



State Government  
Artificial Intelligence  
Advisory Council  
Recommended Plan and Framework

SEPTEMBER 13, 2024

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## State Government Artificial Intelligence Advisory Council Recommended Plan and Framework

### Executive Summary

In response to the growing role of Artificial Intelligence (AI) within society, on November 28, 2023, Governor Tina Kotek established the Oregon State Government Artificial Intelligence Advisory Council (AI Council)<sup>1</sup>. Tasked with guiding the responsible adoption of AI in state government, the Council's primary purpose is to develop an action plan to guide the awareness and thoughtful adoption of AI within Oregon state government. The AI Council's final plan will outline concrete executive actions, policies, and investments to ensure that AI is leveraged responsibly, with a strong emphasis on transparency, privacy, ethics, and diversity, equity, and inclusion. Through these efforts, the AI Council aims to foster a future where AI improves public services, increases trust, and supports economic and environmental sustainability.

The AI Council first convened on March 19, 2024, and has been meeting publicly to discuss and develop the AI framework. AI Council meetings are public, and recordings, as well as meeting materials, are made available on the AI Council website.<sup>2</sup> Beginning in June 2024, the AI Council created three subcommittees to address core principles related to AI: security, ethics, and equity, with each subcommittee developing draft principles and recommendations. Subcommittee reports are provided to the full AI Council for sharing and discussion, with the findings from each subcommittee being combined into this draft framework.

The AI Council is releasing this *State Government Artificial Intelligence Advisory Council Recommended Plan and Framework* (AI Council Recommended Plan and Framework) to set forth the high-level vision, guiding principles, and recommendations developed by the AI Council to date. These recommendations are intended to build an action plan to promote awareness of AI to support state employees, and to ensure the state has clear structures and policies in place to support the thoughtful use of AI, while balancing the ethical considerations associated with adoption of AI technologies. These draft principles and recommendations represent the last six months of efforts of AI Council meetings and subcommittee meetings (in addition to benchmarking research and engagement with peer states and government AI communities of practice by both AI Council members and EIS staff) to craft a set of guiding principles and preliminary recommendations that will guide Oregon towards building its AI capabilities. The principles and recommendations within this draft are presented as an initial plan framework for how Oregon can effectively leverage the opportunities and benefits of AI while building structures that align AI use with Oregon's values of diversity, equity, and inclusion. The principles and recommendations within this

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<sup>1</sup> <https://www.oregon.gov/gov/eo/eo-23-26.pdf>

<sup>2</sup> <https://www.oregon.gov/eis/pages/ai-advisory-council.aspx>

framework focus on safety and security, workforce education, transparency, privacy, equity, and ethics as critical to Oregon government's use of AI.

## Background

Artificial Intelligence (AI), the capability of a computer to reproduce human decision-making and/or human cognition, was first conceptualized in 1956 and has continued to evolve at a rapid pace. With the widespread release of ChatGPT in November 2022 bringing forth an explosion in generative AI development, AI has already changed the way many governments, businesses, and individuals use technology and operate day-to-day. As AI technology advances and the breadth of its potential uses seems endless, government must ensure that these systems protect the human rights, well-being, and economic opportunities of individuals and communities locally and worldwide, in addition to evaluating the often invisible environmental and labor market impacts of this new technology boom.<sup>3,4</sup>

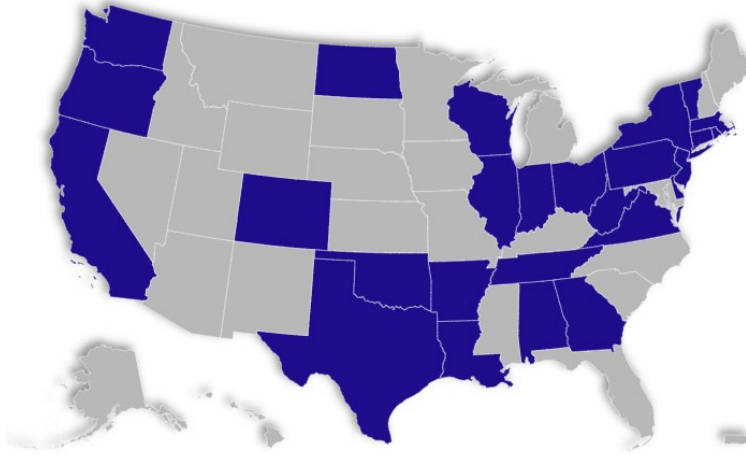
In creating the State Government Artificial Intelligence Advisory Council (AI Council), Oregon joined many peer states in recognizing AI's capacity to shape society, economy, and culture in unintended and unanticipated ways if its adoption is not carefully stewarded. AI has the potential to improve efficiency, increase accessibility of information and services, enhance the constituent experience, and support improved decision-making. However, AI is only as intelligent as the data, developers and designers that create it, and AI technologies require consistent ingestion of high quality, timely data to maintain accuracy and usability. Absent careful adoption, monitoring, and oversight, AI systems can pose significant risks to individuals' civil and human rights, discriminate towards marginalized populations, produce misleading and harmful information, misguide users, result in harmful targeting and surveillance, and degrade trust in government institutions.

