

AI TASK FORCE MEETING MINUTES
OCTOBER 29TH 2024, 12:30-4:30

Call to order

Introduction of Members

Present:

1. Yuki Ishizuka, Senior Policy Analyst, Attorney General's Office
2. Cherika Carter, Secretary Treasurer, Washington State Labor Council
3. Magda Balazinska, Professor and Director of Paul G. Allen School of Computer Science and Engineering, University of Washington
4. Vicky Tamaru, Founder of BuildJustly
5. Sheri Sawyer, Deputy Director for Policy and Outreach, Office of the Governor
6. Kelly Fukai, Chief Operating Officer, Washington Technology Industry Association
7. Crystal Leatherman, Local and State Government Affairs Manager, Washington Retail Association
8. Scott Frank, Director of Performance and IT Audit, Office of the State Auditor
9. Chief Darrell Lowe, Redmond Police and Washington Association of Sheriffs and Police Chiefs
10. Representative Clyde Shavers, 10th District
11. Katy Ruckle, State Chief Privacy Officer, WaTech
12. Leah Koshiyama, representing the LGBTQ community in personal capacity; Senior Director, Responsible AI and Technology, Salesforce
13. Senator Joe Nguyen, 34th District, Chair of Senate Environment, Energy, and Technology Committee
14. Ryan Harkins, Senior Director of Public Policy, Microsoft

AGO Staff: Ellen Austin Hall, Sumayo Hassan, Yuki Ishizuka

Public Comment Period

- No public comments provided.

Review of Bylaws

- Austin Hall: Reviews comments and edits on bylaws from previous TF meeting and additional edits made by TF members in prior meeting notes.
- Fukai: Asks about distinction between meeting members and subcommittee members.
- Austin Hall: Responds that the Task Force is the decision-making body, rather than subcommittees. Task force members on subcommittees will jointly determine when items are advanced to the full Task Force. Formal membership on subcommittees is not needed for this process.
- Lowe: Motion to approve the bylaws as amended.
- Leatherman seconds.
- No motion to object. Bylaws are adopted.

Approval of July Meeting Minutes

- Austin Hall: Provided overview of the July 26 Task Force meeting minutes, asks for objection or approval.
- Balazinska: Motion to approve minutes.
- Lowe seconds.
- No objections, meeting minutes are approved.

Leadership Committee Vote

Discussion on Task Force leadership committee appointments:

- Ishizuka: Notes five is a balanced number to appoint to the leadership committee.
- Leatherman: Agrees that five is a reasonable number.
- Balazinska: Concur, asks for review of July meeting discussion on potential appointments to the leadership committee.
- Austin Hall: Share screen showing the potential makeup based on the July meeting discussion: two bipartisan legislators, three members each representing business, labor, or state government.
- Harkins: Confirm no indication of interest from Republican legislators. Asks AGO staff to confirm with Republican legislators. Fukai and Balazinska second in agreement.
- Carter: confirms interest in serving in the designated labor position.
- Balazinska: Proposes appointing an additional “at-large” member to the leadership committee because of the burden on legislators during legislative session. Leatherman and Fukai second in agreement.
- Austin Hall: Share screen of people who indicated interest in serving on the leadership committee, opens space for people to join list or remove themselves.
- Balazinska: Makes space for people who interested to step up and then step down.
- Leatherman: Defers to Fukai to represent business, interested in the at-large position.
- Ruckle: Confirms interest in the position for state government position.
- Frank: Defers to Ruckle, interested in at-large position.
- Nyguen: Confirms interest in serving as the Democratic legislator on the committee.
- Leatherman: Motion to appoint Nguyen, Ruckle, Fukai, and Carter.
- Koshiyama seconds.
- No objections, Nguyen, Ruckle, Fukai, and Carter appointed to the leadership committee.
- Balazinska and Tamaru defer to those interested in the at-large position.
- Balazinska: Proposes candidates Frank and Leatherman pitch for the at-large position.

- Leatherman: Expresses interest in serving on the leadership committee, notes their organization and area of work represents a large swath of area that concerns artificial intelligence.
- Frank: Expresses interest in serving on the leadership committee, describes significant work with local governments across the state.
- Ishizuka: Points out not all Task Force members may feel represented by members of the leadership committee.
- Further comment and discussion about the role and requirements of the leadership committee and how the leadership committee is a representation of the broader Task Force.
- Tamaru: Expresses interest, notes potential conflict of interest.
- Balazinska: Expresses interest in the position, recommends including an academic perspective.
- Carter: Notes that members of the leadership committee should regularly check in with subcommittee chairs, facilitate collaboration and coordination.
- Austin Hall: Initiates the roll call vote and calls for motion and second.
- Lowe: Motion for roll call vote to appoint at-large member of the leadership committee. Seconded by Koshiyama and Sawyer.

