

Automated Decision Systems (ADS) Workgroup

Meeting Notes

Meeting Date: Thursday, November 4, 2021

Meeting Time: 2:30 pm PT – 4:30 pm PT

I. Welcome and Administrative Updates

Meeting called to order at 2:32 pm PT.

- The November 18 and December 2 ADS Workgroup meetings have been cancelled, as the Final Report (“Report”) is due to the Governor’s Office by Wednesday, November 10. Katy Ruckle has cancelled future calendar invites.

II. Review and Discussion of Report Draft and Recommendations

Presented by Katy Ruckle, Chief Privacy Officer, Office of Privacy and Data Protection.

An updated Draft Report (“Draft”) was distributed to workgroup members by Katy Ruckle to include the glossary and sample prioritization matrix.

- Appendices will be organized in order of appearance in the Report.
- Details about Workgroup Membership have been updated to reflect David Luxton’s change in employment from the Department of Corrections (DOC) to the Department of Veteran’s Affairs (VA) during his time as co-chair.

WA One System Description

- The Report has been updated to include the full name of the WA One system - Washington Offender Needs Evaluation (WA ONE).
- The description of the WA ONE system does not directly correlate to the description of an ADS to be reviewed by the Workgroup, in accordance with the budget proviso. An updated description was developed using existing content in the Draft while clarifying what the system does and how it fits the proviso’s criteria for an ADS.

Findings Summary (Full Text in Appendix C)

- This section has been updated to incorporate workgroup member comments and has been expanded to include additional research.

Guiding Principles (Full Text in Appendix A)

- The guiding principles are intended to be aspirations or goals rather than mandates. This section has been updated to reconcile various workgroup member perspectives and to emphasize the intent of the section.
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Sample Prioritization Matrix

- Although the ADS Workgroup has not recommended a specific framework, the sample prioritization matrix, examples of frameworks and potential framework language will be incorporated throughout the Report, including in footnotes and the ADS Policy Landscape Appendix.

Recommendation Changes

- During the October 28 ADS Workgroup meeting, the recommendations were reorganized and summarized headings were added. Additionally, the following new recommendation was proposed:
 - **“Recommendation #1 Prioritization of Resources”**
“The state should develop a prioritization framework (see example in Appendix ___) for allocating resources to address existing and future ADS. While the prioritization framework is being developed, agencies should adopt and implement an interim prioritization framework so as not to delay work relating to ADS systems. The prioritization framework should be used in determining the level of resources to be devoted to meeting each of the following recommendations.”
- The section “Challenges for policy change considerations” highlights the difficulties in defining ADS and AI, determining the scope of reviews of these systems and technologies and prioritizing resources towards such reviews.

Effect and Evaluation of Recommendations on WA ONE System

- In accordance with the budget proviso, the ADS Workgroup chose the DOC WA ONE System to describe how the implementation of the report recommendations would affect the procurement of a new system and the use of the existing system. The updated Draft includes additional information about the WA ONE System.
- Workgroup members raised concerns about the specific methods for assessing bias and accuracy of the WA ONE System. The scope, rigor or transparency of these methods may not align with Workgroup member expectations or the intent of the Report’s recommendations.

Q&A of WA ONE system (Appendix B)

- The original DOC WA ONE responses to the ADS questions being considered by the workgroup have been included as an appendix. Although there were considerable communications to clarify their response, including the submission of supplemental answers, the Workgroup agreed to limit this appendix to the DOC’s initial response.

Glossary

- The term “identified or identifiable natural person” has been added to the Glossary.

III. Workgroup Discussion

- Many Workgroup members expressed their appreciation for the leadership provided by Katy Ruckle and for the contributions of Workgroup members to the Report.

IV. Answers to Open Tasks

Task	Resolution
<u>Task 08.02</u> – All workgroup members will consider key terms for inclusion in the Report's glossary.	Completed
<u>Task 09.01</u> - Jon Pincus and Vickie Ybarra will draft definitions for glossary terms.	Completed
<u>Task 09.02</u> – Bill Block, David Luxton and Jen Lee will lead drafting of a section describing how recommendations could affect the DOC WA One System.	Completed

V. Open Discussion

Meeting opened for comment from public. None received.

VI. Adjourn

Meeting adjourned at 3:25 pm.

VII. Attendance Roster

	Last Name	First Name	Organization	Present (X)
1	Pincus	Jon	A Change Is Coming	X
2	Lee	Jennifer	ACLU	X
3	Gonzalez	Eric	ACLU	X
4	Block	Bill	ACLU	X
5	Aguilar	Nancy	CHA	X
6	Auffray	Brianna	CAIR-WA	X
7	Krustsinger	Allison	DCFY	
8	Mason	Aaron	DCYF	
9	Ybarra	Vickie	DCYF	
10	McGrew	Elena	DES	X
11	Japhet	Robin	DES	
12	Fisher	Greg	DOC	X
13	Luxton	David	UW	X
14	Adams	Gena	DOC	X
15	Palma	Sergio	DSHS/ALTSA	X
16	Gogan	Jenise	DSHS/BHA	
17	Mancuso	David	DSHS/RDA	
18	Henson	Crystal	DVA	
19	Allred	Robert	ESD	
20	Gordon	Elizabeth	Governor's Committee for Disability Issues and Employment	X
21	Chen	Christopher	HCA	
22	Ott	Cathie	HCA	X
23	Del Villar	Ashley	La Resistencia and Mijente	
24	Glenn	Kirsta	LNI	X
25	Ruckle	Katy	OCIO	X
26	Angel	Maria	UW Law	X
27	Puckett	Derek	WaTech	X

ACLU = American Civil Liberties Union
 CHA = Commission on Hispanic Affairs
 CAIR = Council on American-Islamic Relations Washington (CAIR-WA)
 DCFY = Department of Children Youth and Families
 DES = Department of Enterprise Services
 DOC = Department of Corrections
 DSHS/ALTSA = Department of Social and Health Services/Aging and Long-Term Services Administration
 DSHS/BHA = Department of Social and Health Services/Behavioral Health Administration
 DSHS/RDA = Department of Social and Health Services/Research and Data Analytics
 DVA = Department of Veteran Affairs
 ESD = Employment Security Department
 HCA = Health Care Authority
 LNI = Labor and Industries
 OCIO = Office of the Chief Information Officer
 UW = University of Washington
 WaTech = Consolidated Technology Services