



Department of Transformation and Shared Services  
Governor Asa Hutchinson  
Secretary Mitch Rouse  
Director Kay Barnhill

August 24, 2022

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
Uniform Personnel Classification and  
Compensation Plan Subcommittee  
Joint Budget Committee  
State Capitol Building, Room 315  
Little Rock, Arkansas 72201

Dear Senator Wallace and Representative Hillman:

The Arkansas Department of Veteran's Affairs (ADVA) has requested a special entry rate of \$130,000, or between midpoint and maximum, for an exceptionally well qualified applicant for the classification of Nursing Home Division Director, N197N, grade GS15.

Danny Weaver's background includes a practical nursing license, a nursing home administrator license, and over seven (7) years of experience in nursing home administration. The following is a detailed comparison of the minimum qualifications of the classification and Mr. Weaver's experience.

**MINIMUM REQUIREMENTS:**

The formal education equivalent of a bachelor's degree in business administration, public administration, health care administration, or a related field; plus, eight years of progressively more responsible experience in nursing home administration and operations, or a related field, including five years in a professional managerial capacity.

**LICENSES, CERTIFICATIONS, ETC:**

Must be licensed as a Nursing Home Administrator in Arkansas by the (DHS) Office of Long-Term Care in accordance with Affordable Care Act §20-10-402.

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
August 24, 2022  
Page 2

## **APPLICANT'S QUALIFICATIONS**

### **EDUCATION:**

1992: Arkansas State University; Mountain Home, Arkansas; Licensed Practical Nurse

2011: Arkansas Department of Health; Harrison, Arkansas; Licensed Nursing Home Administrator

### **EXPERIENCE:**

August 2021 – Present: Somerset Senior Living at Premier; North Little Rock, Arkansas; Licensed Nursing Home Administrator

August 2019 – August 2021: Ozark Health Nursing and Rehab Center; Clinton, Arkansas; Licensed Nursing Home Administrator

September 2014 – August 2019; Twin Lakes Therapy and Living; Flippin, Arkansas; Administrator

January 2009 – September 2014: Twin Lakes Therapy and Living; Flippin, Arkansas; MDS- Medicare Coordinator

### **JUSTIFICATION:**

Statewide, there is one position classified as Nursing Home Division Director which has been vacant since March 2022. The statewide turnover rate for this classification was 100% within the previous year.

Mr. Weaver is currently employed at the Somerset Senior Living facility as the Nursing Home Administrator and has held the Nursing Home Administrator License since 2011. ADVA states that this candidate's familiarity with long-term care facilities would be a significant asset to the department and he would require minimal orientation and could begin working immediately. Mr. Weaver has experience with key elements of this position's responsibilities such as development, training, compliance review, quality assurance, safety of patients, and appropriate medical care. The department requests this starting salary due to his extensive expertise and leadership capabilities. His current salary is \$130,000. The match cost will be an additional \$42,900 for a total cost of \$172,900

The Honorable David Wallace, Co-Chairperson  
The Honorable David Hillman, Co-Chairperson  
August 24, 2022  
Page 3

The Office of Personnel Management has reviewed this request and **recommends** approval of the requested rate of \$130,000, for the classification Nursing Home Division Director, GS15. Your consideration of this request is greatly appreciated.

Sincerely,



Kay Barnhill, Director  
Office of Personnel Management



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**SECRETARY OF TRANSFORMATION & SHARED  
SERVICES**

**DATE**

KB/sd:1-3



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**ASA HUTCHINSON**  
Governor

**AR State Veterans Home-NLR**  
2401 John Ashley Drive, North Little Rock, AR 72114  
Phone: (501) 682-3356 | Fax: (501) 683-5732

**NATHANIEL (NATE) TODD**  
Secretary

July 20, 2022

Ms. Kay Barnhill  
State Personnel Administrator  
Department of Transformation and Shared Services  
501 Woodlane, Suite 201  
Little Rock, AR 72201

Re: Special Entry Rate - Exceptionally Well Qualified Applicant / Nursing Home Division Director

Dear Ms. Barnhill:

The Arkansas Department of Veterans Affairs is requesting a special rate of pay for exceptionally well qualified applicant Danny Weaver, for the position of Nursing Home Division Director of the Arkansas State Veterans Home-North Little Rock, in the amount of \$130,000, above the 30% above midpoint for a GS15.

The minimum qualifications for the Nursing Home Division Director are as follows, as set forth in the class specification: The formal education equivalent of a bachelor's degree in business administration, public administration, health care administration or a related field; plus, eight years of progressively more responsible experience in nursing home administration and operations or a related field, including five years in a professional managerial capacity. Must be licensed as a Nursing Home Administrator in Arkansas by the (DHS) Office of Long- Term Care in accordance with ACA 20-10-402.

