, CA*
- County of Santa Cruz, CA*
- Covered California
- Larimer County, CO*
- Louisville/Jefferson County, KY
- Marin County, CA
- Metropolitan Government of Nashville and Davidson County, TN
- Midpeninsula Regional Open Space District, CA
- San Bernardino County, CA, Innovation and Technology Department
- **TriMet, OR**
- Washington County, MN
- Waukesha County, WI

70+ agencies

multiple departments/entities within agency.

Coalition members

▶ 70+ agencies

Agencies by Region

| West | Central | East |

Coalition Objectives

GovAI is by government, for government.

The coalition aims to grow the community of practice around purposeful and responsible use of AI in public agencies, with an emphasis on **AI policies, governance, procurement, knowledge sharing, and vendor accountability**.

Deliverables:
1. Standardized AI FactSheet
2. Hub for sharing best practices and policies
3. AI vendor registry
4. Cooperative purchasing agreements
5. United voice

Agenda

1. Welcome & Introductions
2. Coalition Objectives
3. Coalition Deliverables
4. Timeline
5. Working Groups
6. Ground Rules
7. Logistics
8. Next steps

Why join GovAI Coalition?

Deliverables:
1. Standardized AI FactSheet
2. Sharing best practices & policies Hub
3. AI vendor registry
4. Cooperative purchasing agreements
5. United voice

