

DATE: January 14, 2010

TO: City Clerk

FROM: Representative Emma Acosta

ADDRESS 2 Civic Center Plaza, El Paso, TX 79901

TELEPHONE (915)541-4572

Please place the following item on the (Check one): CONSENT  REGULAR

Agenda for the Council Meeting of January 26, 2010

Item should read as follows: Appointment of Janet Selzer to the Parks and Recreation Advisory Board as requested by Representative Emma Acosta, District 3.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: Parks and Recreation Advisory Board

NOMINATED BY: Representative Emma Acosta DISTRICT: 3

NAME OF APPOINTEE Janet Selzer  
(Please verify correct spelling of name)

BUSINESS ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX ZIP: 79912 PHONE: \_\_\_\_\_

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Francoise Feliberti

EXPIRATION DATE OF INCUMBENT: 10/14/2009

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED:   
RESIGNED   
REMOVED

DATE OF APPOINTMENT: 01/26/2010

EXPIRATION DATE OF NEW APPOINTEE: 10/14/2013

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM:

2<sup>nd</sup> TERM:

UNEXPIRED TERM:

## **Janet N. Selzer**

### **CAREER OBJECTIVE**

Seeking a challenging and productive position in support of the community we have chosen to reside in after recent retirement of 29 years from the U.S. Dept. of Justice, Drug Enforcement Administration (DEA).

### **SUMMARY OF QUALIFICATIONS**

Offering a strong professional background in investigation and security with an emphasis in drug enforcement and supervision/management  
Productive and cooperative employee in both team and individual settings;  
outstanding interpersonal and mentoring skills  
Highly organized with the ability to take on multiple tasks simultaneously  
Willing to learn company specific policies and procedures  
Well developed verbal and written communication skills with the ability to effectively communicate with and train/mentor others.  
Currently possesses Top Secret/SCI Gov't clearance.  
Skilled in surveillance and interviewing techniques.  
Very comfortable in foreign environments and in conducting liaison with executive level foreign counterparts.

### **WORK HISTORY**

#### **DRUG ENFORCEMENT ADMINISTRATION**

1980-2009

#### **Assistant Special Agent in Charge (ASAC), El Paso Field Division 2003-2009**

Responsible for the supervision of six Groups Supervisors (GS) whose mission was to investigate and dismantled high level drug trafficking organizations. Each Group consisted of eight to ten people.

Oversight of investigations consisting of Title III wire intercepts for the covert collection of telephonic data and audio, covert tracking of conveyances, covert audio/video surveillance and court ordered surreptitious installation of electronic surveillance devices in private residences/businesses.

Oversight on numerous sources of information and ensuring adherence to agency policies.

Conducted liaison with numerous outside law enforcement agencies.  
Engaged in drug prevention presentations to community and schools.  
Managed operational budgets.

**Group Supervisor, El Paso Intelligence Center 2001-2003**

Recognized for outstanding work managing the State and Local Liaison Unit consisting of seven employees (Special Agents, Intelligence Analysts and support personnel). Provided training to State and Local Agencies throughout the United States on a weekly basis. Operated on a budget that was responsible for utilizing throughout a year period. Successful in dispelling inaccuracies by news media of racial profiling in training curriculums used by law enforcement. Expeditiously curtailed unwarranted criticism of racial profiling and brought the program up to the acceptable status mandated by federal, state and most local agencies.

**Group Supervisor, San Diego Field Division 1995-2001**

Supervised Intelligence Group 2 (10 Intelligence Analysts, one Special Agent and one National Guard) for two years, gaining a valuable understanding of all facets of DEA intelligence practiced there.

Supervised Narcotics Task Force Team 5 (10 enforcement personnel from DEA, and various state and local agencies), from 1997 until 2001. Excelled at this assignment due to extensive past experience with domestic and foreign counterparts. Received Performance Award for commendable work with other federal, state and local agencies.

**Special Agent, Lima Peru 1988-1991**

Represented DEA at high-level meetings with all other United States agencies as well as various facets of federal, provincial and municipal governments of Peru. I was the sole woman assigned to the Lima Country Office who participated regularly in jungle operations. I was respected by my fellow agents as well as our Peruvian counterparts. I received a Special Act award for heroic actions during a fierce sustained battle on the isolated U.S./Peru jungle base camp. I was recognized for maintaining a professional demeanor and positive attitude, which bolstered by bilingual proficiency, materially contributed to repelling an attack that might otherwise have been tragic.

**Special Agent, Los Angeles Field Division 1980-1988**

Conducted complex investigations, performed undercover work and surveillance enforcing Title 21 federal narcotics laws.  
Responsible for the implementation of pen registers and Title III for the

covert collection

of telephonic data and audio, covert tracking of conveyances, covert audio/video

surveillance and court ordered surreptitious installation of electronic surveillance devices

in private residences/businesses. Worked joint investigations with other Federal, State and Local Agencies on a regular basis. Was assigned to the Santa Barbara Resident Office 1984-1988.

## **EDUCATION**

### **DEA Basic Training Academy – 1980**

Numerous training schools related to investigative courses and executive management development seminars over a period of 29 years.

**Washington State University, 1980 B.A. in Criminal Justice**

## **AWARDS and RECOGNITION**

Special Act or Service Award, for combat actions during a full scale attack on Santa Lucia,

Peru Anti-Narcotics Police Base 1990

Exceptional Performance Awards for significant investigative work and support to major

investigations 1983, 1993, 2000, 2008

Time Off Reward 2009

## **REFERENCES**

### **Sandalio Gonzalez**

Former Special Agent in Charge  
El Paso Field Division

### **Jack Riley**

Former Special Agent in Charge  
El Paso Field Division

### **Laura M. Nagel**

Former Special Agent in Charge  
Washington Field Division

**Alfredo Ortega**  
Assistant Special Agent in Charge  
El Paso Intelligence Center

**William S. Leonard**  
Assistant Special Agent in Charge  
DEA El Paso Field Division  
(915) 832-6000 O

[william.s.leonard@usdoj.gov](mailto:william.s.leonard@usdoj.gov)

**Michael Perez**  
Former Group Supervisor  
El Paso Field Division

**Reynaldo Cervantes**  
Group Supervisor

**Joseph Barragan**  
Lieutenant, El Paso Police Dept.

[barraganj@elpasotexas.gov](mailto:barraganj@elpasotexas.gov)

**Mike Epp**  
Special Agent  
DEA El Paso Field Division  
(915) 832-6000 O