

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, SEPTEMBER 30, 2025**

MINUTE ORDER NO. 17

SUBJECT: ESTABLISHING A COUNTY ARTIFICIAL INTELLIGENCE (AI) POLICY FRAMEWORK AND GOVERNANCE STRUCTURE TO SAFEGUARD TRANSPARENCY, EQUITY, AND ACCOUNTABILITY IN AI USE AND PROVIDING DIRECTION ON THE FUTURE OF COUNTY TECHNOLOGY (DISTRICTS: ALL)

OVERVIEW

Recent advances in Artificial Intelligence (AI) and related transformative technologies are creating exciting opportunities to grow San Diego region’s economy and improve the lives of its residents. AI also presents transformative opportunities for government operations, enhancing service delivery, increasing efficiency, and improving decision-making. However, it also presents significant challenges, including ethical concerns, lack of transparency, potential bias, and risks to security and privacy. To effectively address these issues, the County of San Diego (County) must establish a clear AI policy framework and governance structure to ensure the responsible use of AI.

On June 4, 2024 (13), the San Diego County Board of Supervisors (Board) voted to approve the establishment of an ad hoc subcommittee (Subcommittee) of the Board for the purposes of better understanding and leveraging transformative technologies including, but not limited to, AI to make County services more responsive, efficient, and accessible to all.

On April 8, 2025 (18), the Board directed the Chief Administrative Officer to develop and implement a robust AI governance framework that ensures transparency, accountability, and responsible AI use across all County departments. This includes strengthening oversight of AI procurement and vendor management, establishing clear guidelines on ethical AI usage, ensuring compliance with existing legal and regulatory frameworks, supporting and training our County workforce, and fostering collaboration with external stakeholders to drive responsible AI adoption. Additionally, this effort will provide a structured approach to identifying and mitigating AI-related risks, safeguarding data privacy, and enhancing public trust in AI-driven government operations.

On August 26, 2025 (12), the Board requested the continuance of the item to September 30, 2025 to gather additional stakeholder input.

The recommendations in this Board letter seek to implement a governance framework, establish an AI incident response plan, enhance vendor accountability, and expand workforce education efforts. These measures will enable the County to remain at the forefront of technological advancements while safeguarding the best interests of employees, residents and businesses.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

1. Adopt Board Policy A-140, Artificial Intelligence Board Policy (Attachment A, on file with the Clerk of the Board).

2. Adopt County of San Diego (CoSD) Artificial Intelligence (AI) Bill of Rights, which will be an attachment to Board Policy A-140, Artificial Intelligence Board Policy (Attachment B, on file with the Clerk of the Board).
3. Receive the following components of the County of San Diego Artificial Intelligence (AI) Governance Framework, which will be routinely reviewed and updated by the Chief Technology Office:
 - a. CoSD AI Governance Framework (Attachment C, on file with the Clerk of the Board)
 - b. CoSD AI Workforce Education and Training Plan (Attachment D, on file with the Clerk of the Board)
 - c. CoSD AI Procurement Guidelines (Attachment E, on file with the Clerk of the Board).
 - d. CoSD AI Security Checklist (Attachment F, on file with the Clerk of the Board)
 - e. CoSD AI Risk Management Framework (Attachment G, on file with the Clerk of the Board)
 - f. CoSD AI Incident Response Plan (Attachment H, on file with the Clerk of the Board)

EQUITY IMPACT STATEMENT

Artificial Intelligence (AI) technologies have the potential to either mitigate or exacerbate existing inequities. By establishing proper safeguards including the AI Policy, AI Bill of Rights, AI Incident Response Plan and procurement requirements, these risks can be mitigated. Meanwhile, the responsible use of AI can increase the effectiveness of current County of San Diego staff and programs that provide services to our community's most vulnerable residents.

SUSTAINABILITY IMPACT STATEMENT

By integrating Artificial Intelligence (AI) solutions into County of San Diego (County) operations, we can enhance efficiency and reduce environmental impact through optimized resource allocation. AI-driven automation and data analytics can improve sustainability initiatives such as energy management in County buildings and broadband accessibility. Additionally, responsible AI governance will ensure that emerging technologies align with ethical and environmental best practices, reducing risks associated with high-energy consumption AI models.

FISCAL IMPACT

There is no fiscal impact associated with this request. There will be no change in net General Fund cost and no additional staff years. There may be fiscal impacts associated with future related recommendations, which staff would return to the Board of Supervisors for consideration and approval.

BUSINESS IMPACT STATEMENT

The proposed recommendations regarding the Artificial Intelligence (AI) framework will foster a responsible and innovation-friendly environment for businesses engaging with the County of San Diego (County). By providing clear procurement guidelines and transparent vendor management, businesses will have greater confidence in partnering with the County on AI-related initiatives. Furthermore, ensuring AI accountability will contribute to a stable economic climate, where businesses and residents benefit from reliable and ethical AI-driven public services.

ACTION:

ON MOTION of Supervisor Anderson, seconded by Supervisor Lawson-Remer, the Board of Supervisors took action as recommended.

AYES: Aguirre, Anderson, Lawson-Remer, Montgomery Steppe, Desmond

State of California)
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER
Clerk of the Board of Supervisors



Signed
by Andrew Potter