WASHINGTON COURTS
ADMINISTRATIVE OFFICE OF THE COURTS

Draft JISC AI Guidelines and AI Project Proposals

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JISC and AI

- At the June JISC, AOC presented draft AI guidance related to JIS
- The draft focused heavily on the JIS applications and statewide data
- AOC asked all JISC members to request review and feedback of the proposed draft during the month of July
- No feedback was received so we will proceed to a Decision Point

Decision Point

AI Project Proposals

- AI is now readily available and courts throughout the country are conducting projects to improve their services through AI tools
  - Some successful projects have included tools to summarize lengthy documents, analyze legislation, and helping the public navigate court websites and forms
- AOC is beginning to receive inquiries and requests to test or pilot AI tools to address some business needs
- Within the guidelines established by the Board for Judicial Administration and the JISC, we must ensure that efforts requiring statewide resources align with the strategic direction of the JIS and do not reduce support for the primary statewide systems

AI Technical and Practical Concerns

- AOC is not staffed to specifically support AI, so any staff time on AI reduces time available for their regular duties
- Requests for a variety of applications (Copilot, ChatGPT, etc.) result in a proliferation of AI tools, each requiring support
- Adoption and tuning of AI requires additional time from the users to both complete a task without AI, but also to complete the task using AI, verify the outcome, and tune the AI to improve products
- Careful attention must be paid to the AI tools' details, including type of model, data and privacy concerns, and changes to licensing agreements

AI Project Approval and Governance

- AOC proposes that the IT Governance (ITG) process be used to consider requests for statewide AI projects
- JISC would be the approval authority for all AI proposals submitted under ITG to ensure efforts aligned with priorities and provide oversight for initial efforts
- It will be vital to carefully select projects to ensure they:
  - Comply with JISC and BJA policy
  - Mature AOC's AI capabilities
  - Lead to outcomes that consistently improve core services offered
  - If they introduce new services that will require on-going support from AOC and the courts, that resources be requested from the legislature

AI ITG Details and Restrictions

- Requests should not be for specific tools, like ChatGPT, but rather for the process and outcomes requestors seek to achieve
- Initially, all requests would go to the JISC for Authorization regardless of their size
- AOC's analysis of the request would include details of what could be learned from the project to apply more broadly to other operations and identify the staff required to complete the work
- It would be vital to clearly define the scope and avoid open-ended projects
- JISC would carefully consider the potential benefits of the proposal against the reduced staff hours for regular duties
- The number of projects authorized should be heavily limited to avoid sprawl and lack of focus on successful completion of projects

Decision Point