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<sup>3</sup> <https://hbr.org/2024/07/the-uneven-distribution-of-ais-environmental-impacts>

<sup>4</sup> <https://www.latimes.com/opinion/story/2024-07-12/artificial-intelligence-workers-labor-feeding-the-machine>

*Figure 1: States who have created an AI Task Force or Council<sup>5</sup>*



*Oregon has joined several states in creating a State Government Artificial Intelligence Advisory Council.*

Development and maintenance of AI models and tools frequently have additional labor and climate impacts outside of deployment. AI requires immense computing and infrastructure resources, with the International Energy Agency estimating electricity consumption from data centers and the AI sector to double by 2026<sup>6</sup>. AI is dependent upon human labor to support data cleaning, coding, labeling, and classification. This commonly labeled “ghost work”<sup>7</sup>, human work that is often made invisible in the development of AI, presents a currently unregulated global marketplace where workers perform tasks such as flagging violent or explicit images, moderate social media content, or review training data, for wages as low as \$1.46/hour. These societal impacts across labor, workforce, and environment further underline the need for Oregon to set forth a vision to incorporate ethics, equity, and impact into how it leverages AI to ensure Oregon maintains its values of environmental stewardship and economic sustainability. Fundamental to ethical adoption of AI is the preservation of Oregon’s values of diversity, equity, and inclusion in Oregon’s AI development lifecycle. The principles and recommendations within this draft framework highlight the critical importance of including the lived experiences and voices of those most likely to be impacted by an AI solution, from recognizing the workforce impacts for state employees who may be using these technologies, to ensuring that community and public participation are incorporated into development of any future ethics or equity frameworks guiding AI development.

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<sup>5</sup> <https://www.govtech.com/biz/data/is-your-government-ai-ready-an-interactive-tracker-of-ai-action>

<sup>6</sup> <https://www.iea.org/reports/electricity-2024/executive-summary>

<sup>7</sup> <https://www.noemamag.com/the-exploited-labor-behind-artificial-intelligence/>

## Scope

The AI Council Recommended Plan and Framework represent the initial findings of the AI Council and their preliminary recommendations for how Oregon should approach policy, investments, and programs to support AI governance and adoption.

Within the scope of the AI Council Recommended Plan and Framework are:

1. An initial vision for how Oregon wishes to use, adopt, and advance AI technologies in alignment with Oregon’s values of diversity, equity, and inclusion.
2. Draft guiding principles for how Oregon will use, adopt, and advance AI technologies. These draft guiding principles serve as commitments that the AI Council considers foundational in developing a strong AI strategy for state government.
3. Draft recommendations to support Oregon’s implementation of AI in alignment with its draft guiding principles. These draft recommendations, while currently broad, represent a list of policies, actions, and activities the AI Council recommends Oregon evaluate for implementation and further exploration in subsequent development of the AI action plan.

These current draft guiding principles and draft recommendations are released to provide transparency into the AI Council’s current progress, collect feedback from partners, and benchmark against peer organizations to develop an action plan that supports the recommendations. The principles, recommendations, and work within this document should all be considered preliminary and for review purposes only and not as instructions or guidance. The AI Council will further update these recommendations, develop an action plan with concrete steps, recommended policies, and suggested investments, and make key recommendations for implementation.

## Oregon’s Artificial Intelligence Vision and Principles

The vision statement and draft guiding principles within this framework represent the strategic vision and goals of Oregon’s approach to AI, as well as recommendations for how Oregon’s policies, programs, and guidance will be developed and implemented. In creating AI principles, Oregon hopes to guide the effective design, use, and implementation of AI systems, similar to the White House’s AI Bill of Rights as released by the Office of Science and Technology Policy in October 2022. Oregon’s principles are drawn from internal benchmark efforts<sup>8</sup> and analysis across multiple government and public interest organizations, such as the White House AI Bill of Rights, the Organization for Economic and Cooperative Development’s AI Principles, and the European Union.