Task Force member	Leadership committee candidate
Nguyen	Balazinska
Boehnke	Absent
Shavers	Leatherman
Couture	Absent
Sawyer	Leatherman
Ishizuka	Balazinska
Frank	Frank
Ruckle	Leatherman
Balazinska	Balazinska
Fukai	Leatherman
Harkins	Leatherman
Sannon	Absent
Tamaru	Balazinska
Sardinas	Absent

Koshiyama	Leatherman
Leatherman	Leatherman
Vacant (Hospitality Association)	
Carter	Balazinska
Lowe	Leatherman

- Austin Hall: Leatherman received 8/14 votes for at-large position. Appointed to position.

Subcommittee Membership Discussion and Vote

AGO staff shows document with the current distribution of subcommittee co-chairs and members. The uneven distribution is discussed including the absence of members and co-chairs for Health Care & Accessibility. New subcommittee formations are shown. As well as brief discussion on roles and responsibilities of chairing membership as stated in bylaws.

AGO staff describes proposed subcommittee reorganization, combining Industry & Innovation with Climate & Energy; and combining Government & Public Sector Efficiency with State Security & Cybersecurity and with Labor & Employment.

- Sawyer: Removes themselves from co-chair position for Government and Public Sector Efficiency, joins Healthcare subcommittee.
- Tamaru: Joins the Healthcare Subcommittee.
- Leatherman: Removes themselves from co-chair of Ethical AI & Governance and joins as co-chair of Labor & Employment.
- Lowe: Joins Education Subcommittee.
- Nguyen: Joins Industry & Innovation and Climate & Energy and Public Safety Subcommittees.
- Koshiyama: Joins Public Safety.
- Ruckle: Joins Public Safety subcommittee.
- Discussion starts to approve or critique new subcommittee meeting structure.
- Leatherman: Asks for clarification about the placement of Transportation in subcommittee structure. Discussion ensues of proper placement and alignment of issues.
- Carter: Proposes that Transportation join Labor & Employment.
- Fukai: Asks for clarification on the discussion connecting Transportation and Labor.
- Further discussion and deliberation on whether Transportation is best combined with Labor & Employment or proposed designation with Government & Public Sector Efficiency or Industry & Innovation. Members continue to deliberate.

- Fukai: Motion to add Transportation to Labor & Employment to balance work.
- Harkins seconds.
- No objection.
- Ruckle – Motions for combining Industry/Innovation with Climate/Energy.
Leatherman seconds, no objection.
- Subcommittee reorganization adopted:
 - Industry, Innovation, Climate, and Energy
 - Government, Public Sector Efficiency, and Cybersecurity
 - Labor, Employment, and Transportation
 - Education
 - Consumer Protection and Privacy
 - Healthcare and Accessibility
 - Ethical and Responsible AI
 - Public Safety
- Task Force membership of subcommittees:

SUBCOMMITTEE	MEMBERS (*chair)
Labor & Employment/Transportation	Carter*, Tamaru, Leatherman*
Health Care & Accessibility	Sawyer, Tamaru, Balazinska, Ruckle
Public Safety	Lowe*, Leatherman*, Nguyen, Koshiyama
Consumer Protection & Privacy	Ruckle*, Sannon*, Leatherman*, Sardinas*, Frank, Harkins
Education & Workforce	Balazinska*, Tamaru, Fukai, Lowe
Ethical AI & Governance	Koshiyama*, Harkins*, Sannon, Shavers
Industry & Innovation/Climate & Energy	Fukai*, Sardinas*, Balazinska, Shavers, Nguyen
Government & Public Sector Efficiency/State Security & Cybersecurity	Sawyer, Frank*, Boehnke*, Ruckle*, Carter*

Break from 1:50pm – 2:05pm

Subcommittee Updates from Chairs

Brief overview of subcommittee activities provided. Initial meetings were broad and wide-ranging. Feedback received seeking more structure and direction in subsequent meetings.