- *Don't reinvent the wheel*

- *Divide and conquer*

Deliverable 1: Standardized AI FactSheet

Captures technical details of algorithmic systems from vendor

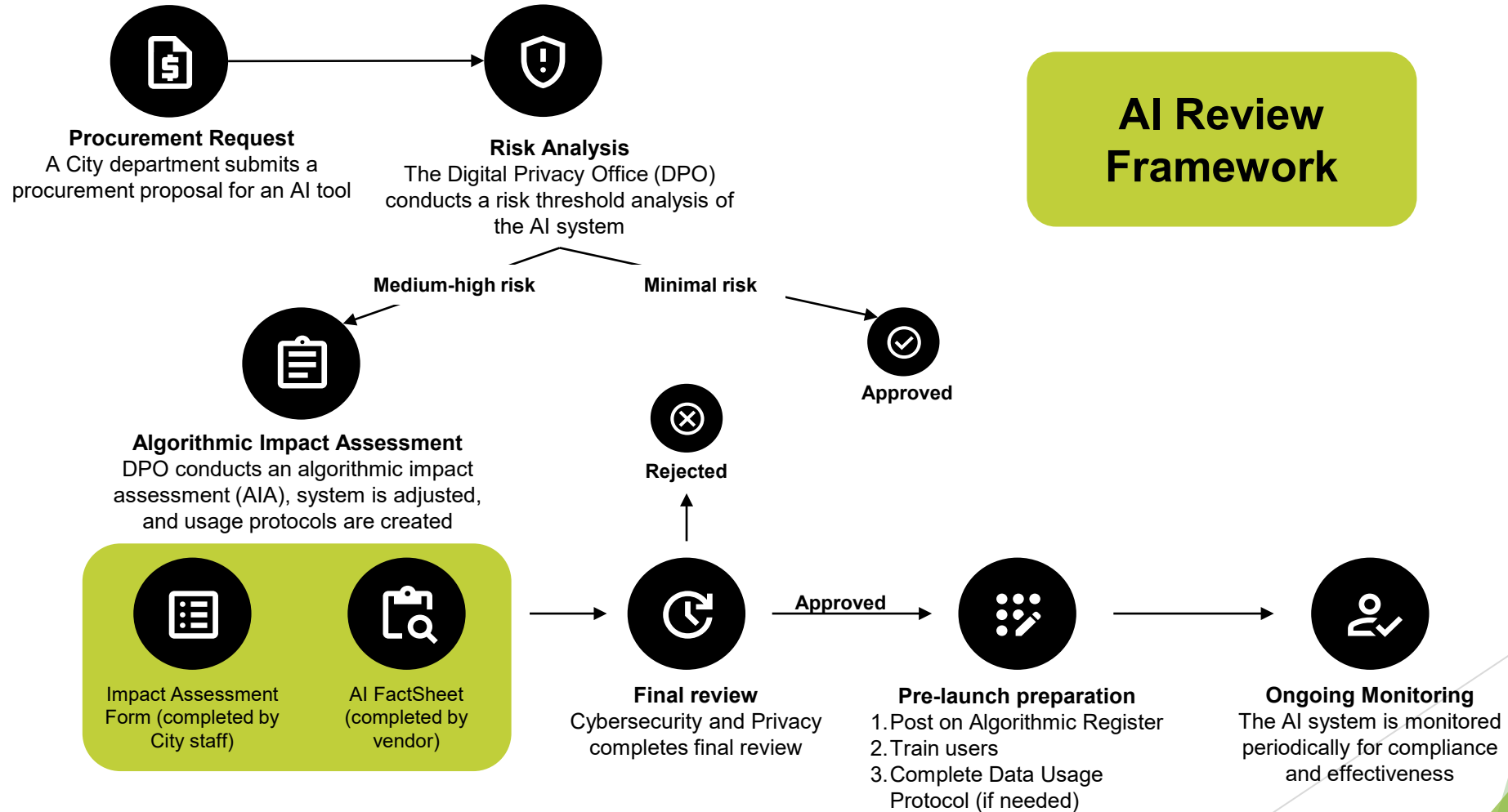## AI FactSheet for Third Party Systems

Please provide details regarding your Artificial Intelligence (AI) product by filling out the FactSheet[1] template below. You can find an example of a completed FactSheet on page 3.

FactSheet

Vendor Name	
System Name	
Overview	Brief summary of the AI system.
Purpose	What function does the AI system perform, and for what purpose?
Intended Domain	What domain is the AI system intended to be applied in?
Training Data	How was the AI system trained? What data was used? How often is data added to the training set?
Test Data	What data was used to test system performance? Under what conditions has the system been tested?
Model Information	General description of the model(s) used (e.g., large language model, transformer, deep learning, supervised learning, built on an existing open source model, computer vision)
Update procedure	In general, how often are the models updated for users? Will the user have a choice in moving to the updated model or staying on the current model?
Inputs and Outputs	What are the inputs to the AI system? What are its outputs?
Performance Metrics	How was the accuracy and effectiveness of the system measured? What metrics were used, and why? What is the range of accuracy of the AI system and how does it vary depending on the data? What is the system optimizing for and under what constraints?
Bias	What biases does the tool exhibit and how does it handle that bias? This can include but is not limited to biases on human factors such as gender, race, socioeconomic status, disability, culture, age, or other protected

Deliverable 2: AI Governance Hub

Centralized repository for all policies and protocols needed for an AI governance program, including agency-tested best practices

Procurement Request
A City department submits a procurement proposal for an AI tool

Risk Analysis
The Digital Privacy Office (DPO) conducts a risk threshold analysis of the AI system

AI Review Framework

Medium-high risk

Minimal risk

Algorithmic Impact Assessment
DPO conducts an algorithmic impact assessment (AIA), system is adjusted, and usage protocols are created

Impact Assessment Form (completed by City staff)

AI FactSheet (completed by vendor)

Rejected

Approved

Final review
Cybersecurity and Privacy completes final review

Approved

Pre-launch preparation
1. Post on Algorithmic Register
2. Train users
3. Complete Data Usage Protocol (if needed)

Ongoing Monitoring
The AI system is monitored periodically for compliance and effectiveness

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Opportunities to co-create

▶ **Deliverable 3: AI Vendor Registry:** Structured evaluation of vendors driven by working groups and actual agency experience

▶ **Deliverable 4: Cooperative Purchasing Agreement templates**

▶ **Deliverable 5: Open letter to vendors and public**

▶ **Refined policies**: Policy and guidelines from general AI to Generative AI

▶ **Use case resources**: Shared data, learnings, and potentially models

▶ **…and more**

What are we <u>not</u> doing?

