

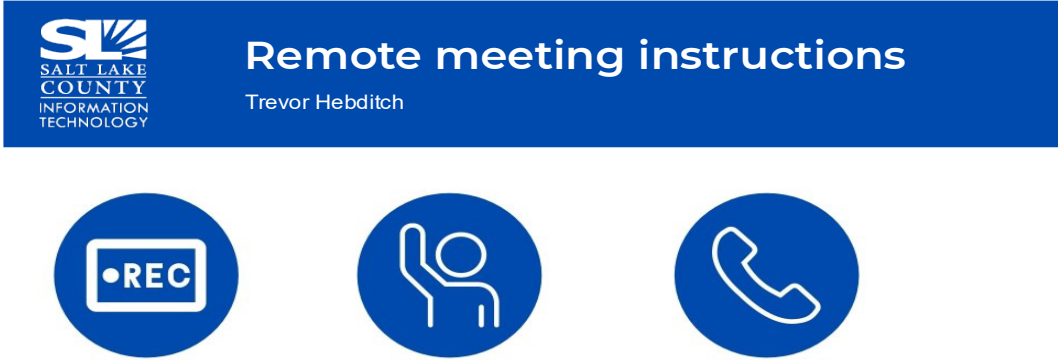
Technology Advisory Board (TAB)

Approved Minutes from March 5, 2026

Present: Tony Jolley (Information Technology), Hoa Nguyen-online (Council), Megan Hillyard (Administrative Services), Talia Butler-online (Public Works), Will Kocher-online (Recorder), Sheila Srivastava-online (Treasurer), Chris Stavros-online (Assessor), Lisa Ashman-online (District Attorney), Kelly Colopy-online (Human Services), Robert Sampson-online (Community Services), James Taylor (Sheriff), Brad Park (Surveyor), Katy Fleury (Mayor Administration)

Representation Absent: Clerk, Auditor

Staff Present: Tony Jolley, Rina Shipley-online, Brandon Allgier-online, Jeff Graham-online, Dean Bullock-online, Hillary Boccagno-online, Lee Wilstead-online, Mark Miller-online, Trevor Hebditch, Kira Moody-online, Halo Pendragon-online, Cherie Root, Dianne Orcutt, Sam Sedivec-online, Valina Eckley-online, Thomas Yeung-online

TOPIC	POINTS OF INTEREST
Welcome & Remote Meeting Instructions	<p>Brad Park opened the meeting.</p> <p>Trevor Hebditch shared the following slide:</p> <div style="text-align: center;">  </div>
Public Comments	No public comments.
2026 TAB Leadership Nominations	<p>Chris Stavros asked to make the nomination for Brad Park to be Chair and Sheila Srivastava the Vice Chair.</p> <p>Motion to accept the nomination by Chris Stavros. James Taylor seconds the motion. No discussion.</p> <p>Motion Passed unanimously.</p> <p>Megan Hillyard: <i>“We want to thank Chris Stavros for his leadership as Vice Chair. You’ve been a supporter of IT and that has benefited the entire County. Thank you.”</i></p>





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TOPIC	POINTS OF INTEREST
<p>Solution Working Group (Rina Shipley)</p> <p><i>Rina explained revisions to the standard. Better readability, clearer communication were most of the changes. The standard explains different ways people can report a security incident. The standard gives specific actions to take if a breach or incident involving data and the incident reporting that follows.</i></p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <div style="text-align: center;"> <h2 style="margin: 0;">Solution Working Group</h2> <p style="margin: 0;">Rina Shipley (5 min)</p> </div> </div> <ul style="list-style-type: none"> Updated Cybersecurity Incident Reporting and Response Standard <div style="text-align: center; margin: 20px 0;">  motion and vote </div> <p>Motion to approve by Megan Hillyard. Chris Stavros seconds the motion. No discussion.</p> <p>Motion passed unanimously.</p>
<p>Portfolio Working Group Update (Mark Miller)</p> <p>Action Item: <i>BRMs digging into a lot of information on this topic, talking to many departments. This will be discussed more in depth at the next TAB meeting.</i></p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <div style="text-align: center;"> <h2 style="margin: 0;">Portfolio Working Group</h2> <p style="margin: 0;">Mark Miller (5 min)</p> </div> </div> <ul style="list-style-type: none"> Business Cases (Mark Miller) <ul style="list-style-type: none"> 2026-IT Investigation of Mobile Device Management (MDM) solutions for SLCO

