Discussions:

- Chris Carpenter will be replacing Austen as a co-chair for the MCSPWG.
  - Chris introduced himself to the meeting attendees and provided background information.
- Michaela provided a historical update of the spreadsheet for the attendees.
- Chris reviewed the spreadsheet with the attendees.
  - In the ZTA tab columns F-J will need to be filled out.
  - In the ATO tab column F needs to be filled out.
- The following timelines were provided:
  - Spreadsheet completion 3/24/2024.
  - 1st draft of Special Publication (SP) 6/2024.
  - Public comment on SP 9/2024
  - Final SP end of 2024.

The next ZTA/ATO focus group meeting will be on 2/22/024 at 3 PM EST.