

The background of the entire page is a photograph of the United States Capitol building, focusing on the large, white, ribbed dome. The dome is topped with a statue of Liberty. The building's facade, with its classical columns and arches, is visible in the lower half. An American flag is seen flying on a tall pole to the right of the dome. The image is overlaid with a semi-transparent blue layer that contains a faint, light-colored circuit board pattern of lines and dots.

FLASH REPORT

ARTIFICIAL INTELLIGENCE STRATEGY & IMPLEMENTATION



**COMMITTEE ON
HOUSE ADMINISTRATION
SUBCOMMITTEE ON MODERNIZATION**

Executive Summary

This is part of a series of reports the Committee is releasing on artificial intelligence (AI) strategy and implementation in the House of Representatives over the course of 2024. The purpose is to provide a transparent update to the public on the use of AI technology by House offices and legislative branch agencies. This report was produced at the direction of Committee Chairman Bryan Steil, Committee Ranking Member Joseph D. Morelle, Subcommittee on Modernization Chairwoman Stephanie Bice, and Subcommittee on Modernization Ranking Member Derek Kilmer.

Between July and September 2024, the Committee (CHA) approved an AI Policy for the House. The AI Policy establishes principles for responsible AI use, defines permissible and prohibited use cases, and ensures data protection within the House environment. The AI Policy creates a framework for new tools to be reviewed and codifies the maintenance of an AI use case inventory. The AI Policy will be regularly evaluated, and as such, CHA is already gathering feedback from Member Offices and Committees which will guide future refinements.

CHA engaged in a series of structured meetings with a variety of House vendors. These meetings initially focused on two groups of vendors: Transcription Service Providers and Customer Relationship Management Providers. Both vendor groups provide critical services to the House. The focus of the engagement was to make these vendors aware of the House's AI Guardrails and AI Policy, and to better understand what, if any, plans each vendor has in place for near-term AI deployments.

CHA continued communicating with several organizations which focus on sharing best practices in parliamentary modernization. This includes, but is not limited to, the House Democracy Partnership, the Organization for American States, and ParlAmericas. In addition, the Committee shared information directly with other parliaments and with AI thought leaders in civil society.

Notable Accomplishments (July through September 2024)

Below is a breakdown of notable accomplishments from legislative branch agencies and House entities.

Government Publishing Office (GPO)	
Governance	GPO developed an AI policy in October 2023 which outlined the use of AI and formed GPO’s advisory committee. The AI policy provides comprehensive guidance for GPO units to plan, collaborate, and implement AI solutions within the agency. The policy remained stable between July and September 2024.
Use Cases	<p>During this quarter GPO made notable progress on three AI projects:</p> <ol style="list-style-type: none"> 1) GPO indexed over 16,000 files on their intranet to train an AI chatbot. This will significantly reduce the time spent on manual file searches. 2) GPO made considerable progress in getting an advanced AI search tool ready for internal deployment, which will go live for internal staff in October. 3) GPO initiated procurement of certain Microsoft AI tools. <p>GPO is currently focused on its procurement plan for FY25, which will include requests for enterprise-level AI systems. The Committee continues to commend GPO’s focus on cost management considerations which require a clear quantification of expected return on investment.</p>
Staff Upskilling	<p>GPO’s IT developers successfully completed advanced training during the fourth quarter of Fiscal Year 2024, enabling GPO to make continued progress on multiple AI pilot projects.</p> <p>GPO continues its work to set up a small AI laboratory and is evaluating its operational model and the manner that it will engage with other GPO business units.</p>

GPO’s AI Use Case Inventory: [Artificial Intelligence \(AI\) Use Case Inventory \(gpo.gov\)](https://www.gpo.gov/artificial-intelligence-ai-use-case-inventory)

Library of Congress (LOC)	
Governance	<p>The Library’s AI Working Group, chartered in 2023, is nearing the end of its initial one-year term. The group has made progress reconciling numerous activities related to AI, including documenting current AI use across the agency, exploring possibilities for tools and experiments, connecting AI innovation with Library strategy and planning, and establishing guardrails and governance for AI in specific business units and across the agency.</p> <p>Of note this quarter: the creation of a definition and set of principles for AI at the Library, developing recommendations for evaluating AI in “commercial-off-the-</p>