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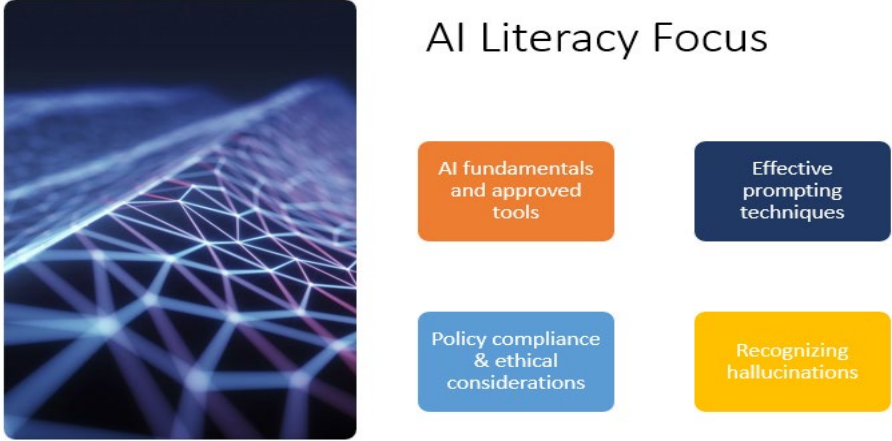
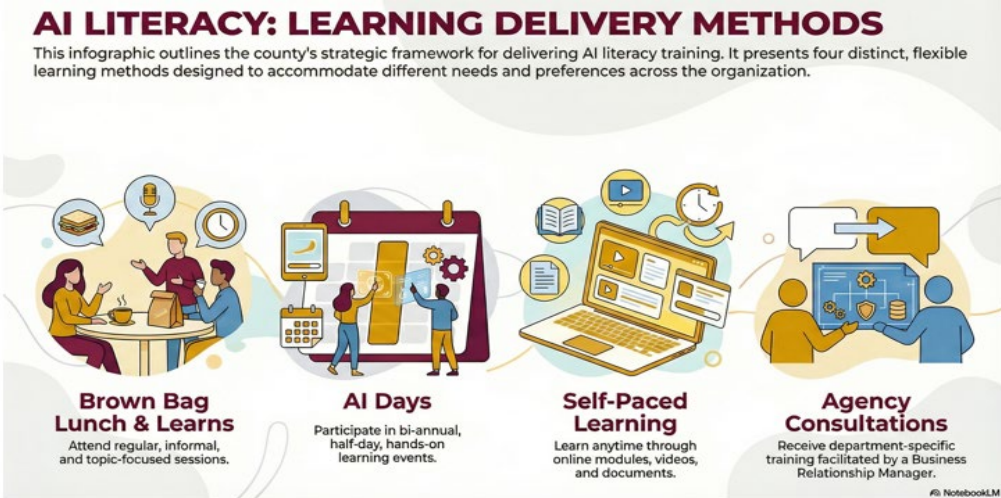
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<p>AI Working Group (Trevor Hebditch)</p> <p><i>Important topic that affects all agencies. Paramount we get training in place. There are concerns around privacy laws, data management, and clean data, etc....</i></p> <p><i>We must manage AI effectively. There are definite risks that need to be managed.</i></p> <p><i>We will be holding trainings and will have a booth at employee day in June to talk about AI.</i></p> <p><i>We need stronger policies in place. We need to make training really effective. We want the County to be a place where we can enable the responsible use of AI.</i></p> <p>Action Item: <i>AI Briefing to Mayor and Council.</i></p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h2 style="margin: 0;">Artificial Intelligence Working Group</h2> <p style="margin: 0;">Trevor Hebditch (5 Minutes)</p> </div> <div style="text-align: right; margin-top: 20px;">  </div> <div style="text-align: center; margin-top: 20px;"> <h3>Salt Lake County's 2026 AI Roadmap</h3> <p>Get ahead of the Conversation</p> <p><i>(or catching-up in the race)</i></p>  </div> <div style="text-align: center; margin-top: 20px;"> <h3>Salt Lake County's AI Implementation Plan: An "AI for All" Framework</h3>  </div>

