

*Note: This meeting summary was 99% AI generated. Only some minor edits were required.*

## St. Joseph County AI Steering Committee Meeting Summary

11/13/24 - 10:30-11:30 MSUE Conference Room

### 1. Introduction and Efficiency Gains with AI:

- The committee discussed AI's role in streamlining tasks like meeting transcriptions and summaries. Using AI-generated transcripts and summaries has already saved significant time, allowing staff to focus on more complex tasks. There was a demonstration of how recording meetings and using transcription software automatically generates meeting minutes, highlighting the time saved.

### 2. AI in Public Communication:

- Tools like AI-generated podcasts are being used to communicate meeting discussions in an engaging way. These podcasts are shared on the county's website, providing easy public access to meeting information and boosting transparency.

### 3. County Chatbots and Their Use:

- "Joey," an AI chatbot on the county website, was discussed as a tool to answer public queries. The committee addressed the importance of keeping the chatbot's data updated to avoid misinformation. The AI could redirect to appropriate resources if data was outdated, ensuring that the public receives accurate information.

### 4. Comparison of AI Systems:

- The committee explored differences between ChatGPT 4.0 and the newer O1 Preview by OpenAI. O1 Preview's enhanced reasoning ability was highlighted, including a scenario where it generated nuanced custody recommendations for training purposes. This raised ethical questions about the extent of AI's role in decision-making, especially in complex legal cases.

### 5. Policy Discussions:

- Several policy areas were identified for further development:
  - **Data Privacy and Security:** The need for clear guidelines on AI handling sensitive data, especially in high-stakes departments.
  - **Staff Training:** Emphasis was placed on educating staff on AI's capabilities and limitations, along with the potential for efficiency without fear of job displacement.
  - **Mandatory vs. Optional Use of AI:** The committee debated whether staff should be required to use AI tools developed to save time and resources.
  - **Quality Control and Accountability:** Discussions around the accuracy of AI-generated information and the need for disclaimers on AI-produced content were highlighted, particularly for public-facing AI outputs.

- **Transparency and Bias:** The group raised concerns about AI bias, especially in legal and social contexts, and stressed the importance of transparency in AI's recommendations.
  - **Oversight and Reporting:** There was a proposal to require departments to periodically report on AI usage, benefits, and challenges to assess ongoing value.
6. **Implementation Strategies and Workforce Impact:**
- The committee discussed the impact of AI on the workforce and stressed AI as a tool to support, not replace, staff. Future workforce impacts due to AI efficiencies could be handled through attrition rather than layoffs.
7. **Collaborative Opportunities with Van Buren County:**
- The discussion included exploring a shared services agreement with Van Buren County, leveraging resources like AI expertise and server sharing. This partnership could bring AI and digital solutions developed in one county to both, optimizing resources.
8. **Forward-Looking Statements:**
- The meeting ended with a call for ongoing adaptation as AI rapidly evolves, stressing that AI is continually improving. The committee aims to stay proactive in policy development to prepare for future advancements.

The meeting highlighted the need for balanced AI policies, strategic staff training, and cross-county collaboration to maximize AI's benefits while managing ethical considerations and workforce impacts.