**SUPERIOR COURT OF CALIFORNIA**

**COUNTY OF RIVERSIDE**

Process submitting requests for negotiated dispositions on in-custody or out of custody cases:

Counsel must submit the signed stipulated disposition form (RI-CR077) along with the required attachments to the following e-mail addresses:

**Western Riverside and Banning**

RivDispoStips@riverside.courts.ca.gov

**(Murrieta) Southwest**

SWDispoStips@riverside.courts.ca.gov

**Indio and Blythe**

INDDispoStips@riverside.courts.ca.gov

* 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 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 designated judge(s) for review and order. Documents will be rejected if any of the required forms have not be provided.

After review and approval, the judge will provide the signed stipulated dispositions to the designated court personnel who will set the matter for a hearing. The hearings will be set a minimum of two court days out. A total of ten (10) hearings will be set on a daily first come, first serve basis. Five hearings will be scheduled at 9 a.m. and five hearings will be scheduled at 1:30 p.m. For HOJ, there will be a total of 15 hearings all set at 9 a.m. Counsel will receive a reply (to all) e-mail informing them of the date and time the matter is set.

The hearings will be heard by the following judges:

* **Riverside/Banning Cases**

 Judge Schwartz, Judge Moyer, and Judge Koosed

* **Southwest Cases**

 Judge Dickerson

* **Indio/Blythe Cases**

Judge Strunsky (in-custody); Judge Hopp, Judge Wells, Judge Sterling, Judge E. Benjamini (then on a rotating basis)

On the date of the hearing:

* All defendants must appear in person if a plea will be taken and placed on the record.
* Only defendants may appear. No other family, support people, friends, etc. will be permitted in the building or in the courthouse.
* Defendants are to wait in the hallway outside the courtroom until their case is called.
* 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.