Local Government REIMAGINED CONFERENCE

JUNE 5–7, 2024 PALM DESERT, CALIFORNIA

Use of Artificial Intelligence in Local Government – Strategy and Tools

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Resources for this Presentation

Use the link to access to the Slides,
Workbook, & Resources for this
workshop.

bit.ly/icma-ai

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LI0   Generate New Code
              Luke Ingram, 2024-05-16T14:40:10.919

Exercise - Baseline

Join at **menti.com**
use code **6103 6128**
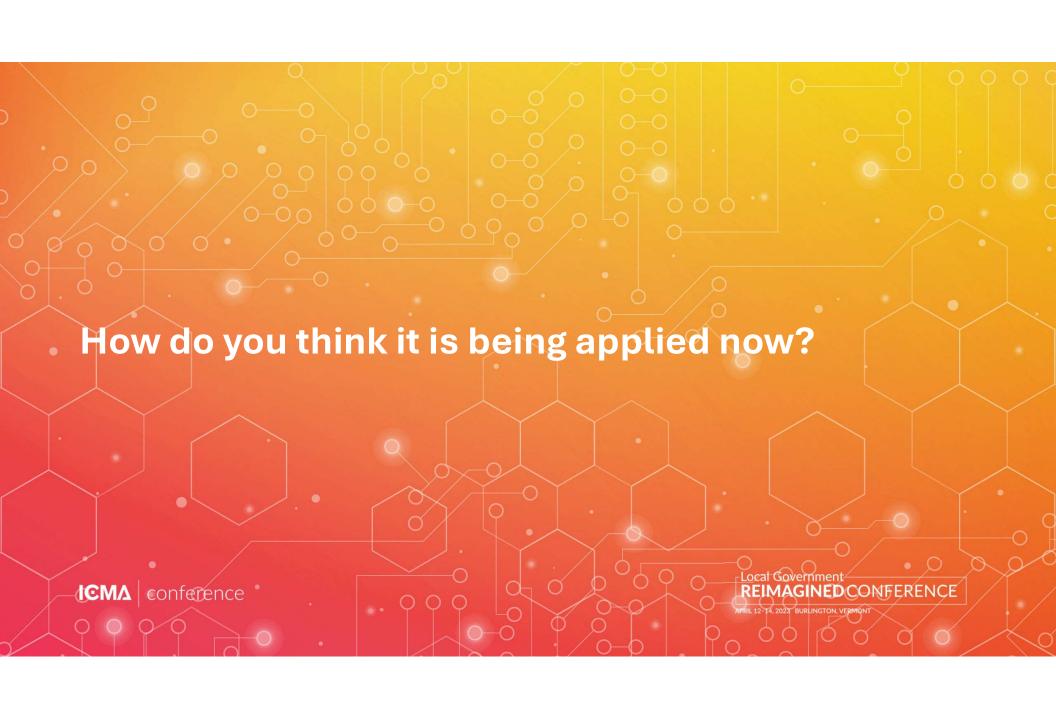
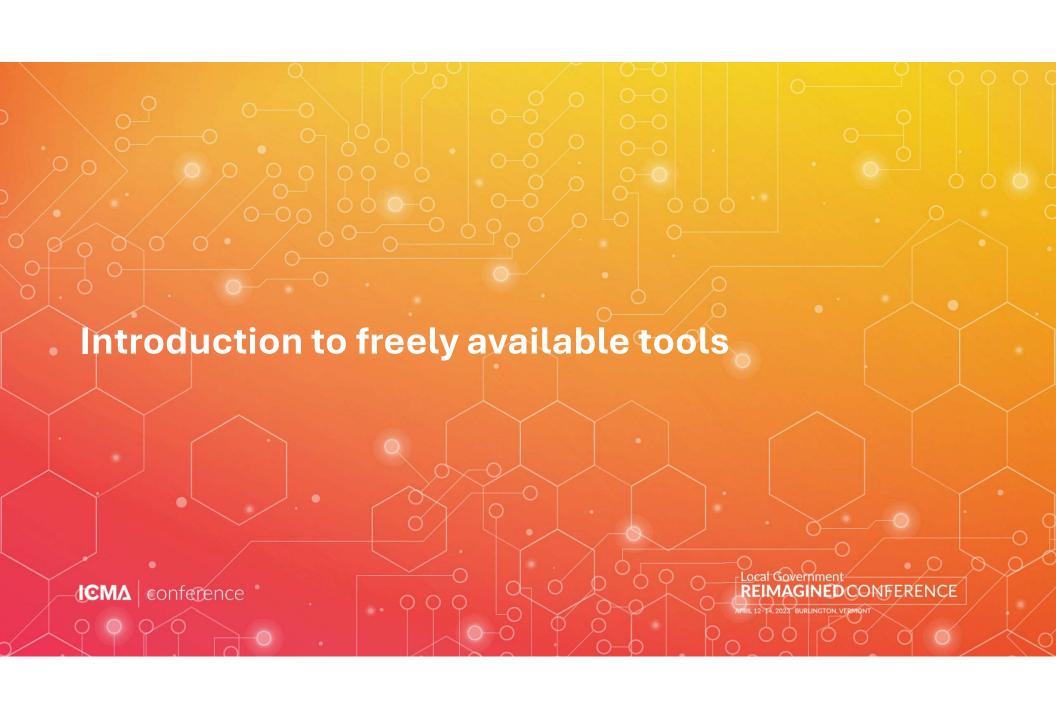ICMA | conference