	shelf” (COTS) software products, and well-attended meetings of a new AI Community of Practice (CoP) available to all Library staff.
Use Cases	<p>The Library’s 2024 AI use case inventory contains fifteen use cases, seven of which are complete, seven in draft form, and one under review.</p> <p>Highlights include experiments to explore the use of AI in specific work, test AI in unique collections, integrate other technological advancements that the Library has created or adopted, and assess risks and benefits for the agency and its communities of users. The Library has honed a focused “humans in the loop” approach to preserve the unique mission of providing research services to Congress, stewarding the nation’s historic and archival collections, and administering the copyright system.</p> <p>As noted in previous reports, CHA received testimony from the Congressional Research Service’s (CRS) Acting Director on March 20, 2024, concerning plans to use AI to expedite drafting, reviewing, and publishing of bill summaries. CHA strongly encourages CRS to prioritize this use case due to its high potential to deliver timely and relevant information to Congress, as well as to actively consider other technical approaches that might provide interim solutions.</p>
Staff Upskilling	<p>The AI CoP is part of the Library’s emerging strategy to offer more staff opportunities for upskilling and training with AI tools, practices, and ethics to staff, whether they are experts at using these technologies or merely interested in the fundamentals and looking to learn more.</p> <p>Since May 2024, the AI CoP has met three times, attracting a high level of interest from hundreds of Library staff members. Building on two previous sessions, the Library has planned October’s “Back to School: Learning Paths” AI CoP meeting, which will offer participants a better understanding of the breadth of resources currently available on AI and related technologies and engender discussion of future needs.</p>

LOC’s AI Use Case Inventory: [AI at LC](#) | [Experiments](#) | [Work](#) | [Library of Congress \(loc.gov\)](#)

Smithsonian Institution	
Governance	<p>The Smithsonian continues to prioritize and support activities across the Institution that foster the responsible use of AI to advance its mission.</p> <p>The Smithsonian’s AI activities are currently facilitated through the Institution’s AI Community of Practice (AI CoP) which includes monthly AI Interest Community meetings as well as Working Groups tasked with delivering specific outputs in priority topic areas. These include:</p> <ol style="list-style-type: none"> 1) Identifying and Enabling AI Opportunities, 2) Reviewing and Drafting AI-related Policies and Guidance,

	<p>3) Establishing AI Training for StaP, and 4) Building External Partnerships.</p> <p>The inaugural Working Groups are scheduled to deliver their outputs to Smithsonian officials at the end of calendar 2024.</p>
Use Cases	<p>Over this quarter, the Smithsonian focused on several use cases. In previous reports we have highlighted external or research-oriented use cases, however Smithsonian has also focused on internal operational uses such as:</p> <ul style="list-style-type: none"> • An AI-based chat tool is now available to all staff while providing protections of internal data and communications. No information is retained by the system, and information in it is not used to train the language models. • An AI-based tool was approved to produce short training videos supporting the rollout of a new process to all staff. The tool generates videos that incorporate a human looking avatar speaking as slides are presented. The tool was also used to generate a Spanish language version which automatically translated the slides and the avatar’s dialogue. • An AI-based tool for transcribing online meetings was approved for limited use by staff members requesting approval as an accommodation to assist them with online meetings based on a disability.
Staff Upskilling	<p>To support ongoing staff engagement and upskilling on AI-related concepts, the Smithsonian’s AI Community of Practice (AI CoP) holds monthly meetings which are open to all staff.</p>

Smithsonian’s AI Use Case Inventory: [Age of AI | Smithsonian Institution \(si.edu\)](https://www.si.edu/ageofai)

Architect of the Capitol (AOC)	
Governance	<p>AOC made progress in its governance assessment based on NIST AI I 00-1 Artificial Intelligence Risk Management Framework (AI RMF 1.0). AOC met with a leading AI consulting company in August 2024 and September 2024 to discuss research on emerging AI governance best practices. AOC's recently implemented AI solution assessment process was also discussed.</p> <p>AOC will continue to leverage government and industry guidance as the AI governance assessment continues.</p>
Use Cases	<p>AOC’s latest AI Use Cases were presented to AOC executive this quarter. In preparation, the AOC AI Advisory Committee and AOC AI Power User Group met monthly to evaluate AI Use Cases and to ensure all Use Case information remained current.</p>

	<p>AI-related pilots include but are not limited to:</p> <ul style="list-style-type: none"> • AOC is considering the acquisition and evaluation of Microsoft Copilot and the Azure OpenAI platform for controlled pilots by selected testers across the AOC. • AOC continued its quality management pilot using an AI-powered robotic process automation toolset. • The AI Power User Group is developing a proposal to create draft preventative maintenance task lists for newly installed groups of equipment using an AI small language model populated with the various manufacturers' maintenance models.
Staff Upskilling	<p>AI-upskilling initiatives for staff included:</p> <ul style="list-style-type: none"> • The 2024 Cybersecurity Awareness Training • On-demand AI training in the AOC's learning platform. • AI prompt engineering training for early adopters who participate in pilots • Select staff participated in the Office of Personnel Management's AI fundamentals webinar • Select staff attended sessions on AI for energy management in buildings • OCIO staff proactively met with key vendors to learn more about AI deployment plans

AOC's AI Use Case Inventory: For internal use only.

