



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 1

**Agenda Date:** May 15, 2024

**In Control:** City Council B Session

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**DEPARTMENT:** Information Technology Services Department

**DEPARTMENT HEAD:** Craig Hopkins

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Emerging use of Artificial Intelligence (AI) technologies

**SUMMARY:**

City Council will be provided a briefing on the emerging use of Artificial Intelligence (AI) and Generative AI (GenAI) technologies in the industry.

**BACKGROUND INFORMATION:**

Publicly available GenAI applications are popular for their efficiency, but pose risks to security, accuracy, bias, and intellectual property. This briefing will inform City Council on these issues, guidelines for acceptable use and safeguarding COSA's data, intellectual property, culture, diversity commitment, and brand.

Existing Administrative Directive's govern the responsible use of emerging third-party Generative AI (GenAI) technologies such as ChatGPT, DALL-E 2, and Compose.ai that connect large language models to external systems and similar applications within COSA. Guidance for the acceptable use of technology helps ensure the confidentiality, integrity, and availability of City systems. The goal is to ensure that the use of these technologies aligns with ethical standards and

best practices across the organization.

**ISSUE:**

City Council briefing will include clarification on definitions, potential COSA use cases, concerns and risks, industry guiding principles, review of existing COSA policies and standards, understanding of the risk management framework, roles and responsibilities, and ongoing collaboration with other local agency Chief Information Officers and other federal and local government agencies.

**ALTERNATIVES:**

This is an informational briefing only.

**FISCAL IMPACT:**

This is an informational briefing only.

**RECOMMENDATION:**

This is an informational briefing only.