



**DEPARTMENT OF THE ARMY
MISSISSIPPI ARMY NATIONAL GUARD
154th REGIMENT REGIONAL TRAINING INSTITUTE
3500 C AVENUE
CAMP SHELBY, MS 39407-5500**

NGMS-RTI-CO

1 January 2023

MEMORANDUM FOR New RTI Unit Member

SUBJECT: Welcome Letter

1. Welcome to the Headquarters, 154th Regiment, Regional Training Institute (RTI). A copy of the Yearly Training Calendar is provided in your welcome packet that lists drill dates and training requirements. The Battalion points of contact are listed below.

- a. 1st Armor Training Battalion – MSG Christopher Parker (601) 558-2900.
- b. 2nd Infantry Training Battalion – MSG Beau Graham (601) 558-2308.
- c. 3rd Noncommissioned Officer Academy – 1SG Ricky Tyler (601) 558-2928 or 1SG Wanda Cook (601) 558-2908.
- d. 4th Regional Training Site Maintenance – CW4 Richard Lott (601) 558-2801.
- e. 5th Medical Battalion Training Site – MSG Paul Elliott (601) 558-2629.
- f. 6th Officer Candidate School Training Company – MSG Joe Coleman (601) 558-2319.
- g. S1 Human Resources Section – CW4 Ryan Uher (601) 558-2635.
- h. S3 Training Section – MSG Joseph Tullos (601) 558-2443.
- i. S4 Supply Section/Maintenance Section – MSG Timothy Jones (601) 558-2255.

2. The New RTI Unit Member is assigned a sponsor at the first drill for introductions to the staff and providing the unit policy memos. New Soldiers will in-process with three sections at RTI.

- a. The S1, Human Resources Section, to turn in records and establish a new personnel file.
- b. The S3 Training Section to turn in training file (i.e. APFT/ACFT Records/AWQ records etc.).
- c. The S4 Supply Section to order uniforms/equipment and establish a new record.

NGMS-RTI-CO
SUBJECT: Welcome Letter

3. The New RTI Unit Member must accomplish the following tasks.
 - a. Read the policy memos and sign the back page of the new member's sponsorship sheet and return the sheet to SSG Kadesha Coleman (601) 558-2578, Retention NCO in the S1 section.
 - b. Complete OPSEC Level I Training, online, within 30 days of first drill and turn in the completion certificate to SFC Jory Babin (601) 558-2899, Operations NCOIC in S3. Instructions are in your welcome packet.
 - c. Fill out the Family Data sheet and return to S1, CW4 Ryan Uher, S1 OIC at (601) 558-2635, Family Readiness Coordinator.
4. The point of contact for questions is CW4 Ryan Uher, S1 OIC, at (601) 558-2635 or email ryan.m.uher.mil@army.mil.



CHRISTOPHER M. THOMAS
COL, EN, MSARNG
Commanding