LIVERMORE AREA RECREATION AND PARK DISTRICT

PROGRAM COMMITTEE

DRAFT MINUTES

WEDNESDAY, MARCH 4, 2024
1:00 p.m.

Robert Livermore Community Center
4444 East Avenue, Livermore, CA 94550-5053
West Wing Conference Room

Committee Members Present: Philip Pierpont, James Boswell

Staff Present: Mat Fuzie, Linda VanBuskirk, Jill Kirk, David Weisgerber, Fred Haldeman,

Members of the Public Present: Quinn Pierpont

1. **CALL TO ORDER**: Chair Pierpont called the meeting to order at 1:08 p.m.

2. **PUBLIC COMMENT**: Chair Pierpont opened the Public Comment period. There were no speakers, and the public comment period was closed.

3. **DRAFTING A DISTRICT POLICY ON ARTIFICIAL INTELLIGENCE:** General Manager (GM) Fuzie provided an overview of the current state of District policies. He is collaborating with General Counsel (GC) Andrew Shen. They have initiated a comprehensive review, beginning with Ordinance 8, to align with California Code of Regulations Title 14 Natural Resources Parks & Recreation guidelines. GM Fuzie emphasized the importance of ensuring all policies and procedures are appropriately reviewed, updated, and/or archived, with GC Shen tasked to present a recommendation to the Board. This will be an ongoing project over the next nine months.

   Discussion then shifted to the potential development of a policy concerning artificial intelligence (AI). GM Fuzie sought input from the Committee regarding the urgency of establishing such a policy on this emerging topic. What kind of policy do we need, if any, right now? In response to GM Fuzie's inquiry about the Board's main concern regarding Ai, Committee members emphasized the necessity of establishing clear guidelines to govern Ai utilization, ensuring accountability, and safeguarding against potential risks associated with its implementation. The overarching consensus underscored the importance of balancing innovation with responsibility, with policies designed to adapt to evolving technological landscapes while upholding the District's mission, values, and objectives.

   Community Outreach Supervisor (COS) David Weisgerber elaborated on the integration of AI tools across various departments, including Communications, where it serves as a valuable aid for generating initial drafts, outlining content, and proofreading, although one must then validate all the information as it can be inaccurate at times. He highlighted AI's role in refining content to align with the District's communication standards and voice, emphasizing the need for an overarching intent statement to guide policy development. He

highlighted the importance of implementing a structured human review process for AI-generated content to ensure accuracy and transparency. As advancements in AI technology evolves, so will the need for continual policy evolution.

Committee Comments and Questions included the following:
- How does this apply to our District?
- Director Boswell emphasized AI's usefulness but raised concerns about potential misuse, stressing the need for transparency and clear policies.
- A policy framework should be adaptable to evolving AI use cases and incorporate safeguards against inaccuracies.
- Chair Pierpont provided legal insights, emphasizing issues of reliability, authenticity, and legality in AI data usage.
- Director Boswell expressed concerns about AI-generated data accuracy and its impact on decision-making processes, particularly in background checks for coaches.
- Director Boswell and GM Fuzie expressed skepticism about the immediate need for an AI policy, suggesting a wait-and-see approach pending further developments in AI regulation and technology.
- Chair Pierpont agreed the issue may not be ripe, but it warrants subsequent discussion down the line.
- Managers should know when their employees are using AI.

ACTION:
This was a discussion only; no committee action was taken at this time.
The Committee grappled with the multifaceted nature of AI implementation, weighing concerns over accuracy, transparency, and decision-making integrity against the potential benefits of predictive analytics and operational efficiencies. While consensus leaned towards caution and transparency, there was divergence regarding the immediacy and scope of a District policy, with some advocating for a more proactive stance and others favoring a wait-and-see approach pending further developments in AI regulation and technology.

4. **FUTURE AGENDA ITEMS / MATTERS INITIATED / ANNOUNCEMENTS**
   a) Chair Pierpont asked how the Livermore Half Marathon event on March 3, 2024 went from the standpoint of our parks? [*COS Weisgerber replied positively, mentioning smooth coordination with the park rangers. The park district was given 15 free slots in the race provided by event partners. Community Services Manager Jill Kirk added that many of our employees participated, earning awards in various age categories*.]
   b) GM Fuzie announced that the upcoming Board Budget Workshop will focus on the board's philosophies, including employee compensation. We aim to capture the board's perspectives on where we want to position ourselves in the marketplace. Considering the recent compensation study, we encourage board members to reflect on our desired stance in terms of industry competitiveness. This will guide us in formulating a budget that aligns with the board's philosophy. The workshop will provide an opportunity to discuss our pricing strategy and revenue goals for our services, with the aim of ensuring the board's vision drives these decisions.

5. **ADJOURNMENT**: The meeting was adjourned at 1:58 p.m.

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