

# South Bay Cities Council of Governments

September 8, 2025

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director

RE: 1<sup>st</sup> Meeting of the SBCCOG AI Working Group

We are proposing that the first AI Working Group meeting should be on Thursday, October 30 from 3:30 pm to 5 pm, and attendees should be both in person and via zoom. This appears to be the only Thursday in October that works without other conflicts.

The goal of the working group will be to add value to the cities' operations – both public-facing and internally as well as to understand downsides that members need to be aware of. Information will be gathered from cities who have had positive and negative experiences, companies who offer services, other organizations who have researched AI in their operations and any other relevant sources found as we look further.

The agenda for the first meeting will include the following:

- Discussion of the current companies that are working with cities on products and projects that utilize AI.
- Ways that our cities are currently using AI and how it's working:
  - RPV to discuss how they have compiled their files for better staff reports, etc.
  - Hawthorne re: their chatbot
  - ???
- Roundtable discussion asking what questions attendees have re: AI applications and issues for future agendas.

## RECOMMENDATION

Discuss and provide direction on the agenda above.

With Steering Committee agreement, staff will prepare a SAVE THE DATE and start on the agenda. Please let those in your city who may be interested know about this.