Subcommittee chairs and co-chairs provided updates:

- Carter: Labor and Transportation subcommittee meetings started with broad conversation of what important to people. Conversation included sharing concerns with developments in the space.
- Balazinska: Education meeting touched on how differences between K-12 level, higher education, and workforce. Discussed AI literacy and how citizens should be informed at all education levels, supporting equity and access, particularly for rural and Tribal populations. Also discussed nuances of teaching about AI, teaching use of AI, and teaching in a society with AI.
- Leatherman: Consumer Protection & Privacy was the first subcommittee to meet. Input and conversation were very broad, included concern about definition and breadth of the subcommittee. The second meeting, a joint meeting with the Ethical AI and Governance Subcommittee, had set parameters and notes the main takeaway was clearly defining the work of the subcommittee.
- Ruckle – In the combined Consumer Protection & Privacy and Ethical AI and Governance subcommittee, provided a presentation about National Institute of Standards and Technology (NIST) Risk Management Framework (RMF) guidelines for generative AI.
- Leatherman and Lowe: Facial recognition was a main focus of conversation in the first Public Safety subcommittee meeting, and attendees expressed concern. Emphasis that AI is not a final decision maker for law enforcement.
- Fukai: Industry and Innovation subcommittee was centered on continuing to make Washington a hub for innovation. Conversation moved to principles to achieve that outcome and how that innovation isn't stifled. Interested in more information about other jurisdictions.
- Austin Hall: Government & Public Sector Efficiency discussed the ongoing work from Governor Inslee's Executive Order (EO) on AI, ensuring not duplicating efforts.
- Leatherman: Additional discussion in the Public Safety subcommittee about educating people and discussing deepfakes.
- Balazinska: Suggests brainstorming agenda topics and proposals to subcommittee meetings as a manner to organize work. Proposes a soft deadline for June.
- Tamaru: Notes the rapid movement in the AI space, suggests a workflow to track and understand developments and need for flexibility to address emergent issues. Additional suggestion around structure to invite community members and directly impacted individuals to subcommittee meetings.
- Scott: Appreciate ideas for subcommittee structure, echoes interest in bringing in outside perspectives.

- Ishizuka: Notes the interest of AGO staff to assist structurally to include diverse perspectives.
- Fukai: Asks how Task Force can approach emerging legislation that connects with work, and how can the Task Force meaningfully engage.
- Austin Hall: Notes that Task Force participation does not prohibit members from advocating with the Legislature within their personal normal capacity. Also mentions the possibility of Task Force meeting to vote on support legislation. Suggests a potential meeting in December focused on legislation.

Governor's EO update from WATech

Ruckle shares slides explaining the purpose of EO 24-01¹ to enhance human potential and improve state services with considered use of generative AI. However, guarding against risk is an important element, and WaTech is working on more comprehensive risk assessments. Shares completed deliverables from the state agencies and timelines for additional deliverables.

Discussion on AI Legislation in other States

Initial pre-reading material for the meeting included a list of relevant legislation on AI in other states. Task Force members invited to discuss the legislation, including with any questions, reactions or comments.

- Harkins: Highlights the challenges of tracking legislation across state capitols because of the high numbers. Suggests categorization across issue area and mentions bills that did not pass.
- Ishizuka: States other work partners that are tackling the challenge of bill categorizations.
- Leatherman: Suggests the importance of establishing a common definition, and refers to the passed bill in CA.
- Carter: Mentions that colleagues are meeting with multi-state partners who are gathering information on similar work products with AI legislation.
- Harkins: Notes the importance of paying attention to the work products coming from the multi-state working group. Shares additional comments on the structure of the multi-state group.
- Fukai: Echoes the importance of categorization of AI legislation to do proactive and timely work.

Next steps

¹ https://governor.wa.gov/sites/default/files/exe_order/24-01%20-%20Artificial%20Intelligence%20%28tmp%29_0.pdf

AGO staff will reach out to subcommittee chairs to consider next steps in planning subcommittees.

AGO staff will coordinate with Task Force members to set a tentative meeting date in December for a voting meeting to consider any recommendations developed at that time.

The next quarterly Task Force meeting will occur in January, AGO staff will reach out to schedule the meeting soon.

Carter: Notes interest in what the first interim report to the Governor and Legislature, due December 31.

Subcommittee meeting notes will be posted on the AGO AI Task Force.

Bylaws will be circulated with the changes made in the meeting incorporated.

Meeting adjourned at 3:09 pm.