

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,**

37 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

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

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

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

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

80 **BE IT FURTHER RESOLVED:**

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

90 **BE IT FURTHER RESOLVED:**

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

99 **BE IT FURTHER RESOLVED:**

100 The City Manager is directed to convene a minimum of two times with the
101 advisory committee and report back to council with an update on the AI guidelines,
102 accountability strategies, and workforce considerations at the by May 28th, 2024
103 work session.

104 **ADOPTED:** _____, 2024 **ATTEST:** _____

105 Myrna Rios
106 City Clerk

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