



**DEPARTMENT OF THE ARMY
MISSISSIPPI ARMY NATIONAL GUARD
154th REGIMENT (RTI)
3500 "C" AVENUE
CAMP SHELBY, MISSISSIPPI 39407-5500**

NGMS-RTI

29 November 2018

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:

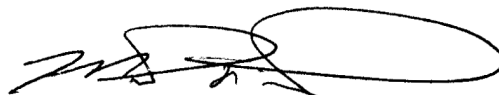
- a. 1st Armor Training Battalion – MSG Christopher G. Parker (601) 558-2900
- b. 2nd Infantry Training Battalion – MSG William L. Herrington (601) 558-2308
- c. 3rd Noncommissioned Officer Academy – 1SG David Brooks (601) 558-2928 or MSG David B. Wells (601) 558-2908
- d. 4th Regional Training Site Maintenance – MSG Jeremy G. Jones (601) 558-2802
- e. 5th Medical Battalion Training Site – SFC Paul L. Elliott (601) 558-2629
- f. 6th Officer Candidate School Training Company - SFC George Gill (601) 558-2319
- g. S1 Human Resources Section – SFC William L. Reeves (601) 558-2635
- h. S3 Training Section – CSM Larry W. Odom (601) 558-2443
- i. S4 Supply Section/Maintenance Section – MSG David Davis (601) 558-2245

2. You will be assigned a sponsor at your first drill that will show you around, introduce you to the staff, and provide you with the unit policy memos. There are (3) Sections you must in-process with at RTI:

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

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3. You must accomplish the following tasks:
 - a. You must read the policy memos and sign the back page of your sponsorship sheet and return it to SSG Franklin Lee (601) 558-2578, Retention NCO in the S1.
 - b. Complete OPSEC Level I Training online within 30 days and turn in your certificate to SFC Jory J. Babin (601) 558-2899, Training NCO in S3. Instructions are in your welcome packet.
 - c. Fill out the Family Data sheet and return it to S1, SFC William L. Reeves (601) 558-2635, the Family Readiness Coordinator.
4. If you have any question or problems, please contact SFC William L. Reeves, Senior Human Resources NCOIC at (601) 558-2635 or by email at william.l.reeves2.mil@mail.mil.



MICHAEL A. HONEYCUTT
COL, AR, MSARNG
Commanding