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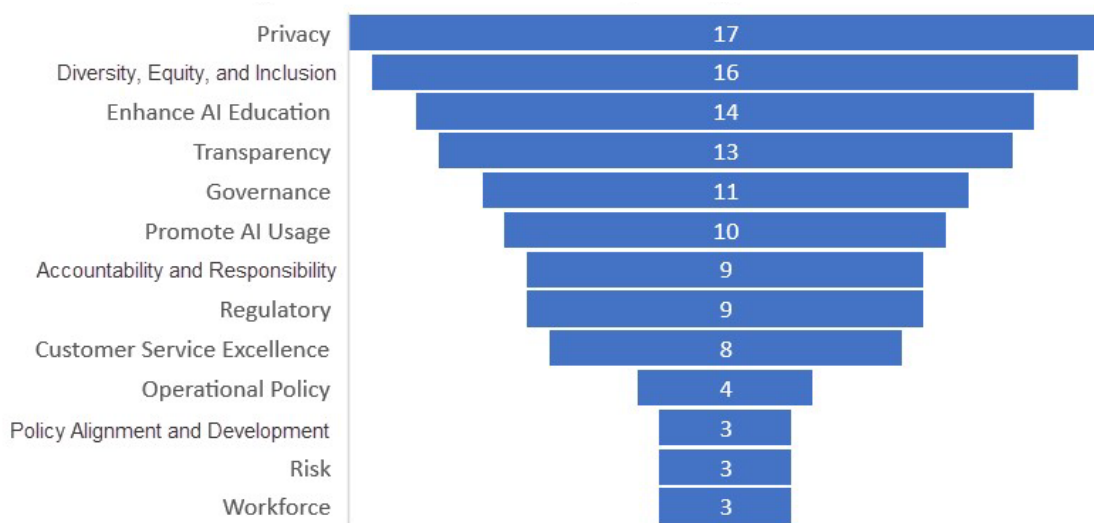
<sup>8</sup><https://www.oregon.gov/eis/Documents/SG%20AI%20Advisory%20Council%20Meeting%20Materials%2020240611.pdf>

Figure 2: Principles from the White House AI Bill of Rights<sup>9</sup>



To guide development of Oregon’s principles, Enterprise Information Services (EIS) conducted a review of peer states, local governments, federal resources, and public interest organizations nationally and internationally to examine commonly used principles and topics within extant AI frameworks and best practices. These findings were presented to the AI Council in the June 11, 2024, AI Council meeting. The below figure shows the most identified principles and topic areas identified in EIS’s survey results, with key areas such as privacy, diversity, equity, and inclusion, education, and risk management being incorporated into core principles, and activities such as regulation and policy development being used to guide recommendations as developed by the AI Council and its subcommittees.

Figure 3: Artificial Intelligence Principles Referenced by Peers and Organizations<sup>10</sup>



EIS benchmarking results as reported in the June 11, 2024, AI Council meeting.

<sup>9</sup> <https://www.whitehouse.gov/ostp/ai-bill-of-rights/>

<sup>10</sup> [https://www.oregon.gov/eis/Documents/Attachment%202.1%20AI\\_Benchmark\\_Overview\\_Present\\_a\\_anonymous.pdf](https://www.oregon.gov/eis/Documents/Attachment%202.1%20AI_Benchmark_Overview_Present_a_anonymous.pdf)

### Vision Statement:

To create an informed and empowered workforce where state employees are well-equipped and trained with the knowledge and understanding of AI to make informed decisions. We envision a future where AI is governed by transparent, well-defined policies that ensure its ethical use, promote diversity, equity, and inclusion, and safeguard personal and sensitive information. Oregon aims to foster a responsible AI ecosystem that enhances government efficiency, accountability, and public trust, while upholding the highest standards of privacy and ethical integrity.

