Artificial Intelligence Administrative Bulletin
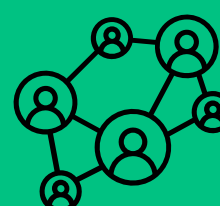
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DEPARTMENT OF INFORMATION TECHNOLOGY

Our Proposed Approach to AI:
AI Admin Bulletin

Enable & Support

- Facilitate department usage and mitigate shadow AI
- Ensure ethical use of AI, responsible adoption by understanding risk, and recognize valid use cases.

Data Protections & Usage

- Explicit protections of sensitive data
- Transparency with usage of AI and associated data.

Influence of Gen AI

- Processes and decisions may be influenced by AI generated content.
- Thus, AI generated content must be fair, accurate, and verified, with minimal bias.

Accompanying IT Vendor Security Standards

❖ Minimum requirements for IT Vendor's security posture.

❖ Establishes requirements for sustained compliance, monitoring, and communications.

Employee Upskilling and Training

➢ Our people are crucial for mitigating bias and data leaks, preparing them for this change is integral to the successful adoption of new AI tools and systems.

➢ It is essential we prepare our County staff with training to learn how to engage with these new tools efficiently and appropriately.

➢ While most County staff already receive some form of AI training through our security awareness training, this policy will ensure consistent training across the County.
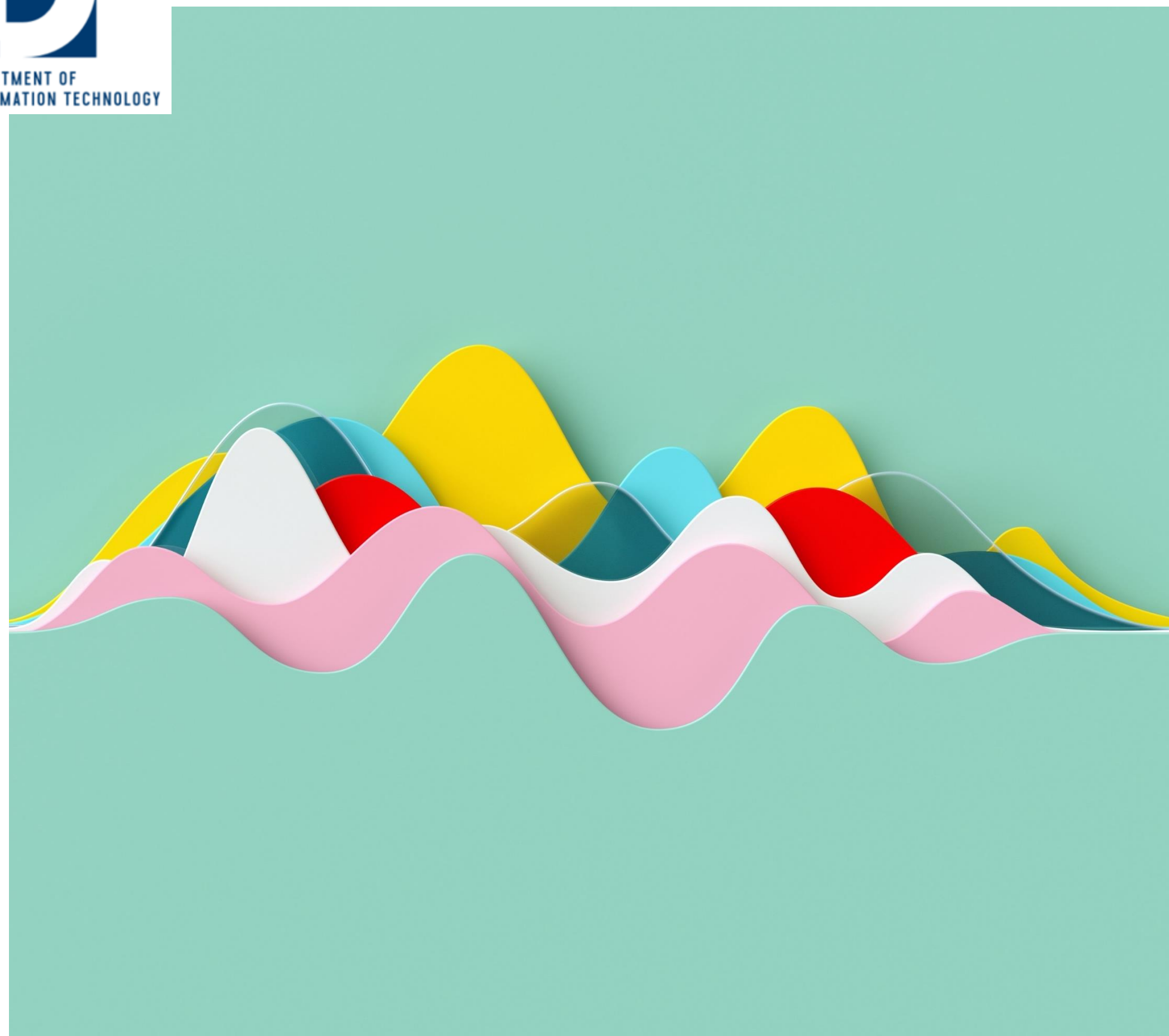
Thank You!

Questions from the committee?