U.S. Capitol Police (USCP)	
Governance	<p>USCP formally approved its AI Governance Committee Charter in the fourth quarter of FY2024 and has turned its focus to developing official AI Governance documentation and an AI Policy Directive.</p> <p>The AI Policy Directive is now working its way through a formal, internal review process with approval expected in the first quarter of FY2025. The new AI Governance and AI Policy Directive serve to establish policies and provide guidance and best practices to USCP staff when requesting, procuring, implementing, and using AI products or services in support of the USCP mission. The AI Policy Directive will also provide USCP staff with guidance on how best to use AI systems, solutions, and platforms in an ethical, responsible, fair, and bias-free manner.</p>
Use Cases	<p>As of September 2024, a high-level inventory of AI use cases includes:</p> <ul style="list-style-type: none"> • Office Productivity Tools • Cybersecurity Tools • Threat Analysis Tools • Vision and Video Detection and Analytics Tools

Staff Upskilling	USCP is continuing to seek advice and guidance from multiple sources. During this quarter, USCP staff met with members of the National Policing Institute to learn about AI use by other police departments in the field of data management and analytics.
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USCP’s AI Use Case Inventory: For internal use only.

Chief Administrative Office (CAO)	
Governance	<p>CAO formally announced an AI Policy to the House community in September. As part of that rollout, CAO’s Deputy CISO and Innovation Director spoke to several technical group meetings to socialize the AI policy and educate CAO staffers who directly support Member offices.</p> <p>The release of the AI Policy helps establish institutional governance. To address the remaining functions of the NIST AI RMF, CAO established a workflow for new AI Use Case requests. This includes initial intake, cyber reviews and investigations, discussions with senior staff within the AI Center of Excellence, and recommendations for actions shared with CHA. This helps map our AI use to known risks, determine methods to measure potential impact, and manage risk while in use.</p> <p>Successful implantation of AI into the House of Representatives will require significant new investments in people, new governance processes, and technology tools.</p>
AI Working Group – Concluding Report	<p>The AI Working Group was successful at establishing the usefulness of an LLM inside House offices and discovering many common use cases. This was made possible by the vision of the CAO’s office to quickly and thoroughly explore this new groundbreaking technology, and CHA for authorizing this new product and enabling this working group to proceed. But most importantly, this effort was successful thanks to the many staffers, from a variety of offices, who participated in the group and reported back on their experiences. We believe this effort can be a model for quickly and safely testing new emerging technologies within the House.</p>
Other Longer Term Use Cases	<p>CAO began active testing of Office365 CoPilot in the Microsoft commercial cloud environment. CAO also began testing AWS Bedrock. Like Microsoft Azure’s OpenAI Service, Bedrock shows promise for a variety of different use cases in a secure, first-party environment.</p>
Staff Upskilling	<p>Concurrent with the recent release of the new House AI Policy (discussed above), the CAO AI Center of Excellence, a collaborative effort between the House Digital Service (HDS) and the Office of Cybersecurity, launched new internal resources for House staff, including:</p> <ul style="list-style-type: none"> • Updated primary AI page with plain language explanations of the new policy and links to all new AI resources.

	<ul style="list-style-type: none">• Introduced a new Frequently Asked Questions (FAQs) AI page.• Provided a current list of vetted AI Use Cases and their current statuses.• Established a new My Service Request (MSR) form for House users to suggest new possible AI Use Cases to the CAO and CHA for review. <p>CAO has continued planning the educational aspects of our AI work, which we hope to begin implementing over the coming weeks now that the new policy has been released. This includes coordination with our CAO coaches, Staff Academy instructors, the HIR Change Management team, and the CAO communications team. We are working with the Congressional Staff Academy to include AI focused content in the 2025 Cybersecurity training material.</p>
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CAO’s AI Use Case Inventory: For internal use only.

CHA did not request quarterly updates from the Office of the Clerk for September 2024 but does anticipate an update in December 2024. The Clerk’s AI Use Case Inventory remains available here: [House of Representatives, Office of the Clerk, Artificial Intelligence Use Case Inventory](#)

Next Steps

Over the final months of 2024 CHA will be engaged in discussions around House-specific use cases that could provide substantial, immediate workflow efficiencies for congressional staff. Additionally, CHA will be evaluating options that could best support AI Innovations throughout the legislative branch. Finally, CHA will continue communicating with international parliaments about how they are using AI technologies in their legislative operations.