### Oregon's Artificial Intelligence Draft Guiding Principles

1. **Accountability:** Oregon state government's use of AI must have accountability to Oregonians. This means that before, during, and after utilization of any AI program, success metrics around fairness, accuracy, safety, privacy, reliability, and other measures be adopted, measured, monitored, and evaluated with user feedback to improve outcomes and determine future use. Positive efficiencies of the system should significantly outweigh any negatives or costs for adoption and/or continued use to occur.
2. **Equity and Representation:** Ensure AI design and use protect the human rights of affected persons and groups, address bias, incorporate fairness, and promote diversity, equity, and inclusion. Embed ongoing evaluation, inspection, and accountability of AI systems in the system lifecycle. Engage and collaborate with impacted individuals in AI lifecycle teams and collaboration activities. Demonstrate how AI design and use protect human rights (civil, legal, economic, cultural) and inclusion of all groups.
3. **Explainability and Trust:** AI systems deployed by the state should be developed and implemented with transparent methodologies, data sources, and design procedures. Those asked to engage with AI or have their data used by AI should do so with informed consent. AI decision-making processes must be clearly explained to both users and affected individuals.
4. **Governance:** Ensure policies, processes, procedures, and practices across the Executive Branch related to the mapping, measuring, and managing of AI benefits and risks are in place, transparent, and implemented with accountability and full inspection; a culture of risk management is cultivated and present.
5. **Human Oversight in AI Governance:** Define clear structures and governance on how human oversight will be intentionally built into the adoption, review, and day-to-day implementation of AI. Clearly defined roles and responsibilities on this and the overall governance and decision-making of how, where, and when AI systems are adopted and utilized is critical.
6. **Privacy and Confidentiality:** Protect personal data and privacy rights in AI systems. To the greatest extent possible, AI design and use shall protect sensitive data and personal information from unauthorized access, disclosure, use, alteration, or destruction. Ensure individuals are informed about how their sensitive



- data and personal information will be used and disclosed and that consent is obtained prior to use when possible and appropriate.
7. **Risk and Risk Management:** Identifying, assessing, measuring, and managing AI risks, focusing on compliance for AI systems and projected impact. Fully assessing risk types, potential harms, and management options.
  8. **Safety and Impact:** Ensure AI design and use do not decrease overall safety. Specify impact and safety requirements with quantifiable terms and measurement methods.
  9. **Security and Securing:** Ensure the AI system's design, use, and lifecycle management protect it and its data from unauthorized access, alteration, or destruction.
  10. **Stakeholder Experience and Equity:** State government use of AI should be used as a tool to make work more efficient and enhance the experience for the user or client. Programs should prioritize inclusivity and actively work to not perpetuate negative outcomes or biases for currently or historically marginalized people including Oregonians interfacing with the system and workers across the globe enabling these systems to function. AI should improve quality of work, not increase the quantity and should not direct outreach and engagement with impacted communities. Oregon should actively consider any negative environmental and climate impacts before adopting an AI system.
  11. **Transparency and Trustworthiness:** Ensure clarity, openness, comprehensibility of AI processes, outcomes, impact, and decision background. Document and share all lifecycle steps of AI system development with the public and impacted persons. Ensure AI design and use justify public trust through accountability and timely communication.
  12. **Workforce Preparedness and Understanding:** Current workers incorporating AI systems into their workflow should be a part of the adoption decision and review processes and be adequately informed and trained to appropriately utilize the system. In addition, it's critical that Oregon's next generation of workers have a baseline of education in AI – both in a broader framework of what is possible with AI, ethical considerations and implications, and direct and practical applications.

## The Artificial Intelligence Framework Recommendations

The AI Council Recommended Plan and Framework identifies recommendations<sup>11</sup> to support Oregon in upholding its AI draft guiding principles. These draft recommendations are organized according to the AI guiding principles (e.g. accountability, equity and representation, explainability and trust) they are intended to support, and the type of action

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<sup>11</sup> Recommendations are organized by principle and action and are not currently prioritized but represent the full list of considerations and actions the AI Council is exploring.

(e.g. operational policy and guidelines, regulatory and governance, collaboration and partnership) the recommendation references.

## 1. Accountability

### Operational Policy and Guidelines

- 1.1 Develop parameters for the IT department for metrics and criteria for evaluation, mechanism, and timelines for review.

### Regulatory and Governance

- 1.2 Establish clear, transparent, decision-making processes and roles (key endorser, final stamp of approval).

## 2. Equity and Representation

### Collaboration and Partnerships

- 2.1 Identify opportunities for public-private partnerships, public-academic partnerships, or similar collaboratives with organizations and private companies committed to equitable AI development and technology for the public good.