It is essential that we hire a highly skilled team member with above average understanding of what it takes to run a LTC facility, and we believe that with Mr. Weaver's past experiences that he can assist our facility to continue to move in the right direction with an effective level of nursing home management. Mr. Weaver is an experienced licensed nursing home administrator who has had over a 30-year career in the long-term care industry. He is currently the Nursing Home Administrator at Somerset Senior Living at Premier. In this role he has been responsible for directing, implementing, developing, and ensuring his team is motivated and trained to handle the job and tasks at hand. Developing goals regarding quality improvement, financial improvements, employee recruitment and retention as well as census development and marketing. Reviewing and providing optimal survey results and taking corrective action pertaining to identified compliance-related issues. Along with quality assurance including HIPPA compliance and ensuring clinical excellence, environmental safety, and appropriate medical care are provided. ADVA was fortunate to

attract a candidate who has this level of experience. It is critical that we recruit a team leader with the expertise and knowledge indicated by Mr. Weaver. The extensive skill set that Mr. Weaver possess will contribute to meeting our responsibility to provide a well-maintained home for our veterans living in our care.

Thank you for your consideration in this important matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Louthian', written in a cursive style.

Paul Louthian  
DFA Deputy Director and Controller



**Department of Transformation and Shared Services  
Office of Personnel Management  
Special Entry Rate-Exceptionally Well Qualified Applicant**

0385	AR Department of Veterans Affairs/ASVH-NLR
Business Area	Department / Agency Name

22164510	N197N	GS15
Position Item Number	Class Code + Title (Attach description of job duties)	Grade


Danny Weaver		\$130,000
Applicant's Name	Current Annual Salary	Requested Annual Salary

Applicant's Qualifications (Please summarize. Attach Resume and completed State Job Application here):

Mr. Weaver is a Licensed Nursing Home Administrator since 2014, as well as a Licensed Practical Nurse since 1992. His 30 years of experience includes multiple aspects of Long Term Care that includes working as a Nursing Assistant, Charge Nurse, MGR, Medicare/Medicaid, and in various other capacities.

Minimum Qualifications (Use same descriptor as stated on Class Specification)

The formal education equivalent of a bachelor's degree in business administration, public administration, health care administration or a related field, plus, eight years of progressively more responsible experience in nursing home administration and operations or a related field, including five years in a professional managerial capacity. Must be licensed as a Nursing Home Administrator in Arkansas by the (DHS) Office of Long-Term Care in accordance with ACA 20-10-402

HR Administrator or designee  
  
 Department Secretary / Agency Director or designee

Date  
 7/19/2022



Date  
 7/28/22

Office of Personnel Management - Action

Reviewed By

OPM Personnel Representative

Date

OPM Director or designee

Date

# Danny Weaver

Long Term Care Administrator  
2124 Cumberland Street,  
Little Rock, AR 72206  
(870) 577-3946

## Work History

### Licensed Nursing Home Administrator

Somerset Senior Living at Premier - North Little Rock, AR  
August 2021 to Present  
\* VA Contract Facility

### Licensed Nursing Home Administrator

Ozark Health Nursing and Rehab Center - Clinton, AR  
August 2019 to August 2021

### Licensed Nursing Home Administrator/MDS-Medicare Coordinator

Twin Lakes Therapy and Living - Flippin, AR  
MDS Coordinator - January 2009 - September 2014  
Administrator - September 2014 - August 2019

## Duties as a Licensed Nursing Home Administrator

- Developing goals for:
  - Quality Improvement
  - Financial Improvement
  - Employee Recruitment and Retention
- Serving as the Equal Employment Opportunity Coordinator in each facility that I've worked.
- Quality assurance including HIPAA compliance.
- Implementing control systems to ensure accountability of all departments.
  - Including developing spreadsheets to manage budgets.
- Training, disciplining, and if necessary, dismissing staff.
- Meeting all financial objectives.
- Responsible for census development and marketing.
- Ensuring clinical excellence, environmental safety, and appropriate medical care.
  - At both facilities, I have had no deaths related to the COVID-19 pandemic.
- Supervising facility administrative operations.
- Providing optimal Survey results.
- Directing the activities of clinical, administrative, and service departments.
- Chairing the facility's Performance Improvement Committee.
- Ensuring that Compliance Program requirements are met in the facility.
- Reviewing external audit reports and taking corrective action pertaining to identified compliance-related issues including follow up reporting.