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LI0   Generate New Code
               Luke Ingram, 2024-05-16T14:40:24.829

LI1   Change code before presenting
               Luke Ingram, 2024-05-16T19:17:51.733

How do you think it is being applied now?

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Introduction to freely available tools

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Tool	Overview	Availability
Google Gemini (Bard)	Text-based AI chatbot; image generator	Publicly-available
Microsoft Copilot	Text-based AI chatbot; image generator	Publicly-available
OpenAI ChatGPT	Text-based AI chatbot; image generator	Publicly-available
Meta AI	Text-based AI chatbot; image generator	Publicly-available
Anthropic Claude	Text-based AI chatbot	Publicly-available

Preparing for Exercises

- **Copilot**: https://copilot.microsoft.com

- **ChatGPT**: https://chat.openai.com

- **Google Gemini**: https://gemini.google.com

Prompting & Refining

What is a Prompt – Breaking it down

Sample Run-Through – Prompt and refine your prompt scenario.

Results – Importance of context and refinement.

Building a Prompt

Context

Source

Context

Goal

I work in a small local government agency in the state of Nevada with many of the communities in rural areas. We are applying for federal and state grants for broadband connectivity. Please provide me with a draft grant application to apply for an available grant for our community to begin assessment of areas where there is a gap in broadband access.
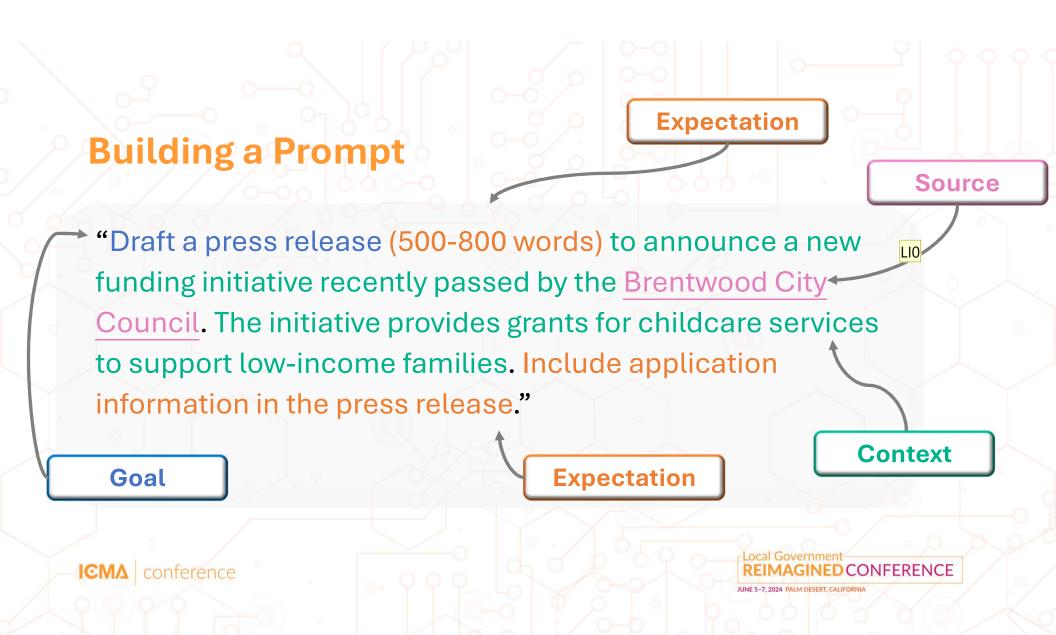
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Building a Prompt

Expectation

Source

LIO

"Draft a press release (500-800 words) to announce a new funding initiative recently passed by the Brentwood City Council. The initiative provides grants for childcare services to support low-income families. Include application information in the press release."

Goal

Expectation

Context

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Slide 11

LI0   To be replaced
            Luke Ingram, 2024-05-16T14:48:07.740

Exercise – Prompt Practice (Onboarding Packet)

(10 minutes)

Prepare a prompt for the following scenario. Practice either individually or together. Feel free to discuss your prompt or process with your table. We will review the outcomes following the exercise.

Scenario: Create an onboarding packet for new council/board members.