### Data Governance and Management

- 2.2 Ensuring that data development and AI development are in alignment with Oregon's Data Strategy principles.
- 2.3 Oversight measures and expectations for agencies will include expectations for documenting data representation, visibility, and quality and avoid discrimination and replication of systemic harm(s).

### Methodology and Testing

- 2.4 Establish methods and requirements in the AI development lifecycle that ensure equity, representation, and inclusion are considered crucial components of development, rather than "checklist" items.
- 2.5 Set standards and guidelines for agencies to evaluate and embed awareness of biases and inaccuracies into AI development.

### Policy Alignment and Development

- 2.6 AI accountability, governance, and oversight structures should embody the state's values of diversity, equity, inclusion, and belonging in how they are developed, implemented, and overseen. Measurement of agency compliance should be balanced with investment in developing agency capacity to mature their AI governance structures.
- 2.7 Develop and implement an AI governance framework that incorporates principles of diversity, equity, and inclusion as foundational elements in partnership and consultation with communities and community partners. This framework should guide AI system development and deployment to ensure that AI solutions reflect the diverse needs and values of our constituents.
- 2.8 Establish requirements and expectations for agencies that include direct community engagement to gather input from affected populations in AI system development,

procurement, and deployment. Requirements should include acknowledgement that community engagement be an ongoing process, not just a one-time consultation.

### Regulatory and Governance

- 2.9 Define expectations of how agencies uphold demonstration of protecting human rights and inclusion.
- 2.10 Establish a responsible body/authority to oversee, govern, ensure adherence to principles and to craft appropriate governance structures to support.
- 2.11 Establish and resource an appropriate position and authority to set the state's AI governance and oversight structure and model, that includes requirements and expectations for how state agencies will engage with the AI oversight office/role.
- 2.12 Identify resource and capacity gaps affecting agency compliance with AI oversight and governance.
- 2.13 Include a community advisory body or other community-engaged oversight into statewide AI governance. Community advisory body should have a role in reviewing agency equity impact assessments or other tools for evaluating equity within AI solutions.

## 3. Explainability and Trust

### Operational Policy and Guidelines

- 3.1 Develop processes, guidelines, and procedures for Oregonians interfacing with any AI system to do so with informed consent. Establish and make transparent an opt-out and/or appeals process for decisions made by an AI system.

### Regulatory and Governance

- 3.2 Adopt performance metrics to build trust and track accuracy. Develop adoption processes where key metrics must be achieved and weighed against any negatives or costs. Develop reevaluation processes where key metrics must be achieved, weighed against any negatives or costs for system use to continue.
- 3.3 Develop and make publicly available a statewide AI use case inventory, with an expectation that further documentation on deployment will be provided.
- 3.4 Produce and make public an annual report on use, metrics, etc.

## 4. Governance

### Methodology and Testing

- 4.1 Develop metrics for measuring AI performance, including accuracy, robustness, and unintended biases. Regularly assess the effectiveness of risk controls and adjust as needed.
- 4.2 Develop policy and standards to ensure adherence to laws, regulations, and guidelines specific to AI and data management, including specific documentation, mapping, reporting, auditing, and information disclosure.

### Operational Policy and Guidelines

- 4.3 Build workforce expertise by investing in AI-specific training and development programs that establish and maintain skilled, vetted, and diverse service verticals in the AI workforce.
- 4.4 Develop a comprehensive AI security training and certification program, including clear training plans, requirements, and a certification process for AI users.

### Regulatory and Governance

- 4.5 Create and maintain a chartered governance body or council to oversee AI practices.
- 4.6 Establish clear, transparent, decision-making process and roles (key endorser, final stamp of approval).
- 4.7 Perform periodic reviews and refinement of governance activities.

## 5. Human Oversight in AI Governance

### Regulatory and Governance

- 5.1 Ensure human-in-the-loop (HITL) oversight in the adoption and deployment of AI and decision-making systems.

## 6. Privacy and Confidentiality

### Data Governance and Management

- 6.1 Policies, guidelines, and expectations for AI implementation should promote data minimization and other privacy protection strategies in AI system design to limit the amount of data collected and processed, reducing potential privacy risks.

### Methodology and Testing

- 6.2 Guidance and support for incorporating privacy considerations into AI development and deployment, including data documentation and privacy impact assessments, should describe the nature of data in use, identify personal or sensitive fields, and address restricted or sensitive data.