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<p>AI Working Group Cont. (Trevor Hebditch)</p>	<p style="text-align: center;">Governance & Risk Classification</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <div style="background-color: #8B4513; color: white; padding: 5px; border-radius: 10px; width: 150px; margin-bottom: 10px;">Technology Advisory Board</div> <div style="background-color: #696969; color: white; padding: 5px; border-radius: 10px; width: 150px; margin-bottom: 10px;">AI Governance Working Group</div> <div style="display: flex; justify-content: space-between; width: 150px;"> <div style="background-color: #4682B4; color: white; padding: 5px; border-radius: 10px; width: 45%;">Advanced Tech Initiative</div> <div style="background-color: #4682B4; color: white; padding: 5px; border-radius: 10px; width: 45%;">Office of Data & Innovation</div> </div> </div> <div style="text-align: center;"> <div style="background-color: #90EE90; color: #008000; padding: 5px; border-radius: 10px; width: 150px; margin-bottom: 10px;">Level 1 – Low <small>Browser Based Approved Models, no county data</small> Auto-Approved</div> <div style="background-color: #FFD700; color: #8B4513; padding: 5px; border-radius: 10px; width: 150px; margin-bottom: 10px;">Level 2 – Medium <small>Approved models with public data input</small> AIWG + Management Review</div> <div style="background-color: #FFA07A; color: #8B4513; padding: 5px; border-radius: 10px; width: 150px;">Level 3 – High <small>Private, protected, or restricted county data</small> Full Review</div> </div> </div> <p style="text-align: center; margin-top: 20px;">Infrastructure & Pilot Projects</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="background-color: #D3D3D3; padding: 5px; border-radius: 10px; width: 30%; text-align: center;"> Deploy locally-hosted AI Server secured from external internet </div> <div style="background-color: #D3D3D3; padding: 5px; border-radius: 10px; width: 30%; text-align: center;"> 1st Agency pilot (Mayor’s Finance) </div> <div style="background-color: #D3D3D3; padding: 5px; border-radius: 10px; width: 30%; text-align: center;"> Identify and onboard 2-3 more proof of concept agencies </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="background-color: #D3D3D3; padding: 5px; border-radius: 10px; width: 30%; text-align: center;"> RAG Model Implementation </div> <div style="background-color: #D3D3D3; padding: 5px; border-radius: 10px; width: 30%; text-align: center;"> AI Agents test </div> </div>
	<p style="text-align: center;">AI Education</p> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 20px;"> <div style="text-align: center;"> <p>Technical Track <small>Deep Dive IT Staff, Developers, Data Analysis</small></p> </div> <div style="text-align: center;"> <p>All Staff Track <small>AI Literacy</small></p> </div> <div style="text-align: center;"> <p>Leadership Track <small>Leadership Briefings Directors, Elected Officials, Managers</small></p> </div> </div>