Sample Prompt for Scenario (Onboarding Packet)

Goal

Context

Source
LIO

Expectations

"Create a detailed onboarding packet for new city council board members to the City of Reno. The packet should introduce these members to the organization. Include essential policies, procedures, and any relevant historical context."

LI0   Not sure how to place this
           Luke Ingram, 2024-05-16T19:56:54.854

Exercise - Review and Q&A

(15 minutes)

What worked and what didn't?

Exercise – Prompt Practice (Request for Proposal)

(10 minutes)

Each table will present their prompt and for the following scenario. You can practice at your table with the prompt. Share your prompts within your group. Choose one prompt to share. Your spokesperson will submit one prompt from your table at the end of the 10 minutes.

Scenario: Create a Request for Proposal (RFP) for soliciting bids for a community project.

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Sample Prompt for Scenario (Request for Proposal)

Goal

Context

Source

"Create a government Request for Proposal (RFP) for a water treatment facility in Colorado Springs, CO."
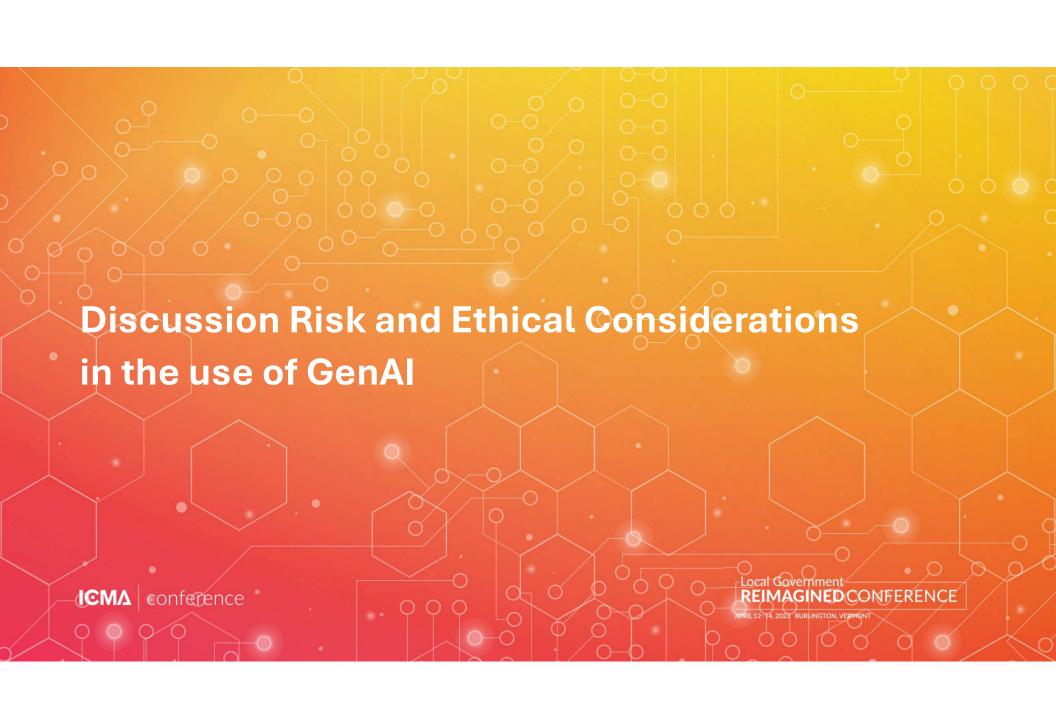
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Exercise - Review and Q&A

(15 minutes)

What worked and what didn't?

Discussion Risk and Ethical Considerations in the use of GenAI

Risks

- Inaccuracy

- Cybersecurity

- Intellectual-Property Infringement

- Regulatory Compliance

- Personal/Individual Privacy

- Workforce/Labor Displacement

- Equity and fairness

Ethical Considerations

- Prioritize making Ethical AI policies in your organization.

- Ensure you can explain AI powered decisions in your organization.

- Working with vendors who include explanations on AI driven outcomes

Resources and guidance on how to develop an AI strategy.

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AI Strategy

- Survey and focus groups

- Guidelines on responsible use

- Awareness and training

- AI Architecture

  - Readiness assessment

  - Data

  - Model

Key Takeaways and Next Steps

- Understand what the problem is

- Have a conversation with key stakeholders

- Experiment with the tools

- Find your AI Ambassadors – Early adopters

- Formalize guidelines on use, risks, and ethical considerations

- Survey and assess your organization

- Build internal training and support

- Create a platform to share user stories and lessons learned

- Explore GovAI resources

Contact

For access to workshop resources or any other questions email

AIworkshop@icma.org

Survey

Survey is on your desk or

you can use the QR Code.

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LI0   Do we need to change this code?
Luke Ingram, 2024-05-16T19:20:18.640

HD0 0   Yes I think so. I can as Michael to create a new survey and generate a code for that new survey.
Hemant Desai, 2024-05-16T19:48:44.975

Thank you for attending.
Questions / Comments?