### Operational Policy and Guidelines

- 6.3 Develop and implement incident response procedures specifically for AI systems. These procedures should address the disclosure or breach of confidential data, notification requirements, and remediation approaches consistent with existing state privacy and breach notification laws and procedures.
- 6.4 Offer implementation guidance around “high risk”, “low risk” or “prohibited” uses of AI tools as they apply within Oregon (sample language from organizations like the European Union might be possible) to assist agencies in evaluating use cases associated with AI.
- 6.5 Policies, guidelines, and expectations for state agencies and employees shall prohibit the use of confidential data in public AI models.

### Procurement

- 6.6 Agency contracts shall prohibit the use of confidential data in public AI models.

- 6.7 Agency contracts shall prohibit vendors from using Oregon materials or data in generative AI queries, or for training proprietary models unless explicitly approved by the state.
- 6.8 Agency contracts shall require vendors to adhere to strict data use standards, ensuring that government-provided data is used exclusively for government purposes and serves as a non-negotiable clause in contracts.
- 6.9 Examine existing state contracting language to ensure vendors are compliant with all necessary state and federal privacy laws and regulations and to incorporate privacy compliance into assessments during the procurement process.
- 6.10 Require change management processes for vendors be documented so that state agencies are informed of any changes to AI systems, especially large language models, regardless of perceived impact, to ensure state agencies can proactively manage impacts on service delivery or implementation.
- 6.11 Wherever possible, vendors should be required to disclose datasets used to train AI models during the procurement process. Disclosures should be made public where applicable and incorporated into state procurement processes and expectations for AI systems.

#### Regulatory and Governance

- 6.12 Engage public privacy programs to ensure alignment in protecting privacy within Oregon AI systems.
- 6.13 Establish a centralized privacy program with leadership and resources to conduct privacy impact assessments and human rights impact assessments for AI systems. This program should ensure that AI initiatives comply with federal, state, and other relevant privacy laws.

### 7. Risk and Risk Management

#### Methodology and Testing

- 7.1 Assess and track the performance of risk controls and mitigations in addressing the specific AI risks identified in the mapped data types.
- 7.2 Develop and promote behaviors of AI risk management by aligning AI safety and security with organizational principles.
- 7.3 Establish and deploy a risk management framework and methods.
- 7.4 Establish risk mitigation methodologies that reduce risk.
- 7.5 Implement continuous testing and auditing of AI systems to detect errors, vulnerabilities, and other risks. Use dedicated environments for testing to prevent exposure of sensitive information.

#### Regulatory and Governance

- 7.6 Conduct thorough AI impact assessments as part of the deployment or acquisition process, documenting the intended purposes, and expected benefits.
- 7.7 Prioritize AI risks using an evidence-based approach, applying appropriate security controls.

## 8. Safety and Impact

### Collaboration and Partnerships

- 8.1 Establish feedback loops with stakeholders to report and receive input on AI safety and security, ensuring that all concerns are addressed promptly.

### Methodology and Testing

- 8.2 AI design must be tested against AI safety standards.

### Operational Policy and Guidelines

- 8.3 Risk impact assessment is completed prior to deployment in production.

## 9. Security and Securing

### Methodology and Testing

- 9.1 Continuously monitor and document AI risks, including those specific to attacks using AI, attacks on AI, and AI design failures. Regularly update risk controls or mitigations as new threats emerge.
- 9.2 Establish capability and enforce data loss prevention and provide for continuous monitoring.
- 9.3 Establish reference architecture for approved AI models and deployments.
- 9.4 Establish 'secure by design' practices throughout the AI lifecycle.
- 9.5 Monitor AI system behavior continuously for signs of anomalies or malicious activities.

### Operational Policy and Guidelines

- 9.6 Maintain an incident response plan that includes AI based service implementations, ensuring recovery from disruptions and clear protocols for addressing AI-related incidents.

### Procurement

- 9.7 Establish processes to review AI vendor supply chains for security risks, ensuring that all hardware, software, and infrastructure meet security and safety standards.

### Regulatory and Governance

- 9.8 Conduct thorough AI impact assessments as part of the deployment for potential safety and security risks.