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<p>AI Working Group Cont. (Trevor Hebditch)</p>	<div style="text-align: center;"> <h2 style="margin: 0;">AI Literacy Focus</h2>  <p>The diagram shows a central image of a neural network. To its right are four colored boxes: an orange box for 'AI fundamentals and approved tools', a dark blue box for 'Effective prompting techniques', a light blue box for 'Policy compliance & ethical considerations', and a yellow box for 'Recognizing hallucinations'.</p> </div> <div style="margin-top: 20px;"> <h3 style="text-align: center;">AI LITERACY: LEARNING DELIVERY METHODS</h3> <p style="text-align: center; font-size: small;">This infographic outlines the county's strategic framework for delivering AI literacy training. It presents four distinct, flexible learning methods designed to accommodate different needs and preferences across the organization.</p>  <p>The infographic shows four methods: 1. Brown Bag Lunch & Learns: Attend regular, informal, and topic-focused sessions. 2. AI Days: Participate in bi-annual, half-day, hands-on learning events. 3. Self-Paced Learning: Learn anytime through online modules, videos, and documents. 4. Agency Consultations: Receive department-specific training facilitated by a Business Relationship Manager.</p> </div>								
	<div style="text-align: center;"> <h2 style="margin: 0;">Bridging the AI Knowledge & Governance Gap</h2> <p style="font-size: x-small;">We strongly support responsible AI adoption to drive innovation and reduce manual workload. However, misconceptions about AI capabilities create real risk. Modern AI agents can read/write files, execute commands, access credentials, and inherit employee-level system access — significantly changing the risk profile. County systems operate under HIPAA, FISMA, FedRAMP, NIST 800-171, and GLBA frameworks that consumer AI tools and unvetted desktop agents generally do not meet. Enterprise Architecture and Cybersecurity are aligned on the urgency of formalizing governance before scaling deployment.</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <thead> <tr> <th style="background-color: #2e8b57; color: white;">Already In Place</th> <th style="background-color: #4169e1; color: white;">Planned</th> <th style="background-color: #d2691e; color: white;">Needs to Be Added</th> <th style="background-color: #800000; color: white;">Policy & Governance Maturity</th> </tr> </thead> <tbody> <tr> <td style="background-color: #e0ffe0;"> <p>AI Governance Structure TAB, AIWG, ATL, and ODI oversight bodies established with defined roles</p> <p>3-Tier Risk Classification Low / Medium / High risk levels with defined approval workflows</p> <p>Data Classification (In Progress) Cybersecurity classifying data where viability exists; limited visibility into agency-managed SaaS (e.g., SmartSheet)</p> <p>M365 DLP (Partial) Sensitivity labeling and encryption enabled; advanced features (e.g., watermark) not available at current licensing</p> <p>Education & Literacy Programs Technical, All Staff, and Leadership tracks with multiple delivery methods</p> </td> <td style="background-color: #e0e0ff;"> <p>Controlled 180-Day Pilot One team, one FedRAMP-authorized AI solution; measure outcomes before expanding</p> <p>Secure AI Server Deployment Locally-hosted AI infrastructure, isolated from external internet access</p> <p>RAG Model Implementation Agency-specific secured access with controlled access to approved data sources</p> <p>AI Agent Testing Controlled testing of automated task capabilities with pilot agencies</p> </td> <td style="background-color: #fff2cc;"> <p>Zero Trust for AI Tools Verify explicitly, enforce least privilege, assume breach for all AI services accessing County data</p> <p>Desktop Agent Restrictions IT approval before installation; no technical blocking exists today — policy enforcement is the immediate control</p> <p>Data Classification Expansion Extend visibility into agency SaaS platforms (SmartSheet, etc.) and map regulatory controls before AI access</p> <p>DLP Controls for AI Traffic Detect/block sensitive data (SSNs, PHI, financial) before reaching external AI; evaluate M365 licensing upgrades</p> </td> <td style="background-color: #ffe0e0;"> <p>Agentic AI Policy (Immediate) Add AI Policy statement: agentic AI software must be approved by CIO or Assoc. 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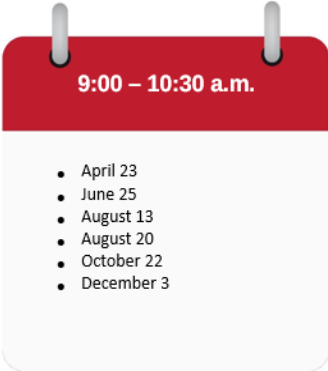
