



**Independent Audit and Performance Commission (IAPC)
Wednesday, July 1, 2026, 3:00 PM**

Hybrid Meeting

Minutes

1. Call to Order/Roll Call – 3:00 PM

COMMISSION MEMBERS PRESENT: Adrian Martinez (Ward 5); Jean Parker (Ward 6)

COMMISSION MEMBERS ABSENT/EXCUSED: Mayor's Appointee (Vacant); Ward 1 Appointee (Vacant); Ward 2 Appointee (Vacant); Ward 3 Appointee (Vacant); Ward 4 Appointee (Vacant)

COMMISSION MEMBERS LATE: N/A

COMMISSION MEMBERS EXCUSED EARLY: N/A

A quorum was established.

Election of Chairperson pro tempore: Commissioner Martinez moved to nominate Commissioner Parker as Chairperson pro tempore, Commissioner Parker consented to the nomination and seconded the motion, no further nominations, nominations closed. Election of Commissioner Parker to Chairperson pro tempore passed by vote of 2 to 0.

STAFF MEMBERS: Aaron Williams, Executive Management Advisor (Ex Officio, Non-Voting), Kate Carter, Information Technology Product Manager, Luis Romero, Information Technology Administrator

2. Election of Officers

Commissioner Martinez moved to nominate himself as Chairperson, motion seconded, nominations closed. Election of Commissioner Martinez to Chairperson passed by vote of 2 to 0.

Commissioner Parker moved to nominate herself as Vice Chairperson, motion seconded, nominations closed. Election of Commissioner Parker to Vice Chairperson passed by vote of 2 to 0.

3. Approval of November 5, 2025, IAPC Meeting Minutes

Vice Chair Parker moved to approve the minutes, motion seconded, passed by a vote of 2 to 0.

4. Review of Tucson Code and IAPC Bylaws

Executive Management Advisor, Aaron Williams, provided an overview Tucson Code Article XI and commission bylaws. Staff addressed questions from the commissioners related to commission duties, meeting times, and scope of authority. No action taken.

5. Overview of the Advanced Technology Committee (ATC)

Information Technology Product Manager Kate Carter presented an overview of the Advanced Technology Committee (ATC), explaining its duties and functions. She stated that the rapid growth of emerging technologies, artificial intelligence (AI), and advanced technology prompted the City to establish a comprehensive framework for their responsible use. According to Ms. Carter, the ATC provides governance for adopting inherently risky advanced technologies in a manner consistent with City values and Administrative Directives. The committee ensures that AI initiatives, autonomous systems, and other advanced technologies align with organizational values, ethical standards, legal requirements, and community expectations for transparency, safety, and appropriate use. She also noted that the ATC serves as the primary body for reviewing and approving advanced technology tools and systems, with final approval granted in accordance with Administrative Directive 1-02-07 by the Chief Information Officer (CIO) or the City Manager.

Vice-Chair Jean Parker emphasized that public trust is especially important for surveillance and camera technologies and stated that community engagement should occur early to avoid investing significant resources in initiatives that may face public relations challenges. In response, Ms. Carter stated that the IAPC serves as a Citizen Commission Board to encourage community involvement and review. She added that higher-risk technology initiatives are presented during Mayor and Council meetings, and information is also shared through the Police Department's advanced technology website. She acknowledged that there are additional opportunities to expand public communication and noted that community engagement currently occurs through Mayor and Council meetings and the newly reformed IAPC Citizen Commission Board.

Ms. Carter stated that the ATC's goals are to establish responsible advanced technology principles; identify, measure, and address risks; develop governance frameworks, processes, practices, and standards; evaluate risk management, education, and compliance; determine acceptable levels of human oversight; assess ethical implications; promote transparency and accountability; monitor implementation and organizational impact; ensure appropriate checks and balances; identify and reduce bias in datasets; and establish metrics to evaluate advanced technology initiatives. Ms. Carter noted that the committee includes the Chief Information Officer, AI Program Manager, Chief Information Security Officer, Risk Management Administrator, Chief Equity Officer, City Attorney, Public Information Officer, Governance, Risk and Compliance representatives, Human Resources Director, and representatives from departments submitting technology use cases. According to Ms. Carter, agendas are

distributed to committee members at least five business days before meetings. Meeting minutes are recorded by the AI Program Manager, stored in the AI Governance Team location, and published internally. She added that the committee may establish task forces and subcommittees for specific risk assessments, and the Chair casts the deciding vote in the event of a tie. The ATC focuses on advanced technologies involving Level 2 Confidential and Level 3 Restricted data, with cases submitted by City departments.

Vice-Chair Parker asked about usability studies, accessibility, and inclusion. Ms. Carter responded that these topics are addressed during ATC meetings by the Chief Equity Officer. She noted that the committee meets monthly and aims to exceed legal compliance requirements. Vice-Chair Parker also asked whether periodic evaluations are conducted. Ms. Carter explained that each department is responsible for managing and evaluating its own pilot projects, and that evaluations are conducted on a case-by-case basis.

6. ATC Use Case Presentation

Information Technology Administrator Luis Romero presented the ATC use case related to the Aerial Emergency Response (AER) Pilot Program. Mr. Romero explained that the AER program, commonly referred to as a first responder drone program, is designed to provide emergency personnel with real-time situational awareness before they arrive at the scene of an incident. He stated that when a 911 call is received, a drone may be dispatched depending on the nature and priority of the call, serving as a dispatching tool similar to the initial response of a firefighter or police officer. Vice-Chair Parker asked about the program's deployment criteria. Mr. Romero explained that drones will primarily be deployed to Priority 1 and Priority 2 incidents, including violent crimes and other high-risk situations that have the potential to escalate. He added that drones may also be used during fire responses to assist firefighters by assessing the scene and helping locate individuals in distress who may require rescue.

Mr. Romero emphasized that the program is intended to enhance public safety operations and is not designed to replace police officers or firefighters. Instead, the drones will serve as a force multiplier by providing valuable aerial information that supports emergency responders in performing their duties more safely and effectively. He further clarified that the technology will be used exclusively for public safety purposes and not for surveillance or routine monitoring. Every drone deployment will be logged, and the program will operate under established policies and operational guardrails to ensure accountability and appropriate use. Mr. Romero noted that the pilot program includes a six-month review and a comprehensive 12-month evaluation before any decision is made regarding permanent implementation and long-term City investment.

7. Call to the Audience

No audience comments presented. No action taken

8. Future Agenda Items

No future agenda items identified. No action taken.

9. Adjournment – 4:36pm

The next regular meeting of the IAPC is scheduled for Wednesday, August 5, 2026, at 3:00pm.