## 10. Stakeholder Experience and Equity

### Policy Alignment and Development

- 10.1 Develop a checklist of must-haves in evaluating and adopting any system. Items should include proof of ethical sourcing of data, evaluation of potential discrimination bias of the data, and documentation on reasoning of sampling.
- 10.2 Develop evaluation systems and metrics to ensure that programs promote inclusivity and actively work to not perpetuate negative outcomes or biases for currently or historically marginalized people, including Oregonians interfacing with the system and workers across the globe enabling these systems to function and consider any negative environmental systems.

## 11. Transparency and Trustworthiness

### Collaboration and Partnerships

- 11.1 Develop or invest in third party audit/oversight capabilities for external partners to conduct AI system reviews.
- 11.2 Foster collaboration and build partnerships with various stakeholders, including industry, academia, government agencies, local jurisdictions, and other public body partners. Encourage sharing of knowledge, resources, and best practices to enhance AI development and deployment.

### Methodology and Testing

- 11.3 Implement standardized continuous testing and auditing processes for deployed AI solutions to protect against bias, monitor system performance, and ensure systems are meeting intended outcomes. These processes should be developed in partnership with state agencies and standardized to maintain consistency.

### Procurement

- 11.4 Develop policies requiring AI systems to be compliant with public records laws, even if AI-generated content is not initially subject to such laws, to create further transparency around how to respond to and navigate public records requests related to AI systems. Set expectations for vendor transparency in system development and design to be compliant with state public records laws and data transparency and interoperability requirements.
- 11.5 Set forth expectations for vendors in support of complying with transparency and trustworthiness when bidding for AI contracts. Explore requirements around transparency and trustworthiness for vendors.

### Regulatory and Governance

- 11.6 Ensure that AI systems incorporate human oversight, especially in areas impacting equity and ethics. This approach ensures that AI systems are accountable and aligned with the state's values, and support development of AI systems as a tool to support worker efficiency, not to replace human decision-making.
- 11.7 People should know when and how they are engaging with AI.
- 11.8 Set expectations of mandatory public disclosure when GenAI or similar AI capabilities are used in processes to produce a decision.

## 12. Workforce Preparedness and Understanding

### Collaboration and Partnerships

- 12.1 Explore partnerships with academia to build training curriculum to help ensure that the future generation of workers have a baseline of AI education – including what is possible with AI, ethical considerations and implications, and direct and practical applications.
- 12.2 Make available state trainings, materials, and resources to the general public.
- 12.3 Submit/engage Oregon's Workforce and Talent Development Board on any recommendations.

## Data Governance and Management

12.4 Develop and implement informed worker consent on AI use and for how and when their data is being collected and used.

## Operational Policy and Guidelines

12.5 Provide general training for all workers, and certification process/more specific training for those directly using any AI platforms.

## Regulatory and Governance

12.6 Develop and implement a process for including front-line (i.e. those actually using the system) workers in conversations and decisions about the adoption, implementation, and ongoing evaluations of AI platforms. Establish and make transparent an opt-out and/or appeals process for decisions made by an AI system.

## Conclusion

The AI Council Recommended Plan and Framework are crucial as they lay the foundation for how Oregon plans to govern and adopt AI technologies. This framework is aligned with Oregon's values of diversity, equity, and inclusion and aims to foster a responsible AI ecosystem that enhances government efficiency, accountability, and public trust. The draft guiding principles within the framework emphasize governance, safety, security, risk management, workforce education, ethical use, equity, transparency, and privacy. By adhering to these principles and developing recommendations to uphold them, Oregon intends to ensure the ethical and effective use of AI, ultimately benefiting both state government and the people it serves.

## What's Next?

Upon release of the AI Council Recommended Plan and Framework, the AI Council and Enterprise Information Services' AI Council staff will collect feedback from partners and identified peer states and conduct comparative analysis against other leading examples for state government to identify areas where principles and recommendations may need to be reviewed, modified, updated, or added to. Upon completion of a gap analysis and receipt of partner feedback, the AI Council will continue to meet October 2024 through March 2025, refining recommendations, identifying concrete action steps needed to implement the recommendations, and produce a final recommended action plan for review as directed in [Executive Order 23-26](#).<sup>12</sup>

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<sup>12</sup> <https://www.oregon.gov/gov/eo/eo-23-26.pdf>



