

# St. Joseph County AI Task Force Meeting Summary.

**Date:** 6/26/24

**Time:** 8:00 AM - 9:00 AM

**Location:** MSUE Conference Room

## **1. Welcome and Opening Remarks (8:00 - 8:05 AM)**

- a. Members shared how they are using AI.

## **2. Customizing ChatGPT (8:05 - 8:25 AM)**

- a. Jerry Happel gave an overview of how to create custom GPTs. The group discussed different scenarios where a custom GPT would be needed. Most members used their laptops to begin building their own GPTS.
- b. HOMEWORK: Build your own GPT & be ready to show at next meeting.

## **3. Introducing Joey A.I. /ChatBase (8:25 - 8:45 AM)**

- a. Jerry Happel demonstrated the new prototype county chatbot, Joey A.I. Joey is trained on the county website and some additional text and files. Joey's capabilities were reviewed, including areas to be improved. An overview of chatbot creation and management followed, with the group looking at the development tools used behind the scenes. Potential applications for personal or departmental versions of chatbots like Joey were also discussed.
- b. HOMEWORK: How to use a custom Joey A.I. in your department?

## **4. Q&A and Discussion (8:45 - 9:00 AM)**

- a. The group will reconvene next week to work on refining individual GPTs and consider building customized chatbots for each department for internal or public access.