

## Authorized Artificial Intelligence (AI) Technologies List

In accordance with County Administrative Policy 9-6 Information Technology Artificial Intelligence (AI) Policy, section 7. AI Due Diligence and Compliance Review, The Information Systems Department (ISD) has reviewed the following technologies for security and compliance, to ensure data protection, legal compliance, and adherence to County policies. The reviews were performed based on the following conditions:

- All technologies must be used in accordance with Administrative Policy 9-6 Information Technology Artificial Intelligence (AI) Policy.
- All technologies must be used in accordance with any Local Agency/Department policies, standards, guidelines, and procedures (if any exists).
- No County confidential, restricted, personal, proprietary, or protected data of any kind, including data that is not owned by the County, will be shared (copied, typed, interfaced, etc.) with these platforms, without performing a due diligence and compliance review as described in 9-6 Information Technology Artificial Intelligence (AI) Policy, which includes a review by County Counsel.
- Users must obtain approval from their Local Agency Department Head/General Manager before using any of these technologies.
- All Requirements for Use noted below for each technology must be followed.
- Any configurations or uses that do not following all of these conditions are not permitted and must be reviewed further by County Counsel.

Although due diligence has been performed on these technologies, the use of AI technologies within each department must still be authorized by the Local Agency Department Head/General Manager, so consult with your Local Agency Department Head/General Manager before using them.

Costs associated with these technologies are the responsibility of each Local Agency/Department, so review the fiscal impact to your agency/department before implementing them.

Technology	Requirements for Use
ChatGPT – Free (Consumer Version)	<ul style="list-style-type: none"> <li>• Users must enable Multi-Factor Authentication (MFA) within the platform.</li> <li>• Users must manually Opt-Out of data sharing with the vendor - <a href="https://privacy.openai.com/policies?modal=take-control">https://privacy.openai.com/policies?modal=take-control</a> <ul style="list-style-type: none"> <li>○ Customer data is used to train the vendor AI by default for all Consumer versions of ChatGPT unless customers Opt-Out.</li> </ul> </li> <li>• Custom GPTs cannot be created or shared with this version, but if they become available in the future, follow all ChatGPT-Plus requirements.</li> </ul>
ChatGPT – Plus (Consumer Version)	<ul style="list-style-type: none"> <li>• Users must enable Multi-Factor Authentication (MFA) within the platform.</li> <li>• Users must manually Opt-Out of data sharing with the vendor - <a href="https://privacy.openai.com/policies?modal=take-control">https://privacy.openai.com/policies?modal=take-control</a> <ul style="list-style-type: none"> <li>○ Customer data is used to train the vendor AI by default for all Consumer versions of ChatGPT unless customers Opt-Out.</li> </ul> </li> <li>• Custom GPTs must not be used for any purpose. <ul style="list-style-type: none"> <li>○ Although Custom GPTs are capable of be created with this version, they cannot be shared without giving the vendor unrestricted permission to use and share all data/content used to build the GPT and all data/content entered by users of the GPT, so therefore, they must not be used.</li> </ul> </li> </ul>
ChatGPT – Team (Business Version)	<ul style="list-style-type: none"> <li>• Users must enable Multi-Factor Authentication (MFA) within the platform.</li> <li>• Custom GPTs must not be used for any public facing use. <ul style="list-style-type: none"> <li>○ AI is known for providing inaccurate and bias information, and therefore must not be used for this purpose.</li> </ul> </li> <li>• Custom GPTs may be created and shared with other ChatGPT users who are part of the same ChatGPT Team subscription only. <ul style="list-style-type: none"> <li>○ GPTs can only be used by those who it is shared with, and those users will have access to all content within the GPT.</li> <li>○ GPT output must still be validated as described in Policy 9-6 (accuracy, bias, etc.)</li> </ul> </li> <li>• Custom GPTs must not be shared with anyone who is not part of the same ChatGPT Team subscription. <ul style="list-style-type: none"> <li>○ Allowing anyone who is not part of the Team subscription, including those with a separate Team subscription, will give the vendor unrestricted permission to use and share all data/content used to build the GPT and all data/content entered by users of the GPT, so therefore, they must not be used by or shared with anyone outside of the same subscription.</li> </ul> </li> </ul>
ChatGPT – Enterprise (Business Version)	<ul style="list-style-type: none"> <li>• SSO must be implemented for user authentication (to be performed by ISD).</li> <li>• Custom GPTs may not be used for public facing use. <ul style="list-style-type: none"> <li>○ AI is known for providing inaccurate and bias information, and therefore must not be used for this purpose.</li> </ul> </li> <li>• Custom GPTs may be created and shared with other ChatGPT users who are part of the same ChatGPT Enterprise subscription only. <ul style="list-style-type: none"> <li>○ GPTs can only be used by those who it is shared with, and those users will have access to all content within the GPT.</li> <li>○ GPT output must not be trusted and must still be validated as described in Policy 9-6 (accuracy, bias, etc.)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Custom GPTs may not be shared with anyone who is not part of the same ChatGPT Enterprise subscription. <ul style="list-style-type: none"> <li>○ Allowing anyone who is not part of the same Enterprise subscription, including those with a separate Enterprise subscription, will give the vendor unrestricted permission to use and share all data/content used to build the GPT and all data/content entered by users of the GPT, so therefore, they must not be used by shared with anyone outside of the same subscription.</li> </ul> </li> </ul>
OnePlan – Sofia AI (Project Management and Portfolio Platform)	<ul style="list-style-type: none"> <li>• Only Public or Internal project related information should be entered into OnePlan. <ul style="list-style-type: none"> <li>○ No confidential information should be entered in OnePlan or input into the Sofia AI chat feature.</li> </ul> </li> </ul>
Microsoft Copilot (Free)	<ul style="list-style-type: none"> <li>• Evaluation In Process</li> <li>• Encompasses Copilot in Bing search, Microsoft Edge, and Windows (desktop app)</li> </ul>
Microsoft Copilot Pro (Enterprise)	<ul style="list-style-type: none"> <li>• Evaluation In Process (Not yet available in Microsoft Government Cloud, which is used by the County, but is expected soon)</li> <li>• Encompasses Copilot in Bing search, Microsoft Edge, and Windows (desktop app)</li> </ul>
Microsoft Copilot for Microsoft 365 (Enterprise addon for M365)	<ul style="list-style-type: none"> <li>• Evaluation In Process (Not yet available in Microsoft Government Cloud, which is used by the County, but is expected soon)</li> <li>• Encompasses Copilot in Bing search, Microsoft Edge, Windows (desktop app), and AI capabilities within Microsoft Word, Excel, PowerPoint, OneNote, Outlook, and Teams</li> </ul>
Microsoft Teams Premium	<ul style="list-style-type: none"> <li>• Utilizes Microsoft Azure OpenAI (see below)</li> <li>• Encompasses Intelligent Recap (no other features utilize Artificial Intelligence at the time of the evaluation)</li> </ul>
Microsoft Azure OpenAI	<ul style="list-style-type: none"> <li>• Approved Uses: <ul style="list-style-type: none"> <li>○ Microsoft Teams Intelligent Recap</li> </ul> </li> <li>• Additional uses to be reviewed separately and will be listed above, once approved.</li> </ul>