TOPIC	POINTS OF INTEREST																																								
<p>Data Governance Working Group (Javaid Lal)</p> <p><i>Privacy builds on Data Governance and adding AI increases the complications. The purpose of this group is to provide leadership, coordinated response, and oversight. We make sure we are in GDPR compliance.</i></p>	<div style="background-color: #0056b3; color: white; padding: 10px; display: flex; align-items: center;"> <div> <h2 style="margin: 0;">Data Governance Working Group</h2> <p style="margin: 0;">Javaid Lal (15 min)</p> </div> </div> <ol style="list-style-type: none"> 1. Restructuring of Data Governance Working Group – Link 2. Privacy Standard 2022-01 – Roles & Responsibilities – Link 3. Privacy Standard 2022-02 – Privacy Notices – Link <div style="text-align: center; margin: 20px 0;"> motion and vote </div> <p>Motion to approve standards by Brad Park. Chris Stavros seconds the motion. No discussion.</p> <p>Motion passed unanimously.</p>																																								
<p>Smart Government Fund Update (Javaid Lal)</p>	<div style="text-align: center;"> <h3 style="margin: 0;">Smart Government Fund Program Overview</h3> <p style="font-size: 0.8em; margin: 0;">Office of Data & Innovation</p> <p style="font-size: 0.7em; margin: 0;">Smart Gov Fund SharePoint Site</p> </div> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center; margin-top: 10px;"> <thead> <tr> <th style="font-size: 0.8em;">Ideas Received</th> <th style="font-size: 0.8em;">Review Pending</th> <th style="font-size: 0.8em;">Not Eligible for SGF</th> <th style="font-size: 0.8em;">Need More Info</th> <th style="font-size: 0.8em;">Process Improvement</th> <th style="font-size: 0.8em;">Withdrawn / No Response</th> <th style="font-size: 0.8em;">Move Forward for Full App</th> <th style="font-size: 0.8em;">Funding Approved</th> </tr> </thead> <tbody> <tr> <td>89</td> <td>0</td> <td>46</td> <td>2</td> <td>4</td> <td>21</td> <td>3</td> <td>13</td> </tr> <tr> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> <td><small>Total</small></td> </tr> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> <td><small>2026</small></td> </tr> </tbody> </table> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p style="text-align: center; font-size: 0.8em; background-color: #e6f2ff; padding: 2px;">Smart Gov Fund Ideas Received</p> </div> <div style="width: 45%;"> <p style="text-align: center; font-size: 0.8em; background-color: #e6f2ff; padding: 2px;">\$ Funded</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p style="text-align: center; font-size: 0.8em; background-color: #e6f2ff; padding: 2px;">% of Ideas Funded</p> </div> <div style="width: 45%;"> <p style="text-align: center; font-size: 0.8em; background-color: #e6f2ff; padding: 2px;"># of Projects Funded</p> </div> </div> <div style="margin-top: 20px; text-align: right; font-size: 0.9em;"> <p>Avg Yearly Ideas received: 18</p> <p>% Ideas Funded: 15%</p> <p>Avg Project Funded: 3</p> <p>Avg Project Funding: 48,470</p> <p>Avg Yearly Project Funding Amt.: 126,023</p> </div>	Ideas Received	Review Pending	Not Eligible for SGF	Need More Info	Process Improvement	Withdrawn / No Response	Move Forward for Full App	Funding Approved	89	0	46	2	4	21	3	13	<small>Total</small>	<small>Total</small>	<small>Total</small>	<small>Total</small>	<small>Total</small>	<small>Total</small>	<small>Total</small>	<small>Total</small>	0	0	0	0	0	0	0	0	<small>2026</small>	<small>2026</small>	<small>2026</small>	<small>2026</small>	<small>2026</small>	<small>2026</small>	<small>2026</small>	<small>2026</small>
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Technology Advisory Board (TAB)


