

IN THE JUSTICE COURT OF RENO TOWNSHIP
COUNTY OF WASHOE, STATE OF NEVADA

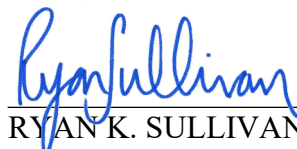
IN THE ADMINISTRATIVE MATTER OF
THE AMENDED RENO JUSTICE COURT
CRIMINAL CASE MANAGEMENT PLAN

ADMINISTRATIVE ORDER 2025-03

Pursuant to NRS 4.157(c) and JCRRT 21 and for the reasons set forth in Reno Justice Court Administrative Order 2023-01, the Chief Justice of the Peace of Reno Township enters this Administrative Order adopting the Amended Criminal Case Management Plan, attached hereto as Exhibit A.

IT IS SO ORDERED.

DATED this 14th day of August 2025.



RYAN K. SULLIVAN
CHIEF JUSTICE OF THE PEACE
RENO JUSTICE COURT
DEPARTMENT 3

EXHIBIT A
RJC CRIMINAL CASE MANAGEMENT PLAN
As Amended on August 12, 2025

I. In-Custody Misdemeanor Cases

All in-custody misdemeanor cases will be set for a mandatory status conference (MSC) approximately seven days from the date of the filing of the criminal complaint. The exact date will be set in a manner that allows the case to be set with the assigned Justice Court Department when possible. However, the first MSC should not be set more than twelve days from the filing of the criminal complaint. All defendants will be transported to the Court for their MSCs, unless an in-person transportation is excused by the Court due to a defendant's security status.

Counsel may request a continuance of an MSC by a written motion or a stipulation as provided in Section IV, below. Court Administration may not continue a scheduled MSC unless and until the parties' request for a continuance is approved by the applicable judge.

No continuance of an MSC will be granted for more than 21 days without a finding of good cause for a longer delay. Setting cases in the above manner will ensure three MSC hearings in each case for the parties to explore negotiations and ensure compliance with statutory discovery provisions before the matter is set for trial.

No MSC may occur on an in-custody misdemeanor case more than 60 days after the filing of the criminal complaint. Therefore, any continuance request that will put the MSC date outside the 60-day period must instead be set for trial or plea. Absent good cause, in-custody misdemeanor cases that do not resolve through the MSC process should be set for a trial date that is within 90 days of the filing of the criminal complaint.

II. Felony, Gross Misdemeanor, And Out-Of-Custody Misdemeanor Cases

All felony/gross misdemeanor cases as well as misdemeanor cases where the defendant is out-of-custody will be set for an MSC approximately 30 days from the date of the defendant's arraignment on the criminal complaint. Alternatively, a defendant may elect to set the case for a speedy preliminary examination (or a speedy trial if applicable), but such a request must be made at the defendant's arraignment. Any such request that is made after the defendant's arraignment will be set according to established court procedures in consultation with counsel. Any scheduling conflicts should be resolved by filing a written motion.

The exact date will be set in a manner that best ensures the assigned prosecutor can appear at the MSC, as set forth in Section III below. All in-custody defendants will be transported to the Court for their MSCs, unless transportation is excused by the Court due to a defendant's security status. All out-of-custody defendants are required to appear for their MSC in-person, unless the Court approves a request to appear by remote means. All MSCs will go on the record to update the Court as to the status of the case and to verify that defense counsel has met and conferred with their client.

Counsel may request a continuance of an MSC by a written motion or a stipulation as provided in Section IV, below. Court Administration may not continue a scheduled MSC unless and until the parties' request for a continuance is approved by the applicable judge.

Each continued MSC must be set on the next department-specific MSC date. No continuance will be granted for more than 30 days without a finding on the record of good cause for a longer delay. Setting cases in the above manner will ensure two MSC hearings in each case for the parties to explore negotiations and ensure the statutory discovery provisions are complied with before the matter is set for a preliminary examination or trial.

