

**SUPERIOR COURT OF CALIFORNIA
COUNTY OF RIVERSIDE**

Process for Submitting a Stipulated Disposition – Request to Add to Calendar (RI-CR077 form)

Counsel must submit the signed stipulated disposition form along with the required attachments to the following e-mail addresses. All parties must be included in the original e-mail sent to the court.

Western Riverside and Banning

RivDispoStips@riverside.courts.ca.gov

(Murrieta) Southwest

SWDispoStips@riverside.courts.ca.gov

Indio and Blythe

INDDispoStips@riverside.courts.ca.gov

The stipulated dispositions must be submitted for in-custody defendants only.

- Counsel must agree and the paperwork must be fully completed with the exception of AFS paperwork
- Counsel must submit all forms that would normally be submitted for sentencing
- Defense counsel must contact the Probation Department and provide the relevant information regarding the plea. If the disposition calls for probation or mandatory supervision, the Probation Department will prepare the terms and conditions sentencing memorandum. That memorandum must be signed off by all parties and included with the paperwork submitted to the court. Contacts for the Probation Department are provided below.

Probation Department Court Office Contact Information is as follows:

Southwest Justice Center

Supervising Probation Officer Elizabeth Alfaro: Ealfaro@RIVCO.ORG Desk: 951-304-5719

Senior Probation Officer Danielle Myberger: Dmyberge@RIVCO.ORG Desk: 951-304-5718

Riverside Hall of Justice

Supervising Probation Officer Linda Drake: Ladrake@RIVCO.ORG Desk: 951-358-4374

Senior Probation Officer Mayra Ortega: mlortega@RIVCO.ORG Desk: 951-358-7567

Senior Probation Officer Lindsay Bretado: lbretado@RIVCO.ORG Desk: 951-358-7590

Senior Probation Officer Veronica Jackson: vjackson@RIVCO.ORG Desk: 951-358-7561

Indio

Supervising Probation Officer Lorie Nicholson: Lanichol@RIVCO.ORG Desk: 760-863-8038

Senior probation Officer Stephanie Ochoa: Sochoa@RIVCO.ORG Desk: 760-863-8226

Upon receipt, Court personnel will forward the stipulated dispositions to the following judges for review and order:

- **Riverside/Banning Cases**
Judge Schwartz
- **Southwest Cases**
Judge Dickerson
- **Indio/Blythe Cases**
Judge Strunsky

After review and approval, the judge will provide the signed stipulated dispositions to designated court personnel who will set the matter for a sentencing hearing. The hearings will be set a minimum of two court days out. A total of five (5) hearings will be set on a first come, first serve basis. Priority will be given to those defendants who will be released from custody as opposed to those who will be sentenced to state prison or have more in-custody time remaining on their sentence. Counsel will receive a reply (to all) e-mail informing them of the date and time the matter is set.

On the date of the hearing:

- All defendants must appear in person if a plea will be taken and placed on the record. The Sheriff's Department will be notified which defendants need to be brought to court
- Defense counsel must be present in the courtroom
- The District Attorney and Probation Department personnel may appear telephonically through Conference Now.
- Marsy's Law statements may be done telephonically or in writing. If a victim wants to be present, the judicial officer will decide whether to have the victim appear in court or not.