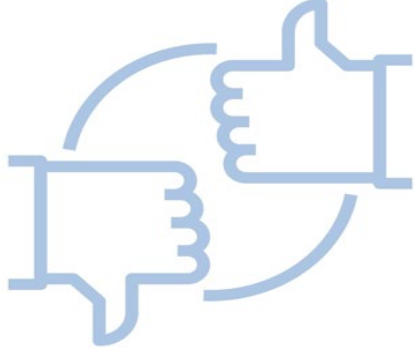


Approved Minutes from March 5, 2026

TOPIC	POINTS OF INTEREST
<p>Smart Government Fund Update Cont. (Javaid Lal)</p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h3 style="margin: 0;">Smart Government Fund Update</h3> <p style="margin: 0;">Javaid Lal (5 min)</p> </div> <ul style="list-style-type: none"> • 2025 Applications Advanced to Full Application: <ol style="list-style-type: none"> 1. Job Description Optimization 2. Invoice Data Extraction & Automation (IDEA) 3. Protecting County Resources with Automated Dependent Verification
<p>Security Update (Closed Session)</p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h3 style="margin: 0;">Security Update</h3> <p style="margin: 0;">Rina Shipley & Natalie Rogers (15 min)</p> </div> <div style="text-align: center; margin-top: 20px;">  <p style="margin: 0;">motion for closed session (discussion regarding deployment of security personnel, devices, or systems)</p>  </div> <p style="margin-top: 20px;">Motion to enter a closed session to discuss deployment of security personnel, devices, or systems by Megan Hillyard, Brad Park seconds the motion. No discussion.</p> <p>Aye: Administrative Services, Assessor, Community Services, Human Services, Mayor Administration, Public Works, Sheriff, Surveyor, Treasurer</p> <p>Nay: None</p> <p>Roll Call Absent: Auditor, Clerk, District Attorney, Recorder</p> <p>Motion passed unanimously.</p> <p>Motion to exit the closed session by Brad Park and Megan Hillyard, seconded.</p> <p>Motion passed unanimously.</p>

Technology Advisory Board (TAB) Approved Minutes from March 5, 2026

TOPIC	POINTS OF INTEREST
<p>Other Business</p> <p><i>Megan Hillyard: Thank you, Tony, for being our Acting In CIO.</i></p> <p><i>Touring Mountain America corporate offices in preparation for new campus.</i></p> <p><i>Brad Park: Thank you, Sheila Srivastava, for being willing to serve as TAB Vice Chair for the upcoming year.</i></p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h2 style="margin: 0;">Other Business?</h2> <p style="margin: 0;">TAB Members (2 min)</p> </div> <div style="text-align: center; margin-top: 20px;">  </div>
<p>Communication Items (Chair & CIO)</p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h2 style="margin: 0;">Communication items</h2> <p style="margin: 0;">Chair & CIO (1 min)</p> </div> <ul style="list-style-type: none"> 2026 – TAB Leadership <div style="text-align: center; margin-top: 20px;">  <p style="margin: 0;">Mayor & Council</p> </div>
<p>Upcoming Meeting Schedule for 2026 (Wendy Ormsby)</p>	<div style="background-color: #0056b3; color: white; padding: 10px;">  <h2 style="margin: 0;">Upcoming meeting schedule</h2> <p style="margin: 0;">Wendy Ormsby (1 min)</p> </div> <div style="text-align: center; margin-top: 20px;">  </div>

**Technology Advisory Board (TAB)
Approved Minutes from March 5, 2026**

TOPIC	POINTS OF INTEREST
<p>Review Action Items (Wendy Ormsby)</p> <p>There are three action items from this meeting.</p> <p>Will be updating <u>mobile device management</u> at next TAB & discuss <u>technology survey</u></p> <p><u>AI Briefing</u></p>	 <p style="text-align: center;">Review action items</p> <p style="text-align: center;">Wendy Ormsby (1 min)</p> 
<p>Next TAB meeting:</p> <p>April 23, 2026</p>	 <p style="text-align: center;">Next meeting: April 23, 2026</p> <p style="text-align: center;">Thank you!</p> <p style="text-align: right;"> motion & vote to adjourn</p>
<p>End of Session</p>	<p>Motion to adjourn the meeting by Brad Park. No objections. Meeting adjourned. So moved.</p>
<p><i>Submitted by Wendy Ormsby</i></p>	