Defining "AI"
Instead, we're determining what triggers an AI review

Creating perfection
Instead, we're building a practical system that works with limited resources

Buying into AI hype
Instead, we're taking a realistic view of the technology and weighing the benefits and risks of AI tools

Passing judgement
Instead, we are establishing the guidelines; your agency will decide your values

Roadmap

Phases

▶ Phase I – Establish (4 months)

▶ Phase II – Expand (~12 months)

▶ Phase III – Maintain

| Oct | Nov | Dec | Jan | Feb | Mar | Apr | … |

Phase I ⟶

- Establish Charter
- US Government agencies only
- Consensus on AI FactSheet
- "One-stop-shop" for all documents needed to set up your AI governance
- Launch Vendor Registry
- Build out use cases

Phase II ⟶

- Invite NGOs (pending coalition approval)
- Government agencies worldwide
- Explore new opportunities for partnership (e.g., data sharing)
- Advisory group (public & private)
- More collaboration

Working Groups

Working groups will be chaired by 1-2 agencies (Chair & Co-Chair). Chair(s) will be appointed.

Phase I

- Strategic Planning – City of San José
- Policy - City of San Antonio + TBD
- Vendor Registry - TBD
- Vendor Agreements – TriMet Transportation District of Oregon + TBD
- AI Incident Response – City of San Diego + TBD
- Use Cases – City of Austin + TBD

Note: See coalition draft charter for more detailed information on each working group.

Co-chair responsibilities

- Lead one meeting a month
- Set agenda
- Report to broader Coalition

SJ will support:

- Logistics
- Publish notes
- Keeping meeting on track
- Update website

Work happens in Working Groups

▶ 1-2 hour sessions chaired by agencies

▶ Meet at own cadence, recommend monthly

▶ Time to read, edit, and discuss documents

▶ Facilitated by San José

▶ Updates shared online and reported at every general meeting

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Use Cases & POCs

Examples

▶ Object detection – **San José**

▶ AI contract lifecycle management – **San Antonio**

▶ Translation – **Austin, San Diego, San José**

▶ AI-generated content for intranet – **San Diego**

Example: Object Detection Bake-Off

- **Objective:** Compare the capabilities of object detection vendors to identify issues in the City from video & image capture

- Potential Object: **Trash, graffiti, tent encampments, potholes, lived-in vehicles, parking violations**
  - Potential for more efficient & effective prevention and mitigation

- 6–10 weeks pilot to commence later this month
  - Vendors' cameras & technologies using City vehicles in a defined area

- Participating vendors by cloud provider
  - Amazon Web Services: TaskWatch, XLoop Digital
  - Google Cloud Platform: Egen, Blue Dome Tech
  - Microsoft Azure: Cyclomedia, HERE Technologies
  - Others: Blue Systems, City Rover

Ground Rules

▶ Does not constitute legal advice

▶ Copy, contribute, and share

▶ Respect the diverse opinions and perspectives

▶ Chatham House rules

▶ **One Team, One Mission!**

Logistics

▶ **Monthly coalition meetings** – to share out

▶ **Membership:**

  ▶ Types: Chair, Collaborator or Participant

▶ **Communications:**

  ▶ Email: Scheduling, major communications.

  ▶ Microsoft Teams:

    ▶ Share files (AI FactSheet, agency policies, vendor agreements, etc.)

    ▶ Start conversations (channel topics)

Next steps

▶ Review **coalition charter**

▶ **Submit the form** about meeting frequency + date/time, working group sign-up

▶ Review the **AI FactSheet**

▶ Look out for the **next meeting invite**

▶ Sign-up for working groups and AI pilots

Questions & Feedback

Call for action

▶ Register for working groups and AI pilots using link in Chat

▶ Select availability for next meeting