

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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