



DANE COUNTY
DEPARTMENT OF HUMAN SERVICES



Dane County Human Services Division Overviews

County Board
John Schlueter, Director



DANE COUNTY DEPARTMENT OF HUMAN SERVICES



DIVISION PRESENTATIONS





DANE COUNTY DEPARTMENT OF HUMAN SERVICES



FISCAL AND MANAGEMENT SERVICES

Philosophy & purview:

The Fiscal & Management Services Division is responsible for department-wide policy and management. Staff functions assure efficient day-to-day operations of the Department. Functions include legislative planning, budgeting, information systems, and overall fiscal and clerical support. The Division is responsible for all fiscal and information technology management, state required financial reporting, and revenue collections.

- DCDHS Program Budget - Manage, develop & support an annual budget over 300M dollars
- Contract Administration - Perform contract administration for over 400 contracted service providers and oversight of DCDHS \$300M budget
- Program Revenue Administration - Manage program revenue receipts, claiming, audits, and compliance.
- Software / Hardware Infrastructure - Project manage hardware deployment and IT project implementations



DANE COUNTY DEPARTMENT OF HUMAN SERVICES



FISCAL AND MANAGEMENT SERVICES

Division Administrator: Chad Lillethun

Programs:

- Accounting
- Accounts Payable, Accounts Receivable, and Staff Payroll
- Information Technology
- Contracts & Budget

Number of staff: 37



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FISCAL AND MANAGEMENT SERVICES – Example of Strategic Operating Initiative

The Division of Fiscal & Management Services is actively streamlining administrative processes through technology creating an opportunity to make better service delivery decisions and perform program administration in a more sustainable way with fewer staff resources.

Electronic Health Record procurement:

- In 2026, we will complete a multi-year procurement of electronic health record technology that will benefit nearly all client-facing programs operated by the Department of Human Services once fully implemented.
- Deployment of an enterprise solution will be designed to include the wide variety of youth and family, aging and disabilities, and housing programs in the coming years.

IMPACT –

- Better service metrics for program evaluation
- Improved internal and external service provider coordination
- Increased administrative efficiency