

## MEMORANDUM

**DATE:** December 21, 2022

**TO:** Personnel Officers

**FROM:** /s/ LORI GILLIHAN  
Lori Gillihan  
Chief, Policy Division

**SUBJECT: INTERIM GUIDANCE FOR INTERPRETING MINIMUM  
QUALIFICATIONS FOR THE MAINTENANCE MECHANIC  
CLASSIFICATIONS**

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In *Anthony Palacios v. California Department of Corrections and Rehabilitation*, SPB Case No. 21-1079N, dated December 8, 2022, the Board interpreted the minimum qualifications (MQ's) for the Maintenance Mechanic, Correctional Facility (CF) (6941) classification. Specifically, the Board clarified an ambiguity in the experience requirement in Pattern III, which states:

"Four years of varied experience in the Mechanical Trades which must have included experience working in at least three of the following areas: electrical, plumbing, heating, water and sewer systems; repairing various mechanical and automotive equipment; and performing minor building construction, repair and painting."

Because the areas listed are separated by both commas and semicolons, the appointing authority interpreted the semicolons to separate the list into the following three "areas": 1) electrical, plumbing, heating, water and sewer systems; 2) repairing various mechanical and automotive equipment; and 3) performing minor building construction, repair and painting. The pattern, however, refers to "at least three" of the listed areas, suggesting that the applicant has *more* than three areas to choose from. The Maintenance Mechanic classification is meant to be a "jack-of-all trades" position in which individuals perform a variety of duties in the Mechanical Trades. Therefore, interpreting the pattern broadly allows for a wider variety of experience, which will allow for the qualifications of the applicant pool to be more aligned with the requirements needed for the classification. Consequently, the pattern is correctly read as:

**"Four years of varied experience in the Mechanical Trades which must have included experience working in at least three of the following areas: 1) electrical systems, 2) plumbing systems, 3) heating systems, 4) water systems, 5) sewer**

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**systems, 6) repairing various mechanical and automotive equipment, 7) performing minor building construction, 8) repairing building construction, and 9) painting building construction.”**

Under this interpretation, individuals may meet Pattern III by possessing any combination of three areas, with any amount of experience in each area, as long as the total amount of time adds up to the required number of years.

The practice of treating semicolons as commas should also be applied to Pattern II of the Maintenance Mechanic (CF) MQ's, in addition to Patterns II and III of the Maintenance Mechanic (6940) MQ's.

The California Department of Human Resources will revise the class specifications consistent with the Board's decision in *Anthony Palacios*. In the meantime, departments should keep this guidance in mind when evaluating examination applications for these classifications.