

OWDT Gaylord Training Center

931 S. Otsego Ave.
Gaylord, MI 49735

[View Map](#)

Facility Manager: Tony Calleja
Phone: 313.456.0641 / e-mail: callejaa2@michigan.gov

Site Contact: Cynthia "Lucy" Harrington
Phone: 989.731.3103 / e-mail: harringtonc3@michigan.gov



Description

The Office of Workforce Development and Training welcomes all students and instructors to this facility. Our goal is to provide a relaxed, yet professional, environment conducive to learning. Please let us know if there is anything we can do to better serve you.

The OWDT Gaylord Training Center is located in a former strip mall, co-located with other State of Michigan offices including Otsego County DHHS, Secretary of State, etc. The existing building, set back on the east side of Otsego Rd., was completely remodeled to suit the needs of its new tenants. You'll enjoy the updated, contemporary feel of this location, including the well-designed use of space and ample electrical outlets and data ports. Shops on Main St. boast a Bavarian flair, with nearby hotels and restaurants only minutes away. Please continue reading for more details related to this training facility.

Building Information

Access: The building shares space with other State of Michigan offices and is open from 8:00 a.m. to 5:00 p.m. Trainers may access the facility through the side (north) door, which requires the use of a swipe card. Non-OWDT staff may retrieve an access card held by the site contact with the submission of a State ID and the official confirmation form. **Note that deactivation of the alarm is required within one minute upon entering.** The code is provided on the confirmation form.

Students/trainees may enter the training center via the main entrance double doors and then proceeding to the last door on the left. (Note that the instructor/trainer must unlock the training center entrance door by locking open the bar lock via a hex key located on-site.)

Parking: Parking is free and located in front of the building. Trainers/hosts may park in the rear/side of the building to open the training center and unload supplies.

Amenities: Each training facility has a kitchen area available for lunch and break time. A microwave and refrigerator are available for your use; however, please do not leave food in the refrigerator for an extended period of time and be certain to clean the microwave after using. Your cooperation in keeping these areas clean is appreciated.

Restrooms: Handicap accessible restrooms are located in the main hallway outside the entrance to the training center. Your cooperation in keeping them clean is appreciated.

Phones/Copier: Telephones are located in each room. Only local calls are permitted. The multifunction unit (MFU) copier is located to the right of the main entrance. The copier replaces the former in-room printer and utilizes a print lock code, found on the label for each respective laptop, thereby enabling the user to print their specific items only. Signs are posted near the copier with helpful information. MFU copiers are not to be utilized for large volume training material/copies.

Note: The training facility manager and site contacts do not have information related to specific trainings/enrollees. For information regarding a specific training (i.e. start times, duration, enrollment, etc.) please refer to the OWDT Help Desk at MDHHSTraining@michigan.gov

Directions

From north-bound I-75, take exit 282 to M-32/Main Street. Make a right and proceed three lights to S. Otsego Ave. Make a right and go approximately one mile. Look for the large, arrow-shaped sign displaying "State of Michigan" and "Gaylord Discovery Center" and make a left into the parking lot. The building is set toward the rear of the parking lot.

From south-bound I-75, take exit 282 to M-32/Main Street. Make a left, going over the freeway and proceed three lights to S. Otsego Ave. Make a right and go approximately one mile. Look for the large, arrow-shaped sign displaying "State of Michigan" and "Gaylord Discovery Center" and make a left into the parking lot. The building is set toward the rear of the parking lot.