## Appendices

### State Government Artificial Intelligence Advisory Council Charter and Membership

<p><b>Charter Authority</b></p>	<p>The State Government Artificial Intelligence Advisory Council (“Council”) is established by Governor Kotek’s <a href="#">Executive Order 23-26, Establishing a State Government Artificial Intelligence Advisory Council</a>.</p>
<p><b>Purpose</b></p>	<p>The purpose of the Council is to recommend an action plan to guide awareness education, and usage of artificial intelligence in state government that aligns with the State’s policies, goals, and values and supports public servants to deliver customer service more efficiently and effectively. The recommended action plan shall include concrete executive actions, policies, and investments needed to leverage artificial intelligence responsibly and accurately while honoring transparency, privacy, and diversity, equity, and inclusion.</p>
<p><b>Membership</b></p>	<p>The Council shall consist of no more than fifteen members. All members of the Council must have a commitment to data ethics and data equity.</p> <p>Appointed Chair:</p> <ul style="list-style-type: none"> <li>• Terrence Woods, State Chief Information Officer</li> </ul> <p>Appointees:</p> <ul style="list-style-type: none"> <li>• Kathryn Darnall Helms, State Chief Data Officer</li> <li>• Melinda Gross, Department of Administrative Services Cultural Change Officer</li> <li>• Vacant, Governor's Racial Justice Council</li> <li>• Daniel Bonham, Member of the Oregon State Senate</li> <li>• Daniel Nguyen, Member of the House of Representatives</li> <li>• Jesse Hyatt, Executive Branch Agency Representative</li> <li>• Andres Lopez, Member</li> <li>• Catie Theisen, Member</li> <li>• Hector Dominguez Aguirre, Member</li> <li>• Janice Lee, Member</li> <li>• Justus Eaglesmith, Member</li> <li>• Kimberly McCullough, Member</li> <li>• K S Venkatraman, Member</li> <li>• Saby Waraich, Member</li> </ul>
<p><b>Quorum and Decision Making</b></p>	<p>A quorum for the Council meetings shall consist of a majority of the appointed members. The Council shall strive to operate by consensus; however, the Council may approve measures and recommendations based on an affirmative vote of a majority of the quorum. Unapproved measures and recommendations that hold potential though exceed the</p>

	<p>current scope or capabilities may be documented in a section of the plan titled “Additional Considerations”.</p>
<p><b>Meeting Schedule</b></p>	<p>The Council will meet regularly and as needed to accomplish its purpose, from March 19, 2024, through March 2025. Meetings will be conducted virtually.</p>
<p><b>Council Responsibilities</b></p>	<p>Council success is measured based on the completion of the two deliverables prescribed in Executive Order 23-26:</p> <ul style="list-style-type: none"><li>• Within six months of convening, the Council shall provide a recommended framework to the Governor’s Office.</li><li>• Within 12 months of convening, the Council shall provide a final recommended action plan. The recommended action plan shall include concrete executive actions, policies, and investments needed to leverage artificial intelligence responsibly and accurately while honoring transparency, privacy, and diversity, equity, and inclusion.</li></ul> <p>Recommendations for policy changes and investments should be made in order that awareness of artificial intelligence is promoted to support state employees with information needed for their decision making; and the State has clear usage policies that outline the acceptable use of artificial intelligence tools, providing transparency, uplifting diversity, equity, and inclusion, and protecting personally identifiable information and other sensitive information.</p>
<p><b>Council Approval Date</b></p>	<p>April 24, 2024</p>

Council Activities to Date

<b>Timeframe</b>	<b>Activities</b>	<b>Milestone</b>
March 19, 2024	Council meeting #1	Council convenes
April 24, 2024	Council meeting #2	Council convenes
Weeks of April 24– June 3, 2024	EIS benchmarking and development of recommended framework approach	Framework Approach Developed for recommendation to Council
Week of June 10, 2024	Council meeting #3  Draft Framework categories (Equity, Ethics, Security) and principles	Council convenes, develops subcommittees around Ethics, Equity, Security
Weeks of June 17– July 15, 2024	AI Framework Outline developed, subcommittees produce reports on principles and initial recommendations	Subcommittees meet to confirm principles
July 24, 2024	Council meeting #4  Review Draft Principles, preliminary recommendations  Discuss development of recommendations within subcommittees	Council convenes
Weeks of July 29 – August 25, 2024	Core elements of the framework are developed, and details are being incorporated. Subcommittees meet to refine recommendations and principles for draft framework.	1st Draft Framework Completed
Week of September 2, 2024	Council meeting #5  Draft Framework content reviewed by Council	Council convenes
September 13, 2024	State Government Artificial Intelligence Advisory Council Recommended Plan and Framework released.	