

**RESOLUTION NO.**

**WHEREAS**, artificial intelligence (AI) is a tool that can use data to make predictions and recommendations, build forecast models, create programs that can interpret images and natural language, and make human-like decisions influencing real or virtual environments; and

**WHEREAS**, data privacy is a discipline designed to protect data from unauthorized access, theft, or loss; and

**WHEREAS**, on October 30, 2023, U.S. President Joe Biden issued an Executive Order that establishes new standards for AI safety and security, protects Americans' privacy, advances equity and civil rights, stands up for consumers and workers, and promotes innovation and competition; and

**WHEREAS**, the University of Texas (UT Austin) President Jay Hartzell has declared this the "Year of AI" at UT Austin; and

**WHEREAS**, in 2020, the City of Austin started to collaborate with UT Austin's Good Systems to share expertise and resources to address local challenges ethically and efficiently; and

**WHEREAS**, the governments of Seattle WA, New York City NY, San Jose CA, Santa Cruz County CA, Tempe AZ, and others have issued independent policies or guidelines for how their employees should use AI on the job; and

**WHEREAS**, Apple, Google (Alphabet), Oracle, Facebook (Meta), Samsung, and Tesla have all established major office campuses in the region, and the City is considered one of the country's top data science hubs; and

**WHEREAS**, the use of smart city technologies, such as sensors, connected devices, and always-on data flows that manage transportation systems, support

25 real-time infrastructure maintenance, automatically administer public services,  
26 enable transparent decision making and open data, and support emergency services  
27 in public areas can provide real benefits to governments and communities; and

28 **WHEREAS**, the emergence of big data and AI have changed the way  
29 information is collected and managed, creating new risks and impacts, surrounding  
30 privacy, racial and cultural biases, and equitable access and use of technology; and

31 **WHEREAS**, in 2021, the Information Security Office published the City's  
32 Security and Privacy Controls Policy requiring City departments to implement  
33 security and privacy controls for their information systems and organization; and

34 **WHEREAS**, further updates to procedures, training and investments in  
35 infrastructure are necessary to implement responsible AI into our city workflows;

36 **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF**  
37 **THE CITY OF AUSTIN:**

38 The City Manager is directed to assemble and consult with an advisory  
39 committee, inclusive of academics, nonprofits, community members, and industry  
40 experts around digital privacy and AI to provide recommendations for privacy and  
41 information technology protection procedures and guidelines for City employees  
42 using and assessing AI systems. The guidelines should include but are not limited  
43 to the following principles:

- 44 1. Innovation and Collaboration- Encourage collaboration between City  
45 employees and AI systems for improving and delivering City services,  
46 leveraging the strengths of both to enhance decision-making processes and  
47 ensure that AI systems play a supplemental role and that ultimate decision-  
48 making remains with City employees.

- 49 2. Data Privacy and Security- Inventory and evaluate AI systems for  
50 maintaining confidentiality, integrity, and availability of data to minimize  
51 security risks to the greatest extent possible. Furthermore, staff shall  
52 implement the existing information security, privacy, and governance  
53 framework that reduce the risk of data and privacy loss, and is applied to the  
54 AI system throughout planning, development, training, testing, deployment,  
55 and use to the greatest extent possible.
- 56 3. Transparency- Ensure that the development, use, and deployment of AI  
57 systems are evaluated for and compliant with all laws and regulations prior  
58 to use, and make documentation related to the use, purpose, information  
59 collected, location, and impact of AI systems publicly available.  
60 Furthermore, the City Manager shall establish transparency requirements in  
61 solicitation contracts for AI systems. This may include encouraging the use  
62 of open-source code and requesting information about how a system was  
63 trained and the training data utilized.
- 64 4. Explainability and Interpretability- Ensure all AI systems and their models  
65 are explainable to the greatest extent possible, and that system outputs are  
66 interpretable and communicated in clear language, representative of the  
67 context for use and deployment.
- 68 5. Validity and Reliability- Ensure that AI systems perform reliably and  
69 consistently under the conditions of expected use, and that ongoing  
70 evaluation of system accuracy throughout the development and/or  
71 deployment lifecycle is trained, managed, governed, and auditable, to the  
72 greatest extent possible.

73 6. Bias and Harm Reduction- Evaluate AI systems through an equity lens, in  
74 alignment with our anti-racist and anti-discriminatory commitments, for  
75 potential impacts such as discrimination and unintended harms arising from  
76 data, human, or algorithmic bias to the extent possible. Assess AI systems  
77 for bias prior to purchase and deployment.

78 **BE IT FURTHER RESOLVED:**

79 The City Manager is directed to create accountability and oversight  
80 strategies and procedures for the use and acquisition of AI. These strategies and  
81 procedures should include, but are not limited to: implementing ethical  
82 procurement standards, regular audits and evaluations of AI systems and use,  
83 engagement with the advisory board and the community, and establishing an  
84 internal oversight team to evaluate responsible AI practices and activities. The City  
85 Manager shall establish processes for investigating and addressing errors made  
86 when using AI. This process should ensure that employees are not held responsible  
87 for errors that were beyond their control.

88 **BE IT FURTHER RESOLVED:**

89 The City Manager is directed to develop a comprehensive plan for managing  
90 the impact of AI on the workforce. The plan shall focus on job protection, training,  
91 and support for employees and include best practices to mitigate the harms and  
92 maximize the benefits of AI for City employees by addressing job displacement,  
93 labor standards, and workplace safety and equity. Furthermore, the City Manager  
94 shall provide training programs and resources to employees involved in AI system  
95 development and utilization, promoting AI literacy, ethical considerations, privacy  
96 protection, and responsible AI practices.

97 **BE IT FURTHER RESOLVED:**

98 The City Manager is directed to convene a minimum of two times with the  
99 advisory committee and report back to council with an update on the AI guidelines,  
100 accountability strategies, and workforce considerations by May 28th, 2024.  
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102 **ADOPTED:** \_\_\_\_\_, 2024 **ATTEST:** \_\_\_\_\_  
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Myrna Rios  
City Clerk

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