1 Absent good cause, the Court will not set more than two MSCs for these types of cases if
2 they do not resolve at or prior to the second scheduled MSC, and no MSC may occur in a felony,
3 gross misdemeanor, or out-of-custody misdemeanor case more than 90 days after the filing of
4 the first criminal complaint. Therefore, any continuance of an MSC that will put the date outside
5 this 90-day period must, instead, be set for a plea, preliminary examination, or trial. All felony,
6 gross misdemeanor, and out-of-custody misdemeanor cases must be waived, dismissed, or set
7 for a plea, trial or preliminary examination date that is within 120 days from the filing of the first
8 criminal complaint in the case. Time for further negotiations or to produce discovery, not
9 necessary for the limited purpose of a preliminary examination or not in possession of the
10 prosecutor, will, generally, not be good cause for continuing a preliminary examination.
11

12 If misdemeanor charges are included in the same criminal complaint that contains felony
13 or gross misdemeanor charges, the Court will stay any remaining misdemeanor charges when/if
14 the felony and gross misdemeanor charges are bound over to the District Court. Any such stay
15 will be in effect for six months. The parties must contact the Court to set the matter for a trial or
16 plea within this six-month time frame. If the parties fail to do so, the Court will file a notice of
17 intent to dismiss without prejudice at the five-month mark. If, at the six-month mark, the case
18 has not been set for a trial or plea – or if any motion has not been filed to extend this time period
19 – the Court will enter an order dismissing the matter without prejudice. The Court will not set
20 additional MSCs for the purpose of granting additional time for the parties to reach a “global
21 resolution” of all charges.
22

23 Similarly, if a defendant has multiple, separate felony and gross misdemeanor cases, all
24 such should be waived to the District Court or set for a preliminary examination in this Court
25 pursuant to the timelines established above. The Court will not set additional MSCs on felony

1 and gross misdemeanor cases pending in this Court for the purposes of granting additional time
2 for the parties to reach a “global resolution” related to another felony/gross misdemeanor case
3 that is pending in the District Court.
4

5 **III. MSC Scheduling**

6 In order to ensure the presence of a prosecutor with the authority to negotiate and resolve
7 the case, felony and gross misdemeanor cases will be scheduled pursuant to the District Court
8 Department to which the case will be assigned as indicated in the criminal complaint and as
9 illustrated in the attached calendar and any subsequent amended calendars submitted to the Court
10 by the Washoe County District Attorney’s Office. All misdemeanor cases will be set for an MSC
11 on the assigned Justice Court Department day when possible.
12
13

14 **IV. Continuing MSCs, Trials, Pleas, and Preliminary Hearings**

15 Once a case is set for an MSC, plea, trial, or preliminary hearing pursuant to the above
16 procedures, the scheduled court date cannot be continued without a written motion or a
17 stipulation that is approved by the applicable judge prior to the scheduled court date. Court dates
18 may also be continued on the record in open court without the need to file a written motion or
19 stipulation. Any motion or stipulation must establish good cause for the continuance and should
20 include information regarding whether defense counsel has conferred with their client regarding
21 the proposed continuance. If the motion or stipulation requests to continue a preliminary hearing
22 for a defendant who has previously invoked their right to a speedy preliminary examination, the
23 documentation must also include a waiver of the right to a speedy preliminary examination.
24
25

1 Any motion or stipulation to continue a scheduled proceeding should be filed at least two
2 judicial days prior to the scheduled court date. Court Administration may not continue a
3 scheduled court date unless and until the parties' request for a continuance is approved by the
4 applicable judge.

5 If counsel requests to continue a case with a stipulation, the stipulation must include a
6 proposed order that is attached as an exhibit to the parties' stipulation. The attached proposed
7 order should include the title of the court and the name of the action or proceeding as specified
8 in JCRRT 10(c)(2) and JCRRT 10(c)(3).
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25