



COUNTY OF HUMBOLDT

For the meeting of: 9/1/2026

File #: 26-819

To: Board of Supervisors

From: Probation

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Professional Services Agreement Renewal in the Amount of \$150,000 with Fieldware, LLC for Remote Check-In and Automated Notification Services for Fiscal Year (FY) 2026-27 through 2028-29

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize Chief Probation Officer, Coral Sanders, to execute the attached professional services agreement in the amount of \$150,000 with Fieldware, LLC for remote check-in and automated notification services for FY 2026-27 through 2028-29; and
2. Authorize the Chief Probation Officer to execute any and all subsequent amendments to the attached professional services agreement with Fieldware, LLC, after review and approval by County Counsel, Risk Management, and the County Administrative Office.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 1001 -Support and sustain partnerships between public safety and partner agencies to enhance public safety in our communities

DISCUSSION:

In July 2012, Humboldt County Probation first contracted with Fieldware, LLC to provide a proprietary automated supervision management service. Fieldware, LLC provides low- and moderate-risk adult offenders with the opportunity to call into the service to meet their probation supervision requirement. This has also been beneficial to the Probation Department by allowing officers to focus on more high-risk cases during times when the probationer-to-officer ratio was higher than the 50:1 probationer to Probation Officer caseload recommended by the American Probation and Parole Association (APPA).

Nightly, a list of probationers on eligible caseloads (low to moderate risk) is published electronically to Fieldware. For a probationer to be eligible for this service, their Probation Officer must also register them with Fieldware. This ensures that no offender who requires in-person supervision is ever automatically assigned to this service. Once registered, Fieldware sends out a letter designed by the Probation Department explaining the service and reporting requirements. Should the probationer fail to report, the probationer will receive a letter, again designed by the Probation Department, and the account is flagged in Fieldware as out of compliance, requiring officer resolution.

In addition to the automation of the low-risk probationer reporting 24 hours a day 7 days a week, Fieldware also provides real-time

client compliance statistics which further assists Probation Officers covering low- and moderate-risk caseloads to better manage their workload and ensure that probations are reporting regularly and are meeting the terms of their probation. Staff estimates at this time that there are roughly 100 probationers registered with Fieldware, but that number has been as high as 700.

SOURCE OF FUNDING:

General Fund (1100-235), Community Corrections Performance Incentive: SB-678 (52004)

FINANCIAL IMPACT:

Expenditures (1100235)	FY26-27	FY27-28 Projected*	FY28-29 Projected*
Budgeted Expenses	\$50,000.00	\$50,000.00	\$50,000.00
Additional Appropriation Requested			
Total Expenditures	\$50,000.00	\$50,000.00	\$50,000.00

**Projected amounts are estimates and are subject to change.*

Funding Sources (1100-235)	FY26-27	FY27-28 Projected*	FY28-29 Projected*
General Fund			
State/Federal Funds	\$50,000.00	\$50,000.00	\$50,000.00
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Funding Sources	\$50,000.00	\$50,000.00	\$50,000.00

**Projected amounts are estimates and are subject to change.*

The attached professional services agreement renewal with Fieldware, LLC for Remote Check-In and Automated Notification Services has a maximum payable of \$150,000, with an annual maximum of \$50,000. Revenue for the agreement is available from the Community Corrections Performance Incentive (SB-678) allocation in the Adult Probation budget (1100235-525004). Expenditure appropriations have been included in the Professional Services line item (2118) in the amounts above for FY 2026-27 and will be included in future budget years.

STAFFING IMPACT:

The services provided by Fieldware allows officers to focus on more high-risk cases during times when the probationer-to-officer ratio was higher than the 50:1 probationer to Probation Officer caseload recommended by the American Probation and Parole Association (APPA). In addition to the automation of the low-risk probationer reporting 24 hours a day 7 days a week, Fieldware also provides real-time client compliance statistics which further assists Probation Officers covering low- and moderate-risk caseloads to better manage their workload and ensure that probations are reporting regularly and are meeting the terms of their probation.

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve this agreement or allow the Chief Probation Officer to sign such agreements. However, this is not recommended as this service agreement allows Probation to effectively utilize available resources by ensuring that probationers at a higher risk to recidivate are assigned to Probation Officers with smaller caseloads.

ATTACHMENTS:

1. Professional Services Agreement with Fieldware, LLC.

PREVIOUS ACTION/REFERRAL:

Meeting of: 06/14/2016; 12/08/2020; 08/22/2023

File #: 26-819

File No.: 16-4131; 20-1480; 23-854