## Education

### Nursing Home Administrator License

Arkansas Department of Health - Administrator in Training Program - Harrison, AR  
2011

### License Practical Nurse in Nursing

Arkansas State University-Mountain Home - Mountain Home, AR  
1992

## References

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Rachel Reeves  
David Barker  
Daphne Brown

RN, Nursing Consultant  
LNHA  
RN, DON

(870) 302-9220  
(501) 413-1454  
(501) 215-0739



March 17, 2022

Dear Mr. Louthian,

I am happy to be applying for the Licensed Nursing Home Administrator position at Arkansas State Veterans Home at North Little Rock. As someone with extensive experience in Long Term Care, unique leadership skills and an inherent ability to motivate a team, I am confident I will be an asset to your organization. I'm excited about the potential to offer my solution-oriented perspective and natural skills as a means of helping achieve the facility's objectives.

My background includes experience in multiple aspects of Long-Term Care that includes a history of working as a Nursing Assistant, Charge Nurse, MDS/Medicare Coordinator and for 8 years as a LNHA over the span of a fulfilling 30-year career.

Other highlights of my experience include recruiting, training, inventory management, and report generation. I am known for remaining calm in fast-paced environments while conveying the ability to logically address any situation or obstacle. In addition, I am willing to learn and share my knowledge with others. Most recently, as the Administrator of Somerset Senior Living at Premier (which has a contract with the Veterans Administration, I have had the pleasure and opportunity to work with many Veterans. I also have an excellent rapport with Loretha Wright at CAVHS.

Thank you in advance for considering me for this position. I am genuinely looking forward to further discussing the responsibilities involved as the administrator at Arkansas Veterans State Home. I am confident my strengths and experience will translate well with your facility. I am driven by passion, motivation and determination. Moreover, it will be my goal to ensure your team is successful.

Sincerely,

Danny Weaver

Danny Weaver

## Nursing Home Administrator Interview Questions

- What is your current employment status and location?

administrator for

Premier at the Springs 132 beds / 120 census

- What are your current duties at your current employer?

Administrator / day to day duties / budget / address issues for surveys / complaints

- How would your current employer describe you?

calm strength / fair / even keel / cool under pressure

- Why are you wanting to leave your current employer?

not looking to leave / benefit options - personal

- What qualities and skills make you different from other administrators?

level head / 30 years of experience in long term care / calm contagious - staff work better without a lot of pressure / nursing background

- How would you describe your managerial style?

wanted to be more involved due to background / door is open / address employee concerns / resolve chain of command

- How do you deal with conflict in the workplace?

everyone wants to be heard / listen + identify positive + negative for both to find common ground

- How has your professional experience prepared you for this role?

via contact with current employer /

- What professionally motivates you?

love long term care / personal connection to it /

- Describe your best and worst day as a nursing home administrator

worst when state walks in to facility / lose a patient / best - <sup>spring up after COVID</sup> make life @ facility as much as like home

- What's your greatest weakness as a nursing home administrator?

Budget isn't always the easiest / looks towards care about care over budget at times

get out on the floor as much as he would like.

- Tell me about your experience recruiting and hiring employees.

getting people in the door is difficult / word of mouth is key / inside out approach

- How would you handle working with a difficult client, patient or family?

*Relay present for the individual / telling them how you are there for them / personal connection with them - call parents*

- How would you handle working with a difficult employee?

*what effect that has on the patient or facility / goal of his / her*

- How would you handle working with a colleague you don't have a positive relationship with?

*try to look at it without emotion + just facts / can only handle self /*

- Tell me about a time you had to take corrective action regarding someone's performance.

*Manager being difficult with other managers / get to the bottom of the problem / needed someone authoritative to him*

- What would you do to coordinate daily operations at a nursing home facility if you were short staffed?

*work current staff extra hours / bonuses / spread the extra around / personally picked up a shift / Daily startup meetings*

- In your experience, what is the key to ensuring your company was compliant with all laws, regulations, and standards that were applicable to your area of responsibility?

*If you expect it then inspect it / ask department heads to be on the floor more during inspection /*

- What would you do if you made a strong recommendation in a meeting, but your colleagues decided against it?

*try to go back and look at it to see if there was a way to make it more appealing / call a friend or mentor looking for feedback + advice*

- How do you handle confidentiality in your work environment?

*No negotiation / can't work in healthcare without it*

- Tell me about a time when you have been inspired professionally.

*daying could the staff was able to get through it without losing anyone to covid*

- Tell me about your greatest achievement as a nursing home administrator.

*won an award @ lunch takes facility*

- Tell me about the most important task you have ever had.

*not one task outside of the job as a whole*

- How long do you envision yourself staying in this position if hired?

*hope to retire there*

- What do you expect from this job if you are hired?

*good work environment + support*